

200X–0Y NDPB Green: illustrative accounts

1. The illustrative accounts for “NDPB Green” (a fictitious Executive NDPB) comprise:
 - a Statement of Comprehensive Net Expenditure;
 - b Statement of Financial Position;
 - c Statement of Cash Flows;
 - d Statement of Changes in Taxpayers’ Equity;
 - e Notes to the accounts.
2. The accounts are for illustration only and should only be followed as the circumstances of an individual NDPB or Assembly Government Sponsored Body (AGSB) dictate. The accounts do not show every line item which may be necessary in the circumstances of an individual NDPB.

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Statement of Comprehensive Net Expenditure

for the year ended 31 March 200Y

	Note	200X-0Y £000	200W-0X £000
Expenditure			
Staff costs	3		
Depreciation	4		
Other Expenditures	4		
Income			
Income from Activities	5		
Other Income	5		
Net Expenditure			
Interest payable/receivable	4,5		
Net Expenditure after interest			

Other Comprehensive Expenditure

	Note	200X-0Y £000	200W-0X £000
Net gain/(loss) on revaluation of Property Plant and Equipment	6		
Net gain/(loss) on revaluation of Intangibles	7		
Net gain/(loss) on revaluation of available for sales financial assets	8		
Total Comprehensive Expenditure for the year ended 31 March 200Y			

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Statement of Financial Position

as at 31 March 200Y

		200Y £000	200X £000
	Note		
Non-current assets:			
Property, plant and equipment	6		
Intangible assets	7	<i>Intangible</i>	<i>Intangible</i>
Financial Assets	8	<i>Investments</i>	<i>Investments</i>
Total non-current assets		<i>Total non-current assets (A)</i>	<i>Total non-current assets (A)</i>
Current assets:			
Assets classified as held for sale		<i>IFRS 5 disclosures should be provided as necessary</i>	<i>IFRS 5 disclosures should be provided as necessary</i>
Inventories	10	<i>Inventories</i>	<i>Inventories</i>
Trade and other receivables	11		
Other current assets			
Financial Assets	8	<i>Receivable within 12 months</i>	
Cash and cash equivalents	12	<i>Cash</i>	<i>Cash</i>
Total current assets		<i>Total current assets (B)</i>	<i>Total current assets (B)</i>
Total assets		<i>Total</i>	<i>Total</i>
Current liabilities			
Trade and other payables	13	<i>< 1 year</i>	<i>< 1 year</i>
Financial Liabilities			
Other liabilities			
Total current liabilities		<i>Total current liabilities (C)</i>	<i>Total current liabilities (C)</i>
Non-current assets plus/less net current assets/liabilities		<i>Total (A+B-C)</i>	<i>Total (A+B-C)</i>
Non-current liabilities			
Provisions	14	<i>Provisions</i>	<i>Provisions</i>
Pension Liabilities			
Other payables		<i>> 1 year</i>	<i>> 1 year</i>
Financial Liabilities	8		
Total non-current liabilities		<i>Total non-current liabilities (D)</i>	<i>Total non-current liabilities (D)</i>
Assets less liabilities		<i>Total (A+B-C-D)</i>	<i>Total (A+B-C-D)</i>
Taxpayers' equity			
Revaluation reserve		<i>Revaluation</i>	<i>Revaluation</i>
General reserve		<i>Grants from parents</i>	<i>Grants from parents</i>
		<i>Total</i>	<i>Total</i>

The financial statements on pages x to y were approved by the Board on [date] and were signed on its behalf by;

(Signed) (Chairman/Chief Executive)

The notes on pages aa to zz form part of these accounts

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[date]

