

Explanation of variances – pro forma

Name of smaller authority: [Redacted]
 County area (local councils and parish meetings only): [Redacted]

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- **New from 2020/21:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	20xx/xx £	20xx/xx £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	[Blue Box]	[Blue Box]				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	[Blue Box]	[Blue Box]	0	0.00%	NO		
3 Total Other Receipts	[Blue Box]	[Blue Box]	0	0.00%	NO		
4 Staff Costs	[Blue Box]	[Blue Box]	0	0.00%	NO		
5 Loan Interest/Capital Repayment	[Blue Box]	[Blue Box]	0	0.00%	NO		
6 All Other Payments	[Blue Box]	[Blue Box]	0	0.00%	NO		
7 Balances Carried Forward	0	0			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	[Blue Box]	[Blue Box]				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	[Blue Box]	[Blue Box]	0	0.00%	NO		
10 Total Borrowings	[Blue Box]	[Blue Box]	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable