



Briefing note — taking over the water networks

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Three costed scenarios for the executive bureau · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. *A briefing note is the short document that sets a question before those who must decide it: what is at stake, what the papers say, and the possible routes. The decision belongs to the executive bureau; the note hands it to them documented, every figure pointing back to its source.*

The history of the file, reconstructed from the papers

Paper	Date	What it brings
Ruling memo on surface water drainage	14/09/2021	The executive's position at the time
Resolution of the bureau	10/2021	What was decided, and what was deferred
Two letters from mayors	2023 and 03/2026	The March one is still without a written reply

Paper	Date	What it brings
Operator's reports	3 financial years	The state of the three networks, every figure pointing back to its page

The three timetable scenarios, costed from your reports

Scenario	Budget impact	What it changes for service users
A — all three networks taken over in one year	The cost falls on one budget	All three municipalities are served the same year
B — phased over three years	Cost spread out	The third municipality waits two years longer than the first
C — two stages, the two most degraded networks first	Cost over two years	Serves first the 2,200 service users hit by last year's most frequent interruptions

None of the three scenarios is an opinion: they are three calculations made from the operator's reports and the resolutions in force. **The bureau can ask for a fourth in session: it is costed before the item closes.**

What the note distinguishes, and what matters for the resolution

Question	Answer drawn from the papers
What the resolutions in force already allow	Set out with the date of each
What would require a new resolution	Flagged point by point
What remains without a written reply	The March letter from the plateau mayor

What is proposed next

Measure	Effect	Decision
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The same note built for the five recurring files of the bureau	Water, waste, transport, housing, economic development — prepared the evening before	The secretariat only reviews what has moved since the last session
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A note prepared at the weekend and a note prepared the evening before contain the same thing. The difference lies elsewhere: **the second can be corrected by the executive before the session, and the first arrived too late for that.**

For the body to settle

Scenario retained by the executive bureau: _____

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