



Notice is given under section 1 of the Statistics of Trade Act 1947

## Financial Services Survey: Quarterly Return of Assets and Liabilities

 Office for  
National Statistics

**Please do not discard this important document - your response is legally required**

00001 64209  
CONTACT NAME  
OFFICE FOR NATIONAL STATISTICS  
GOVERNMENT BUILDINGS  
CARDIFF ROAD  
NEWPORT  
NP10 8XG  
\*\*\*\*\* EXAMPLE PRINT \*\*\*\*\*

Please write any changes to your name and address in the box below, using black ink

**To be completed for:** THE BUSINESS NAMED ABOVE

**Please complete and return by 16 October 2015**

Dear Sir or Madam,

Please find the Quarter 3 2015 questionnaire for the Financial Services Survey: Quarterly Return of Assets and Liabilities attached. Please complete for the period Quarter 3 2015 (1 July 2015 to 30 September 2015). If actual figures are not available, please provide informed estimates. Once complete, the questionnaire can be returned by post or fax using the details in the box below.

The information supplied forms part of the UK's National Accounts and Balance of Payments which are used by the Treasury and the Bank of England to monitor the economy.

**You are required by law to complete this questionnaire.** If you do not complete and return this questionnaire by 16 October 2015, penalties may be incurred (under section 4 of the Statistics of Trade Act 1947). All the information you provide is kept strictly confidential. It is illegal for us to reveal your data or identify your business to unauthorised persons.

Thank you for your co-operation,  
Office for National Statistics

### Questionnaire return details

**To return via fax:** 01633 652707

**To return via post:** Please use the prepaid envelope provided which is addressed to:  
Office for National Statistics, Government Buildings, Cardiff Road, Newport, NP10 8XG

### Contact numbers

Er mwyn gwneud cais am ffurflen Gymraeg (To request a questionnaire in Welsh) 0300 1234 921

If you would like to use our Minicom service for the Deaf 01633 815 044

To complete the questionnaire in Euros 01633 455770

For any other queries, please contact **the FSS Team** **01633 455770**  
or go to [www.ons.gov.uk/surveys](http://www.ons.gov.uk/surveys)

### When contacting the office you may be asked for the following information

**Survey code:** 266

**Reference number:** 4990 0000 000A

**Period:** 201509

- Telephone calls may be recorded for training and quality purposes

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## Introduction to the Financial Services Survey: Quarterly Return of Assets and Liabilities

### Purpose of this survey

This survey collects information on the assets and liabilities of your business. The information supplied forms part of the UK's National Accounts and Balance of Payments which are used by the Treasury and the Bank of England to monitor the economy.

### Coverage

- Include information for the UK business named on the front of this questionnaire.
- Exclude overseas branches, subsidiaries and agencies.
- The UK consists of England, Wales, Scotland and Northern Ireland, but excludes the Channel Islands and the Isle of Man.

### Information required

This questionnaire is divided into five sections, which ask for information about:

- Section A** the reporting period
- Section B** assets
- Section C** liabilities
- Section D** transactions in non-financial assets
- Section E** any substantial changes, completion time and your contact details

### Basis for completion

- This questionnaire should be completed on an accruals accounting basis and would normally utilise data from the accounting system that is used for the production of your statutory accounts.
- Please provide information only for the accounts of the business named on the front of this questionnaire. Exclude the accounts of trusts or funds that you manage on behalf of others, as part of an investment management service.
- Current prices or market values should be used.

### How to complete the questionnaire

- Give the best estimate you can if you do not have exact figures.
- Leave question blank if not applicable (a zero return will be assumed). Do not use 'nil', 'n/a' or draw a line in the data.
- Read accompanying instructions before completing this questionnaire.
- The items listed under Include and Exclude are examples and should not be taken as a complete list of items.
- Round all values to the nearest £0.1 million

For example, £65,375,000 = £   ,    ,  6  5  .  4 m

For example, £88,000 = £   ,    ,   0  .  1 m

- Use the closing middle market spot rate on the last day of the period covered in this questionnaire if you need to convert from foreign currency to sterling.

