

Explanation of variances – pro forma

Name of tender authority: **Adon Highways Market Council**
 County area (four councils and Highways Unit):

Insert figures from Section 3 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 (must include narrative and supporting figures)
1 Balances Brought Forward	7,120	6,801					
2 Precept or Rates and Levies	7,388	7,400	12	0.16%	NO		
3 Total Other Receipts	282	3,711	3,359	954.26%	YES		Tax refund £407 more. Grant £2852 Neighbourhood DP
4 Staff Costs	2,818	2,918	0	0.00%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	8,141	4,384	-257	5.00%	NO		
7 Balances Carried Forward	6,801	10,110			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	0	0				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	0	0	0	0.00%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £3 are tolerable

Variances of £200 or less are tolerable