
From: Geoff Gilbert
Sent: 19 March 2007 10:09
To: Trudi Craggs; Miriam Thorne
Cc: Matthew Crosse
Subject: RE: Monthly report

Trudi

I don't think the TS format makes much difference. Miriam and I discussed some tweaks when TS came to see us with the new report so that we give visibility to the significant issues. I agree that the report needs to be a little more transparent in terms of communicating the criticality of issues and problems. Could I leave you to resolve with Miriam – I'm getting a little pressed with all my other issues and actions this week.

Thanks

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From: Trudi Craggs
Sent: 19 March 2007 07:51
To: Geoff Gilbert; Miriam Thorne
Cc: Matthew Crosse
Subject: Monthly report

Geoff/Miriam

I discussed with Miriam last week my thoughts on the monthly report format and my concern that the key issues/decisions are not very transparent to the board given the current format. Equally the papers produced by the team do not really give an indication of how crucial an issue is.

I realise the format will change if we move to the Transport Scotland format - if that is the case will this make it any better (or in fact worse!). Perhaps we could then do an executive summary highlighting key issues.

Could we meet to discuss at some point this week so that we can improve our reporting.

I could do Monday am, Thursday am or Friday pm.

Thanks
Trudi