



**To the Chief Financial Officer  
of local authorities in England, Wales and Scotland**

**Circular 132**

**16 May 2003**

### **Provision of data to third parties**

Local authorities occasionally ask the Public Works Loan Board to provide their financial advisers with portfolio data, usually in electronic form. Most requests have been for information to be provided for a given date but the Board has also been asked to provide updated sets at regular intervals.

The Board is prepared to cooperate with reasonable such requests, subject to the following:

- 1) The Board is provided with the borrower's consent by a signed letter, on headed paper, stating to whom the data should be sent.
- 2) It is understood that the Board will make every effort to ensure the accuracy of the data provided, but assumes no liability for errors or for the use made of the data.
- 3) If the arrangement is for information to be provided periodically until further notice:
  - a) the data will normally be supplied four times a year soon after the end of each quarter;
  - b) borrowers must tell the Board if they wish to withdraw from the arrangement. The Board will discontinue supplying information only if instructed to do so.

**H D Watson  
Secretary to the Board**