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Statement of Cash Flows

for the year ended 31 March 200Y

		200X-0Y £000	200W-0X £000
	Note		
Cash flows from operating activities			
Net Surplus after cost of capital and interest			
Adjustments for cost of capital charge	4		
(Increase)/Decrease in trade and other receivables			
<i>less movements in receivables relating to items not passing through the Net Expenditure account</i>			
(Increase)/Decrease in Inventories			
Increase/(Decrease) in trade payables			
<i>less movements in payables relating to items not passing through the Net Expenditure account</i>			
Use of provisions	14		
Net cash outflow from operating activities			
Cash flows from investing activities			
Purchase of property, plant and equipment	6		
Purchase of intangible assets	7		
Proceeds of disposal of property, plant and equipment			
Proceeds of disposal of intangibles			
Loans to other bodies			
(Repayments) from other bodies			
Net cash outflow from investing activities			
Cash flows from financing activities			
Grants from parent department			
Capital element of payments in respect of finance leases and on-balance sheet (SoFP) PFI and other service concession arrangements			
Net financing			
Net increase/(decrease) in cash and cash equivalents in the period			
Cash and cash equivalents at the beginning of the period	12		
Cash and cash equivalents at the end of the period	12		

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Statement of Changes in Taxpayers' Equity

for the year ended 31 March 200Y

Note	Capital Reserve	Revaluation Reserve	I & E Reserve	Donated Asset Reserve	Government Grant Reserve	Total Reserves
	£000	£000	£000	£000	£000	£000
Balance at 31 March 200W						
Changes in accounting policy						
Restated balance at 1 April 200W						
Changes in Taxpayers' Equity 200W-0X						
Grants from Parent						
Transfers between reserves						
Comprehensive Expenditure for the year						
Movements in Reserves	•	•	•	•	•	•
Additions	•	•	•	•	•	•
Recognised in Statement of Comprehensive Expenditure						
<i>Note: the lines provided above represent those items most likely to be required by an 'average' NDPB. You should refer to IAS 1 (implementation guidance) for other entries that might be required.</i>						
	<i>Insert additional line entries as necessary to capture all transactions passing through reserves</i>					
Balance at 31 March 200X						
Changes in taxpayers' equity for 200X-0Y						
Grants from Parent						
Transfers between reserves						
Comprehensive Expenditure for the year						
Movements in Reserves	•	•	•	•	•	•
Additions	•	•	•	•	•	•
Recognised in Statement of Comprehensive Expenditure						
<i>Note: the lines provided above represent those items most likely to be required by an 'average' NDPB. You should refer to IAS 1 (implementation guidance) for other entries that might be required.</i>						
	<i>Insert additional line entries as necessary to capture all transactions passing through reserves</i>					
Balance at 31 March 200Y						

Where not shown on the face of the Statement of Changes in Taxpayers Equity NDPBs should separately disclose the opening and closing element of the revaluation reserve that relates to intangibles detailing changes during the year.

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Notes to the NDPB's Accounts

1. Statement of accounting policies

These financial statements have been prepared in accordance with the 200X-0Y *Government Financial Reporting Manual (FReM)* issued by [*insert name of issuing authority*]. The accounting policies contained in the FReM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context. Where the FReM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the [*insert name of NDPB*] for the purpose of giving a true and fair view has been selected. The particular policies adopted by the [*insert name of NDPB*] [for the reportable activity] are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

1.1 Accounting convention

These accounts have been prepared under the historical cost convention modified to account for the revaluation of property, plant and equipment, intangible assets and inventories.

A description of the accounting policies for all material items should then follow. Headings might include:

- *Property, plant and equipment, with other headings for donated, heritage and infrastructure assets as appropriate*
- *Depreciation*
- *intangible assets*
- *investments*
- *inventories*
- *research and development expenditure*
- *operating Income*
- *foreign exchange*
- *leases*
- *Service Concessions (PPP/PFI)*
- *Financial Instruments*
- *grants receivables*
- *provisions (including the discount rate used where the time value of money is significant and the estimated risk-adjusted cash flows are discounted)*
- *estimation techniques used and changes in accounting estimates (see in particular IAS 8.32 to 40)*
- *value added tax*
- *third party assets*

NDPBs must include the following notes in the appropriate place in the sequence.

