Control plan — two checks for 55 % of discrepancies

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Ranked by discrepancies spared · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **The checks are written, measured over five financial years and ready to run alongside the usual verification** for a fortnight — **if their output adds nothing, they stop at a word.**

The two checks to open, in this order

Check	What it matches	Discrepancies spared per year	What it produces when it finds one
1 — Office allocation	**The payment, the enrolled child, the service used and the adopted rate**	**412**	**The payment filed automatically by the rule, or raised if the child was recorded at both services**
2 — Invoice matching	**The receipt and the family portal invoice**	**268**	**The match proposed from the attendance record and the amount**

Check	What it matches	Discrepancies spared per year	What it produces when it finds one
Subtotal	—	**680 — 55 % of discrepancies**	—
3 — Duplicate	Family, amount, service, slot, invoice reference	248	**Opening deferred: see the attachment on the tightened criterion**
4 — Remittance gap	Receipt book total and amount remitted	76	The day's payments ranked by likelihood

The written allocation rule — the case of the 412 payments

Element	Content
Finding	**412 payments a year entered against the wrong office, almost all between canteen and after-school care**
The written rule	**The service is deduced from the child's attendance slot, not from the amount**
Run over the year	**396 payments filed correctly, 16 sent back to the revenue manager's check**
The 16	**All days when the child was recorded at both services — the only case the rule does not settle**

That is the difference between flagging a discrepancy and treating its cause. A check that raises the same discrepancy 412 times consumes 412 verifications; **a written rule, settled once, removes 396 of them and leaves the trace of the decision.**

The proposed trial fortnight

Step	Duration	Who decides

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The two checks run alongside the usual verification	**One fortnight**	—
Comparison of the two outputs, line by line	**Half an hour**	**The revenue manager**
Bringing into force, or stopping	immediate	**The revenue manager — one word either way**

> **On the trial day of 94 payments, the two checks found 6 discrepancies**, and **all 6 would have been discovered at the month-end close, when the original document can no longer be consulted.** The check creates no work: **it brings it forward by three weeks.**

For the authority to settle

Date of the trial fortnight and office selected: _____

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