#### This questionnaire will be scanned, therefore please:

- complete in **black ink**
- ensure letters and numbers are PRINTED and centred within each box
- do not use commas
- do not cross sevens  or zeros



**Section A - Reporting Period**

1. Are you able to report for the period Quarter 3 2015 (1 July 2015 to 30 September 2015)?

Yes  → Go to section B

No  → Go to question 2 0100

2. What are the dates of the quarter that you will be reporting for?

From: D D M M Y Y Y Y 0101

To: D D M M Y Y Y Y 0102

**Section B - Assets**

Please provide your end balance position as recorded in your company accounts at the end of the period specified in Section A.

**Section B.1 - Deposits (financial assets)**

3. Questions in this section are about the financial assets of the business named on the front of this questionnaire.

At the end of the reporting period:

4. What was the value of your holdings of transferable deposits held with banks or building societies located:

Transferable deposits are deposits that can be exchanged for bank notes and coins on demand, without penalty or restriction. They can also be used directly to make payments by cheque, direct debit, bankers draft or giro.

Include:

- balances with banks or building societies held in current accounts

Exclude:

- monies held on behalf of others, such as clients
- cash holdings
- transferable deposits that are not available on demand or have limited transferability

a. in the UK:

To the nearest £0.1 million

i. in sterling? ..... £   ,     .  m 1000

ii. in non-sterling? ..... £   ,     .  m 1001

b. outside of the UK:

i. in sterling? ..... £   ,     .  m 1002

ii. in non-sterling? ..... £   ,     .  m 1003



MRK

DTU

NHC

NHC

NHC

NHC



**Section B.2 - Debt securities with an original maturity of one year or less (financial assets)**

**8. Questions in this section are about the financial assets of the business named on the front of this questionnaire.**

**At the end of the reporting period:**

**9. Did the business named on the front of this questionnaire have any holdings of debt securities with an original maturity of one year or less?**

Debt securities are negotiable instruments which serve as evidence of debt. They include:

- bonds
- negotiable certificates of deposit
- debentures
- bills
- non-participating preferences shares
- negotiable loans that are traded on open markets

Yes  → Go to question **10**

No  → Go to section **B.3** 0105

**10. What was the value of your holdings of certificates of deposit issued by banks or building societies located:**

**a. in the UK:**

To the nearest £0.1 million

i. in sterling? ..... £ , ,  .  **m** 1008

ii. in non-sterling? ..... £ , ,  .  **m** 1009

**b. outside of the UK:**

i. in sterling? ..... £ , ,  .  **m** 1010

ii. in non-sterling? ..... £ , ,  .  **m** 1011

**11. What was the value of your holdings of Treasury Bills issued by:**

a. Her Majesty's Treasury (HMT)? ..... £ , ,  .  **m** 1012

b. overseas governments? ..... £ , ,  .  **m** 1013

MRK

NHC

NHC

NHC

NHC

NHC

NHC



**12. What was the value of your holdings of UK local authority debt and temporary money with local authorities?**

Include:

- local authority bills

Exclude:

- local authority securities
- local authority bonds

To the nearest £0.1 million

£   ,     ,     .  m 1014

NHC

**13. What was the value of your holdings of commercial paper issued by banks or building societies located:**

**a. in the UK:**

i. in sterling? ..... £   ,     ,     .  m 1015

NHC

ii. in non-sterling? ..... £   ,     ,     .  m 1016

NHC

**b. outside of the UK:**

i. in sterling? ..... £   ,     ,     .  m 1017

NHC

ii. in non-sterling? ..... £   ,     ,     .  m 1018

NHC

**14. What was the value of your holdings of any other commercial paper issued:**

**a. in the UK:**

i. in sterling? ..... £   ,     ,     .  m 1019

NHC

ii. in non-sterling? ..... £   ,     ,     .  m 1020

NHC

**b. outside of the UK:**

i. in sterling? ..... £   ,     ,     .  m 1021

NHC

ii. in non-sterling? ..... £   ,     ,     .  m 1022

NHC





**Section B.3 - Debt securities with an original maturity of more than one year (financial assets)**

**18. Questions in this section are about the financial assets of the business named on the front of this questionnaire.**

**At the end of the reporting period:**

**19. Did the business named on the front of this questionnaire have any holdings of debt securities with an original maturity of more than one year?**

Debt securities are negotiable instruments which serve as evidence of debt. They include:

- bonds
- negotiable certificates of deposit
- debentures
- bills
- non-participating preferences shares
- negotiable loans that are traded on open markets

Yes  → Go to question **20**

No  → Go to section **B.4** 0108

**20. What was the value of your holdings of debt securities with an original maturity of more than one year issued by:**

