



County assembly — backward schedule and 31 reports reviewed

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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Six sittings a year, complete notices within the regulatory deadlines · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **A resolution backward schedule is the reverse calendar of an assembly item:** which document must be ready on which date so that the resolution is taken in due form and within the regulatory deadlines. **It is held by the agent and reviewed by the department.**

The backward schedule of one sitting

Deadline	What the agent hands over	What the department decides
D-21	List of the items announced by the departments, with the real state of each one's documents	The items kept on the agenda
D-14	Legal review of the 31 drafts, correction points already drafted	The corrections retained

Deadline	What the agent hands over	What the department decides
D-12	Notice and reports assembled, complete	The sending to the county councillors
D+1	Record of decisions, draft minutes, transmission slips to the State representative	The signature

The June sitting — 31 resolutions

Point reviewed	Number	What is handed over
Reports reviewed	31	4 call for a correction
References to texts to take up	2	Version in force and replacement wording
Signatory's authority	1	Delegation of signature in force at the planned date
Gap between report and financial annex	1	Amount reconciled across the two documents
Earlier resolutions touched	7	Replacement mentions written into the drafts

What the year gave

Measure	Last year	This year
Complete notices	4 of 6	6 of 6
Draft minutes available	15 days	The next morning
Resolutions withdrawn from the agenda for a missing document	3	0
Instrument updates reconciled with a resolution	—	19 across the 6 sittings

A June resolution and a 2023 resolution can no longer say two different things about the same rate: for each item, the list of instruments superseded or amended goes to the department concerned at the same time as the review, **at D-14, with the resolution that commands them.**

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