

Explanation of variances – pro forma

Name of smaller authority: **Hatfield & District GPC**

County area (total councils and): **Hertfordshire**

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 onwards: 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).

	2020/21 £	2021/22 £	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
1 Balances Brought Forward	16,091	16,810				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	6,000	6,000	0	0.00%	NO		
3 Total Other Receipts	277	89	-197	71.12%	YES		Vat recovered & received. Or one year £277 is two years)
4 Staff Costs	3,791	4,215	424	11.18%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,767	1,655	-112	6.34%	NO		
7 Balances Carried Forward	16,810	17,020			YES	VARIANCE EXPLANATION NOT REQUIRED TO WHY CARRY FORWARD RESERVES ARE	Slowly decreasing Bank Balance. Reserves built up for for Election
8 Total Cash and Short Term Investments	16,810	17,020				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments	2,185	2,185	0	0.00%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable