**Appendix 7- Template Agenda**

**ROAD HAULAGE ASSOCIATION**

**XXXX REGION**

**CONFIDENTIAL – FOR THE INFORMATION OF MEMBERS ONLY**

**XXXth MEETING OF THE XXX REGIONAL COUNCIL TO BE HELD**

**IN PERSON AT XXX**

**OR BY VIDEO CONFERENCE CALL**

**ON XXXX COMMENCING AT XXXX.**

**AGENDA**

**1 General**

1a Chairperson Introductory Remarks and Welcome.

1b Apologies – to receive apologies for absence. (Presenter)

1c Actions from previous meeting/s

1d Minutes

To agree minutes of previous meeting on XXXX and circulated under reference XXXX

1e Matters arising from the minutes

2 **Public Affairs & Policy**

2a To receive an update (Presenter)

3 **National**

3a Board of Directors report & commercial update (Presenter)

3b RHA Benevolent Fund update (Presenter)

3c Truck Cartel, to receive an update on progress (Presenter)

**4 Regional**

4a Review membership applications, deletions and re-in statements, .

4b Regional Membership Update (Presenter)

4c Regional Update/Activities (Presenter)

4e

4f

**5 Proposals from the RC to the BoD** (Presenter)

**6 Any Other Business**

To discuss any other business admitted by the Chairperson.

**7 Confidentiality**

To note the proceedings and documents of the Council are confidential.

**8 Dates of Future Meetings**