1.a Pensions

Past and present employees are covered by the provisions of the [name of the scheme]. *Details of Scheme here.*

1.ab Impending application of newly issued accounting standards not yet effective

The NDPB provides disclosure that it has not yet applied a new accounting standard, and known or reasonably estimable information relevant to assessing the possible impact that initial application of the new standard will have on the NDPB's financial statements.

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2. Analysis of Net Expenditure by Segment

	Segment 1 £000	Segment 2 £000	Segment 3 £000	Total £000
Gross Expenditure				
Income				
Net Expenditure				
Total Assets				
<i>Other items reported to senior management</i>				

3. Staff numbers and related costs

a. Staff costs comprise:

			200W-0X £000
	Total	Permanently employed staff	Others
Wages and salaries			
Social security costs			
Other pension costs			
Sub Total			
Less recoveries in respect of outward secondments			
Total net costs*			
:			

Details of the NDPB's pension scheme details as required by IAS 19 should be provided here

Average number of persons employed

The average number of whole-time equivalent persons employed during the year was as follows.

200W-0X

Number

	Total	Permanent staff	Others	Total
Directly Employed				
Other				
Staff engaged on capital projects				
Total				

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3.1 Reporting of Civil Service and other compensation schemes - exit packages

(Illustrative note for inclusion in resource accounts)

Comparative data to be shown (in brackets) for previous year.

1	Exit package cost band	Number of compulsory redundancies	Number of other departures agreed	Total number of exit packages by cost band
2	<£10,000			
3	£10,000 - £25,000			
5	£25,000 - £50,000			
6	£50,000 - £100,000			
7	£100,000- £150,000			
8	£150,000- £200,000			
9	Total number of exit packages by type			
10	Total resource cost /£			

Redundancy and other departure costs have been paid in accordance with the provisions of the Civil Service Compensation Scheme, a statutory scheme made under the Superannuation Act 1972. Exit costs are accounted for in full in the year of departure. Where the department has agreed early retirements, the additional costs are met by the department and not by the Civil Service pension scheme. Ill-health retirement costs are met by the pension scheme and are not included in the table.

[Note: entities should provide additional text if any payments are not covered by the CSCS, for instance, ex-gratia payments agreed with the Treasury or scheme details where using another scheme. Other schemes are most likely to apply in NDPBs not listed in Schedule I to the Superannuation Act 1972 and may apply different statutory compensation terms]

4. Other Expenditure

200X-0Y
£000

200W-0X
£000

Note

The following expenditure items(if incurred) must be listed individually within this note, although not necessarily in this order. Best practice suggests that the items are presented in descending order of magnitude.

Running Costs

Rentals under operating leases

Interest charges

PFI and other service concession arrangements
service charges

Research and Development expenditure

Non-cash items

Depreciation

Amortisation

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Profit on disposal of asset		<i>Where netted off expenditure within the Statement of Comprehensive Net Expenditure</i>
Loss on disposal of property, plant and equipment		
Provision provided for in year	14	
Unwinding of discount on provisions	14	

In addition, other expenditure should be analysed and any significant items listed individually as part of this table. You should NOT insert a shoulder heading of 'other' and then provide a separate note analysing 'other'. That is not helpful to the reader of the accounts.

Total

During the year the NDPB purchased the following non-audit services from its auditor, [name Auditor, e.g. the National Audit Office][list services received with details of cost]

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5. Income

Drafting note: this note analyses the Income recorded in the Statement of Comprehensive Net Expenditure.