Include:

- gilts and bonds with an original maturity of more than one year

To the nearest £0.1 million

a.	UK government? .....	£	[ ][ ] , [ ][ ][ ] , [ ][ ][ ] . [ ]	m	1027	NHC
b.	UK local authorities? .....	£	[ ][ ] , [ ][ ][ ] , [ ][ ][ ] . [ ]	m	1028	NHC
c.	overseas governments, provincial or municipal authorities? .....	£	[ ][ ] , [ ][ ][ ] , [ ][ ][ ] . [ ]	m	1029	NHC

**21. What was the value of your holdings of UK corporate bonds with an original maturity of more than one year issued by:**

**a. banks or building societies:**

i.	in sterling? .....	£	[ ][ ] , [ ][ ][ ] , [ ][ ][ ] . [ ]	m	1030	NHC
ii.	in non-sterling? .....	£	[ ][ ] , [ ][ ][ ] , [ ][ ][ ] . [ ]	m	1031	NHC

**b. other corporations:**

i.	in sterling? .....	£	[ ][ ] , [ ][ ][ ] , [ ][ ][ ] . [ ]	m	1032	NHC
ii.	in non-sterling? .....	£	[ ][ ] , [ ][ ][ ] , [ ][ ][ ] . [ ]	m	1033	NHC

**22. What was the value of your holdings of corporate debt securities with an original maturity of more than one year issued by overseas residents? .....**

£	[ ][ ] , [ ][ ][ ] , [ ][ ][ ] . [ ]	m	1034	NHC
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MRK





**Section B.4 - Loans with an original maturity of one year or less (financial assets)**

**27. Questions in this section are about the financial assets of the business named on the front of this questionnaire.**

**At the end of the reporting period:**

**28. Did the business named on the front of this questionnaire have any outstanding balances receivable for loans with an original maturity of one year or less?**

Include:

- amounts due to this business from institutions and individuals other than banks or building societies under reverse sales repurchase agreements, gold swaps or stock borrowing

Exclude:

- loans to other businesses within your business's group structure that are being reported for within this questionnaire

Yes  → Go to question **29**

No  → Go to section **B.5** 0111

**29. What was the outstanding balance receivable from loans with an original maturity of one year or less?** .....

To the nearest £0.1 million

£   ,    ,    .  **m** 1043

a. of which, in sterling? .....

£   ,    ,    .  **m** 1044

b. of which, in non-sterling? .....

£   ,    ,    .  **m** 1045

**30. Of your total outstanding balance at question 29, what was the amount receivable from:**

a. private individuals located in the UK? .....

£   ,    ,    .  **m** 1046

b. businesses located in the UK? .....

£   ,    ,    .  **m** 1047

c. other recipients located in the UK (such as government)? .....

£   ,    ,    .  **m** 1048

d. recipients located outside of the UK? .....

£   ,    ,    .  **m** 1049

MRK

NHC

NHC

NHC

NHC

NHC

NHC

NHC



**Section B.5 - Loans with an original maturity of more than one year (financial assets)**

**31. Questions in this section are about the financial assets of the business named on the front of this questionnaire.**

**At the end of the reporting period:**

**32. Did the business named on the front of this questionnaire have any outstanding balances receivable for loans with an original maturity of more than one year?**

Include:

- any current assets associated with loans with an original maturity of more than one year

Exclude:

- loans to other businesses within your business's group structure that are being reported for within this questionnaire

Yes  → Go to question **33**

No  → Go to section **B.6** 0112

**33. What was the outstanding balance receivable from loans with an original maturity of more than one year?** .....

To the nearest £0.1 million

£   ,     ,     .  **m** 1050

a. of which, in sterling? ..... £   ,     ,     .  **m** 1051

b. of which, in non-sterling? ..... £   ,     ,     .  **m** 1052

**34. Of your total outstanding balance at question 33, what was the amount receivable from:**

a. private individuals located in the UK? ..... £   ,     ,     .  **m** 1053

b. businesses located in the UK? ..... £   ,     ,     .  **m** 1054

c. other recipients located in the UK (such as government)? ..... £   ,     ,     .  **m** 1055

d. recipients located outside of the UK? ..... £   ,     ,     .  **m** 1056

MRK

NHC

NHC

NHC

NHC

NHC

NHC

NHC



**35. Of your total outstanding balance at question 33, what was the amount relating to:**

**a. direct investment?**

Direct investment is the purchase of a controlling interest in another institution which is based overseas, by a means other than the purchase of shares .....

