

Suggested layout for explanations of individual variances

One sheet to be prepared for each variance that requires explanation.

<b>Authority name and reference</b>	SITHNEY PARISH Council - CWL127	
<b>BOX NO</b>	6 - All other Payments	£
(b) Figure in 2017 column	6,965	
(a) Figure in 2016 column	14,173	
<b>(d) Total variance: 2017 figure less 2016 figure: (b - a)</b> A positive figure is an increase (+) a negative figure is a decrease (-)	-7208	

Reasons (as many as are applicable)	Amount £
Reason 1 This year we spent - £6040 less than last year on new Assets that we Purchased in 2015/2016 - printer	-6040
Reason 2 Laptop + SX notice Boards.	
Reason 3	
<b>(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)</b>	-6040
<b>(f) Unexplained amount £ of total variance at (d - e)</b>	-1168
Unexplained as % of 2016 figure (f / a *100)	8.24 %
<b>Confirm unexplained amount is less than 15% of 2016 figure</b> YES - satisfactorily explained NO - provide further explanations	Yes