		200X-0Y	200W-0X
		£000	£000
		Total	Total
Income source 1	<i>Income should be analysed by type (sales of services; sales of goods; interest; royalties; and dividends) as required by IAS 18 with any significant items listed individually (examples might be sales of publications, passport fees).</i>		
Income source 2, etc			

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6. Property, plant and equipment

	Land	Buildings	Dwellings	Information Technology	Plant & Machinery	Furniture & Fittings	Payments on Account & Assets under Construction	Total
	£000	£000	£000	£000	£000	£000	£000	£000
Cost or valuation							-	
At 1 April 200X								
Additions								
Donations								
Disposals								
Impairments								
Reclassifications								
Revaluations								
At 31 March 200Y								
Depreciation								
At 1 April 200X								
Charged in year								
Disposals								
Impairments								
Reclassifications								
Revaluations								
At 31 March 200Y								
Net book value at 31 March 200X								
Net book value at 31 March 200Y								
Asset financing:								
Owned								
Finance Leased								
On-balance sheet (SoFP) PFI and other service concession arrangements								
Net book value at 31 March 200Y								

Notes

Insert here a note giving the names and qualifications of the valuers of any assets, what assets they valued, and the date on which they were valued during the year. The note should also state that property, plant and equipment are valued using indices.

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	Land	Buildings	Dwellings	Information Technology	Plant & Machinery	Furniture & Fittings	Payments on Account & Assets under Construction	Total
	£000	£000	£000	£000	£000	£000	£000	£000
Cost or valuation							-	
At 1 April 200W								
Additions								
Donations								
Disposals								
Impairments								
Reclassifications								
Revaluations								
At 31 March 200X								
Depreciation								
At 1 April 200W								
Charged in year								
Disposals								
Impairments								
Reclassifications								
Revaluations								
At 31 March 200X								
Net book value at 31 March 200W								
Net book value at 31 March 200X								
Asset financing:								
Owned								
Finance Leased								
On-balance sheet (SoFP) PFI and other service concession arrangements								
Net book value at 31 March 200X								

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7. Intangible assets

Intangible assets comprise *[insert type (for example, software licences)]*

	Total £000
Cost or valuation	
At 1 April 200X	
Additions	
Donations	
Disposals	
Impairments	
Revaluation	
At 31 March 200Y	
Amortisation	
At 1 April 200X	
Charged in year	
Disposals	
Impairments	
Revaluation	
At 31 March 200Y	
Net book value at 31 March 200X	
Net book value at 31 March 200Y	
Cost or valuation	
At 1 April 200W	
Additions	
Donations	
Disposals	
Impairments	
Revaluation	
At 31 March 200X	
Amortisation	
At 1 April 200W	
Charged in year	
Disposals	
Impairments	
Revaluation	
At 31 March 200X	
Net book value at 31 March 200W	
Net book value at 31 March 200X	

8. Financial Instruments

As the cash requirements of NDPB Green are met through Grant-in-Aid provided by Department X, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body. The majority of financial instruments relate to contracts to buy non-financial items in line with the NDPB's expected purchase and usage requirements and the NDPB is therefore exposed to little credit, liquidity or market risk.

ONLY where the NDPB is exposed to risk should the appropriate IFRS 7 disclosures be made: Disclosures should be given only where they are necessary because the NDPB holds financial instruments that are complex or play a significant medium to long-term role in the financial risk profile of the NDPB. In such cases NDPBs should explain the significance of such instruments as required by IFRS 7 and disclose the carrying values following the requirements of the FReM and IAS 32 and IAS 39 and within the IFRS 7 headings to the extent they are relevant. Where the NDPB does not face significant medium to long-term financial risks, then it is sufficient to

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make a statement to that effect – similar to that above. (Given that all NDPBs have financial instruments within the scope of IAS 32, silence is not an option.)

9. Impairments

NDPBs should insert here, if relevant, a note that reports the total impairment charge for the year, showing any movement between the revaluation reserve and the general reserve.