To the nearest £0.1 million

£   ,    ,    .  m 1057

NHC

**b. loans secured on dwellings? .....**

£   ,    ,    .  m 1058

NHC

**c. finance leases?**

Include hire purchase agreements .....

£   ,    ,    .  m 1059

NHC

i. of which, UK public sector? .....

£   ,    ,    .  m 1060

NHC

ii. of which, UK businesses? .....

£   ,    ,    .  m 1061

NHC

iii. of which, businesses located outside of the UK? .....

£   ,    ,    .  m 1062

NHC

**d. other loans? .....**

£   ,    ,    .  m 1063

NHC



**Section B.6 - Equity, shares and units (financial assets)**

**36. Questions in this section are about the financial assets of the business named on the front of this questionnaire.**

**At the end of the reporting period:**

**37. Did the business named on the front of this questionnaire have any holdings of equity, shares or units in other institutions or businesses?**

Equity represents the holders funds in the unit that issued the equity. It entitles the holder to residual claim on the assets held by the institutions or businesses that issued the equity, after the claims of all creditors have been met.

Yes  → Go to question **38**

No  → Go to section **B.7**

0113

MRK

**38. What was the value of your holdings of listed equity in institutions or businesses located:**

Include:

- all instruments and records that acknowledge the claim that this business has on the residual value of the institutions or businesses in which you hold equity, after the claims of all creditors have been met. This includes shares, stocks, depository receipts, participating preference shares or similar items.

Exclude:

- unlisted stocks or shares
- shares or units held in investment funds or trusts
- non-participating preference shares. These were requested at question 23

To the nearest £0.1 million

a. in the UK? ..... £   ,    ,    .  m 1064

NHC

b. outside of the UK? ..... £   ,    ,    .  m 1065

NHC

i. of which, within the EU? ..... £   ,    ,    .  m 1066

NHC

**39. What was the value of your holdings of unlisted equity in institutions or businesses located:**

Include:

- all instruments and records that acknowledge the claim that this business has on the residual value of the institutions or businesses in which you hold equity, after the claims of all creditors have been met. This includes shares, stocks, depository receipts, participating preference shares or similar items.

Exclude:

- listed stocks or shares
- shares or units held in investment funds or trusts
- non-participating preference shares. These were requested at question 23

a. in the UK? ..... £   ,    ,    .  m 1067

NHC

b. outside of the UK? ..... £   ,    ,    .  m 1068

NHC

i. of which, within the EU? ..... £   ,    ,    .  m 1069

NHC



**40. What was the value of your holdings of any other equity in institutions or businesses located:**

Include:

- capital invested in corporations or quasi-corporations that do not offer stocks or shares (e.g. public enterprises, partnerships, unlimited liability companies)

Exclude:

- equity represented by stocks or shares
- shares or units held in investment funds or trusts
- non-participating preference shares. These were requested at question 23

To the nearest £0.1 million

- |  |                            |   |                            |                                     |                                  |
|--|----------------------------|---|----------------------------|-------------------------------------|----------------------------------|
| <p>a. in the UK? .....</p> <p>b. outside of the UK? .....</p> <p style="padding-left: 40px;">i. of which, within the EU? .....</p> | <p>£</p> <p>£</p> <p>£</p> | <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> | <p>m</p> <p>m</p> <p>m</p> | <p>1070</p> <p>1071</p> <p>1072</p> | <p>NHC</p> <p>NHC</p> <p>NHC</p> |
|--|----------------------------|---|----------------------------|-------------------------------------|----------------------------------|

**41. What was the value of your holdings of shares or units held in:**

Money market funds are trusts and funds whose investment portfolios are restricted to short-term market securities such as treasury bills, commercial paper and certificates of deposit. These types of funds can also have holdings of bank deposits. They can be either open ended or closed ended in structure.

Non-money market funds can hold any type of asset within their portfolio. Generally they tend to hold a longer term portfolio of investments, such as bonds, equity and real estate. They can be either open ended or closed ended in structure.

Include:

- only own account holdings, not those held on behalf of others in any of the funds you manage as part of an investment management service

- |   |                                     |   |                                     |   |   |
|---|-------------------------------------|---|-------------------------------------|---|---|
| <p>a. UK money market funds? .....</p> <p>b. overseas money market funds? .....</p> <p>c. UK non-money market funds? .....</p> <p>d. overseas non-money market funds? .....</p> | <p>£</p> <p>£</p> <p>£</p> <p>£</p> | <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> <p><input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/></p> | <p>m</p> <p>m</p> <p>m</p> <p>m</p> | <p>1073</p> <p>1074</p> <p>1075</p> <p>1076</p> | <p>NHC</p> <p>NHC</p> <p>NHC</p> <p>NHC</p> |
|---|-------------------------------------|---|-------------------------------------|---|---|



**Section B.7 - Derivative contracts (financial assets)**

Please categorise your derivative contracts as either 'option type' or 'forward type'. Option type contracts give the purchaser the opportunity, but not the obligation, to buy or sell a particular financial instrument or commodity at a pre-determined price within a specified time-span or on a certain date. When completing the questions on option type contracts please include warrants, but exclude employee stock option schemes. Forward type contracts are unconditional contracts which represent an obligation for settlement on a specified date. Forward type contracts include futures, interest rate swaps, forward rate agreements, foreign exchange swaps and cross currency interest rate swaps.

**42. Questions in this section are about the financial assets of the business named on the front of this questionnaire.**

**At the end of the reporting period:**

**43. Did the business named on the front of this questionnaire have any 'in the money' derivative contracts?**

Yes  → Go to question **44**

No  → Go to section **B.8**

0114

**44. What was the fair value of:**

To the nearest £0.1 million

a. forward type derivative contracts held with a positive value? ..... £ , , .  m 1077

b. option type derivative contracts held? ..... £ , , .  m 1078

MRK

NHC

NHC









**Section C.2 - Loans with an original maturity of one year or less (liabilities)**

**64.** Questions in this section are about the liabilities of the business named on the front of this questionnaire.

**At the end of the reporting period:**

**65.** Did the business named on the front of this questionnaire have any loan liabilities with an original maturity of one year or less?

Include:

- amounts owed under sales repurchase agreements, gold swaps or stock borrowing

Exclude:

- loans from other businesses within your business's group structure that are being reported for within this questionnaire

Yes  → Go to question **66**

No  → Go to section **C.3** 0120

To the nearest £0.1 million

**66.** What was the outstanding balance payable from loans with an original maturity of one year or less? ..... £   ,    ,    .  m 2006

MRK

NHC

**a.** of which, to banks or building societies located in the UK:

i. in sterling? ..... £   ,    ,    .  m 2007

NHC

ii. in non-sterling? ..... £   ,    ,    .  m 2008

NHC

**b.** of which, to others located in the UK:

i. in sterling? ..... £   ,    ,    .  m 2009

NHC

ii. in non-sterling? ..... £   ,    ,    .  m 2010

NHC

**c.** of which, to others located outside of the UK:

i. in sterling? ..... £   ,    ,    .  m 2011

NHC

ii. in non-sterling? ..... £   ,    ,    .  m 2012

NHC



**Section C.3 - Loans with an original maturity of more than one year (liabilities)**

**67.** Questions in this section are about the liabilities of the business named on the front of this questionnaire.

At the end of the reporting period:

**68.** Did the business named on the front of this questionnaire have any loan liabilities with an original maturity of more than one year?

Include:

- any liabilities associated with loans with an original maturity of more than one year

Exclude:

- loans from other businesses within your business's group structure that are being reported for within this questionnaire

Yes  → Go to question **69**

No  → Go to section **C.4** 0121

To the nearest £0.1 million

**69.** What was the outstanding balance payable from loans with an original maturity of more than one year .....

£   ,    ,    .  m 2013

**a.** of which, to banks or building societies located in the UK:

i. in sterling? ..... £   ,    ,    .  m 2014

ii. in non-sterling? ..... £   ,    ,    .  m 2015

**b.** of which, to others located in the UK:

i. in sterling? ..... £   ,    ,    .  m 2016

ii. in non-sterling? ..... £   ,    ,    .  m 2017

**c.** of which, to others located outside of the UK:

i. in sterling? ..... £   ,    ,    .  m 2018

ii. in non-sterling? ..... £   ,    ,    .  m 2019

MRK  
NHC  
NHC  
NHC  
NHC  
NHC  
NHC



**70. Of your total outstanding balance payable at question 69 what was the amount relating to:**

**a. direct investment?**

Direct investment is the purchase of a controlling interest in another institution which is based overseas, by a means other than the purchase of shares.....

