

**Date: 5 December 2023**

**Item: Members' Suggestions for Future Discussion Items**

---

**This paper will be considered in public**

**1 Summary**

1.1 This paper presents the current forward plan for the Panel and explains how this is put together. Members are invited to suggest additional future discussion items.

**2 Recommendation**

2.1 **The Panel is asked to note the forward plan and invited to raise any suggestions for future discussion items.**

**3 Forward Plan Development**

3.1 The Board and its Committees and Panels have forward plans. The content of the plans arise from a number of sources:

- (a) Standing items for each meeting: Minutes; Matters Arising and Actions List; and any regular quarterly reports. For this Panel this is the Quarterly Customer Service and Operational Performance Report.
- (b) Regular items (annual, half-year or quarterly) which are for review and approval or noting.
- (c) Matters reserved for annual approval or review: Examples include benchmarking report.
- (d) Items requested by Members: The Deputy Chair of TfL and the Chair of this Panel will regularly review the forward plan and may suggest items. Other items will arise out of actions from previous meetings (including meetings of the Board or other Committees and Panels) and any issues suggested under this agenda item.

**4 Current Plan**

4.1 The current plan is attached as Appendix 1. Like all plans, it is a snapshot in time and items may be added, removed or deferred to a later date.

**List of appendices to this report:**

Appendix 1: Customer Service and Operational Performance Panel Forward Plan 2023/24

**List of Background Papers:**

None

Contact Officer: Andrea Clarke, Interim General Counsel

Email: [AndreaClarke@tfl.gov.uk](mailto:AndreaClarke@tfl.gov.uk)