10. Inventories

	200X-0Y £000	200W-0X £000
Inventories		
	<i>Inventories should be listed by appropriate classification (e.g., publications, medical supplies).</i>	

11. Trade receivables and other current assets

	200X-0Y £000	200W-0X £000
Amounts falling due within one year:		
Trade receivables		
Deposits and advances		
Other receivables		<i>Other receivables should be analysed and any significant items disclosed separately</i>
Prepayments and accrued Income		
Current part of PFI and other service concession arrangements prepayment		
Current part of NLF loan		
	200X-0Y £000	200W-0X £000

Amounts falling due after more than one year:

Trade receivables
Deposits and advances
Other receivables
Prepayments and accrued Income

12. Cash and cash equivalents

200X-0Y £000	200W-0X £000
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Balance at 1 April	
Net change in cash and cash equivalent balances	
Balance at 31 March	<hr/>
	<hr/>
The following balances at 31 March were held at:	
Commercial banks and cash in hand	
Short term investments	
Balance at 31 March	<hr/>
	<hr/>

13. Trade payables and other current liabilities

	200X-0Y £000	200W-0X £000
Amounts falling due within one year		
VAT		
Other taxation and social security		
Trade payables		
Other payables		<i>Other payables should be analysed and any significant items disclosed separately</i>
Accruals and deferred Income		
Current part of finance leases		
Current part of imputed finance lease element of on balance sheet (SoFP) PFI and other service concession arrangements		
Current part of NLF loans		
	<hr/>	<hr/>
	<hr/>	<hr/>
Amounts falling due after more than one year:		
Other payables, accruals and deferred Income		
Finance leases		
Imputed finance lease element of on-balance sheet (SoFP) PFI and other service concession arrangements		
NLF loans		
	<hr/>	<hr/>
	<hr/>	<hr/>

14. Provisions for liabilities and charges

	Provision 1 £000	Other £000	Total £000
Balance at 1 April 200X			
Provided in the year			
Provisions not required written back			
Provisions utilised in the year			

Key provisions should be analysed. Headings might include

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Unwinding of discount	<i>'legal', 'nuclear decommis- sioning' etc</i>
Balance at 31 March 200Y	

Analysis of expected timing of discounted flows

	Provision 1	Other	Total
	£000	£000	£000
Not later than one year			
Later than one year and not later than five years			
Later than five years			
Balance at 31 March 200Y			

NDPBs should give brief details of each of the other provisions: what they are, how the provision is calculated, the period over which expenditure is likely to be incurred; and the discount rate where the time value of money is significant.

15. Capital commitments

	200X-0Y	200W-0X
	£000	£000
Contracted capital commitments at 31 March 200Y not otherwise included in these financial statements		
Property, plant and equipment		
Intangible assets		

16. Commitments under leases

16.1 Operating leases

Total future minimum lease payments under operating leases are given in the table below for each of the following periods.

	200X-0Y	200W-0X
	£000	£000
Obligations under operating leases for the following periods comprise:		
Land		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
Buildings		
Not later than one year		
Later than one year and not later than five years		
Later than five years		

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Other:
 Not later than one year
 Later than one year and not later than five years
 Later than five years

16.2 *Finance leases*

Total future minimum lease payments under finance leases are given in the table below for each of the following periods.

	200X-0Y £000	200W-0X £000
Obligations under finance leases for the following periods comprise:		
Buildings		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
Less interest element		
Present Value of obligations		
Other		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
Less interest element		
Present Value of obligations		

	200X-0Y £000	200W-0X £000
Present Value of obligations under finance leases for the following periods comprise:		
Buildings		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
Total Present Value of obligations		
Other		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
Total Present Value of obligations		

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17. Commitments under PFI and other service concession arrangements contracts

17.1 Off-balance sheet (SoFP)

For each relevant PFI and other service concession arrangement, this note should:

- state what the contract is for and note that the property is not an asset of the NDPB;
- give the estimated capital value; and
- give details of any prepayments, reversionary interests, etc and how they are accounted for.
- disclose the total payments to which they are committed for each of the following periods

	200X-0Y £000	200W-0X £000
Obligations on balance Sheet (SoFP) Service Concessions for the following periods comprise		
Not later than one year		
Later than one year and not later than five years		
Later than five years		

17.2 On-balance sheet (SoFP)

For each relevant PFI and other service concession arrangement, this note should:

- state what the contract is for and note that, under IFRIC 12, the asset is treated as an asset of the NDPB;
- note that the substance of the contract is that the NDPB has a finance lease and that payments comprise two elements – imputed finance lease charges and service charges – and provide details of the imputed finance lease charges in the table below.