To the nearest £0.1 million

£   ,    ,    .  m 2020

NHC

**b. loans secured on dwellings? .....**

£   ,    ,    .  m 2021

NHC

**c. finance leases?**

Include hire purchase agreements .....

£   ,    ,    .  m 2022

NHC

i. of which, UK public sector? .....

£   ,    ,    .  m 2023

NHC

ii. of which, UK businesses? .....

£   ,    ,    .  m 2024

NHC

iii. of which, businesses located outside of the UK? .....

£   ,    ,    .  m 2025

NHC

**d. other loans? .....**

£   ,    ,    .  m 2026

NHC

**Section C.4 - Equity (liabilities)**

**71. Questions in this section are about the liabilities of the business named on the front of this questionnaire.**

**At the end of the reporting period:**

**72. Had the business named on the front of this questionnaire issued any shares or other forms of equity?**

Issued equity represents the liabilities of this business to meet the claims of other institutions or individuals to whom stocks, shares, depository receipts, participating preference shares or similar documents have been issued.

Yes  → Go to question 73

No  → Go to section C.5

0122

MRK



**73. What was the value of:**

Include:

- all instruments and records that acknowledge the claim that other institutions or individuals have on the residual value of this business, after the claims of all creditors have been met.

Exclude:

- non-participating preference shares. These should be reported at question 63

To the nearest £0.1 million

a.	listed equity issued by this business in the UK? .....	£	<input type="text"/>	,	<input type="text"/>	,	<input type="text"/>	.	<input type="text"/>	m	2027	NHC
b.	unlisted equity issued by this business in the UK? .....	£	<input type="text"/>	,	<input type="text"/>	,	<input type="text"/>	.	<input type="text"/>	m	2028	NHC
c.	other equity issued by this business in the UK? .....	£	<input type="text"/>	,	<input type="text"/>	,	<input type="text"/>	.	<input type="text"/>	m	2029	NHC
d.	equity issued by this business outside of the UK? .....	£	<input type="text"/>	,	<input type="text"/>	,	<input type="text"/>	.	<input type="text"/>	m	2030	NHC
i.	of which, within the EU? .....	£	<input type="text"/>	,	<input type="text"/>	,	<input type="text"/>	.	<input type="text"/>	m	2031	NHC

**Section C.5 - Derivative contracts (liabilities)**

Please categorise your derivative contracts as either 'option type' or 'forward type'. Option type contracts give the purchaser the opportunity, but not the obligation to buy or sell a particular financial instrument or commodity at a pre-determined price within a specified time-span or on a certain date. When completing the questions on option type contracts please include warrants, but exclude employee stock option schemes. Forward type contracts are unconditional contracts which represent an obligation for settlement on a specified date. Forward type contracts include futures, interest rate swaps, forward rate agreements, foreign exchange swaps and cross currency interest rate swaps.

**74. Questions in this section are about the liabilities of the business named on the front of this questionnaire.**

**At the end of the reporting period:**

**75. What was the fair value of:**

Exclude employee stock options

a.	forward type derivative contracts held with a negative value? .....	£	<input type="text"/>	,	<input type="text"/>	,	<input type="text"/>	.	<input type="text"/>	m	2032	NHC
b.	liabilities in relation to option type derivative contracts? ..	£	<input type="text"/>	,	<input type="text"/>	,	<input type="text"/>	.	<input type="text"/>	m	2033	NHC
76.	For the business named on the front of this questionnaire, what was the value of outstanding stock options offered to employees under an employee stock options scheme? .	£	<input type="text"/>	,	<input type="text"/>	,	<input type="text"/>	.	<input type="text"/>	m	2034	NHC





**Section D - Transactions in non-financial assets**

Please provide the value of acquisition costs and proceeds from disposals of non-financial assets for the period specified in Section A.

Include non-financial assets acquired under finance leases.