	200X-0Y £000	200W-0X £000
Total obligations under on-balance sheet (SoFP) service concession arrangements for the following periods comprises:		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
Less interest element		
<i>Present value of obligations</i>		

	200X-0Y £000	200W-0X £000
Present Value of obligations under on balance sheet (SoFP) service concession arrangements for the following periods comprise:		

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Not later than one year	
Later than one year and not later than five years	
Later than five years	
Total Present Value of obligations	<hr/> <hr/>

17.3 Charge to the Statement of Comprehensive Net Expenditure and future commitments

The total amount charged in the Statement of Comprehensive Net expenditure in respect of off-balance sheet (SoFP) PFI and other service concession arrangements transactions and the service element of on-balance sheet (SoFP) PFI and other service concession arrangements transactions was £s,000 (200W-0Y: £t,000); and the payments to which the NDPB is committed is as follows.

	200X-0Y £000	200W-0X £000
Not later than one year		
Later than one year and not later than five years		
Later than five years		
	<hr/> <hr/>	<hr/> <hr/>

18. Other financial commitments

The NDPB has entered into non-cancellable contracts (which are not leases or PFI and other service concession arrangements), for [state what service is being provided to the NDPB]. The payments to which the NDPB is committed are as follows.

	200X-0Y £000	200W-0X £000
Not later than one year		
Later than one year and not later than five years		
Later than five years		
Less Interest		
Present value of obligations	<hr/> <hr/>	<hr/> <hr/>

19. Contingent liabilities disclosed under IAS 37

The NDPB has the following contingent liabilities (list with explanatory narrative)

The NDPB has entered into the following unquantifiable contingent liabilities. None of these is a contingent liability within the meaning of IAS 37 since the possibility of a transfer of economic benefit in settlement is too remote.

(list)

NDPBs should give an explanation as to why the liabilities are unquantifiable and, should any of them relate to an NDPB, that fact should be noted.

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20. Related-party transactions

The NDPB should disclose here its the parent and other bodies sponsored by its parent. These bodies are regarded as related parties with which the NDPB has had various material transactions during the year.

In addition, the NDPB has had [a small number of][various material] transactions with other government departments and other central government bodies.

No board member, key manager or other related parties has undertaken any material transactions with the NDPB during the year. *[Drafting note: if there have been material transactions, they should be disclosed.]*

21. Third-party assets

Where the or NDPB has third party assets as defined in the Financial Reporting Manual, a brief statement should be made here about the capacity in which the or NDPB acts that gives rise to these assets. The note should then go on to say: These are not NDPB assets and are not included in the accounts. The assets held at the reporting period date to which it was practical to ascribe monetary values comprised monetary assets, such as bank balances and monies on deposit, and listed securities. They are set out in the table immediately below.

	31 March 200X £000	Gross inflows £000	Gross outflows £000	31 March 200Y £000
Monetary assets such as bank balances and monies on deposit				
Listed securities				

Other significant assets held at the reporting period date to which it was not practical to ascribe monetary values comprised:

Any necessary details should be given of any investments in unlisted non monetary financial assets and of physical assets, the numbers of which should be disclosed in the following categories:

	31 March 200Y Number	31 March 200X Number
Residential property		
Farms and other agricultural holdings		
Other property assets		
Motor vehicles, boats and caravans		
Chattels deemed of significant value:		
Works of art		
Antiques and collections		
Silverware and jewellery		
<i>Other significant categories</i>		
Miscellaneous		

[Drafting note: the note should also refer to where any additional information might be found about the activities giving rise to the third party assets.]