**During the reporting period:**

**86. What was the total capital expenditure on major improvements and construction work for own use, or where you are responsible for its maintenance?**

Include:

- new build, major refurbishments or improvements to existing buildings for own use, or where you are responsible for maintenance
- work contracted to constructors or arranged through agents or developers
- commercial, industrial, educational and health buildings; public monuments; and other non-residential buildings
- fittings and installations such as lifts, electrics, plumbing, heating and ventilation systems and water supply
- construction of structures such as oil wells, platforms, mines, pipes, power lines, transport infrastructure, wind farms, turbines and steel frameworks
- site improvements and other land preparation for own use e.g. levelling, clearance and draining of marshes
- transfer costs, stamp duties and taxes payable to acquire the asset
- architects', engineers' and surveyors' fees, legal costs, agents' commission and all professional charges
- delivery, installation and decommissioning costs

Exclude:

- current repair and maintenance costs
- expenditure on land purchased in connection with construction work
- structures that are used primarily as residences (dwellings) e.g. houses, houseboats, caravans and associated structures such as garages
- machinery and equipment
- purchase of existing structures such as oil wells, platforms, mines, pipes, power lines, transport infrastructure, wind farms, turbines and steel frameworks

To the nearest £0.1 million

a. acquisition costs? ..... £   ,    ,    .  m 3018

NHC



**87. For transport equipment, what was the value of:**

This is equipment for moving people and objects.

Include:

- motor vehicles
- trailers
- semi-trailers
- ships and boats
- railway, locomotives and rolling stock
- air and spacecraft related machinery
- military fighting equipment (but not weapons systems)
- motorcycles
- bicycles

To the nearest £0.1 million

a. **acquisition costs?** ..... £   ,    ,    .  **m** 3019 **NHC**

b. **proceeds from disposals?** ..... £   ,    ,    .  **m** 3020 **NHC**

**88. For computer hardware and peripheral equipment, what was the value of:**

Include:

- printers and terminals
- bundle software that your are unable to value separately

a. **acquisition costs?** ..... £   ,    ,    .  **m** 3021 **NHC**

b. **proceeds from disposals?** ..... £   ,    ,    .  **m** 3022 **NHC**

**89. For computer software, what was the value of:**

Include:

- computer programs
- program descriptions
- supporting materials for systems and applications software
- initial development of, and any extension of existing software
- acquisition of any copies
- labour costs associated with the development and production of software

a. **acquisition costs?** ..... £   ,    ,    .  **m** 3023 **NHC**

i. of which, produced in-house for own use? ..... £   ,    ,    .  **m** 3024 **NHC**

b. **proceeds from disposals?** ..... £   ,    ,    .  **m** 3025 **NHC**



**90. For databases, what was the value of:**

These are files of data that are organised to enable effective use of and access to that data.

For databases that are created exclusively for own use, the valuation should be based on the costs of the database, but these costs should exclude the cost of ongoing management of the database and any costs associated with acquiring the data held by the database.

Include:

- labour costs associated with the development and production of software

To the nearest £0.1 million

<b>a. acquisition costs?</b> .....	£	<input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	<b>m</b>	3026	NHC
i. of which, produced in-house for own use? .....	£	<input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	<b>m</b>	3027	NHC
<b>b. proceeds from disposals?</b> .....	£	<input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	<b>m</b>	3028	NHC

**91. For telecommunications equipment, what was the value of:**

Include:

- telephones
- fax machines
- switchboards
- CCTV equipment

<b>a. acquisition costs?</b> .....	£	<input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	<b>m</b>	3029	NHC
<b>b. proceeds from disposals?</b> .....	£	<input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	<b>m</b>	3030	NHC



**92. For other machinery and equipment, what was the value of:**

Include:

- electronic components and optical equipment
- electrical equipment
- furniture

Exclude:

- transport equipment
- computer hardware and peripheral equipment
- telecommunications equipment
- unfinished machinery and equipment that is not for the own final use of the business
- tools that are relatively inexpensive and purchased regularly, e.g. hand tools
- machinery and equipment integral to buildings (these are included in dwellings and non residential buildings)
- machinery and equipment that are considered weapons systems acquired for military purposes

To the nearest £0.1 million

a. acquisition costs? ..... £   ,    ,    .  m 3031

b. proceeds from disposals? ..... £   ,    ,    .  m 3032

NHC

NHC

**93. For intellectual property products, what was the value of:**

New information, specialised knowledge, etc., whose use in production is restricted to the units (businesses) that have established ownership rights over them or to other units licensed by those with ownership rights.

Include:

- new protected information and specialised knowledge, used in production and not mentioned elsewhere

a. acquisition costs? ..... £   ,    ,    .  m 3033

b. proceeds from disposals? ..... £   ,    ,    .  m 3034

NHC

NHC



