



## Aims and Objectives

1. To provide a selected group of strategically placed access hire companies with the ability to offer UK- and Ireland-wide coverage;
2. To provide other Members with information regarding equipment, market potential opportunities and competing associations;
3. To improve buying synergies and scale;
4. To improve each Member's service to customers through having a much larger range of equipment available.



## Conditions of Membership

### 1. The Hire Fleet

- a. Membership is open to companies that are existing members of the International Powered Access Federation (IPAF) and which have achieved the IPAF Rental + accreditation. Such companies would also have to be able to provide IPAF training.
- b. In addition, the size of any Member's fleet is important and should normally exceed 50 machines. This condition can be waived in very exceptional circumstances for a company that can show it is in a geographically isolated position.
- c. Fleets need to be modern, well maintained and manufactured by mainstream manufacturers so as to provide national continuity for our Customer's Operators.
- d. Upon admission, all equipment is to carry the ACCESS LINK logo.

### 2. Service

- a. Members should aim to offer a maximum response time of 3 hours for breakdowns.
- b. Member's equipment must carry a current LOLER Test Certificate.
- c. Member's equipment must carry an Operator Manual.
- d. Members need to continue to be able to offer suitable IPAF Operator training either through themselves or a non-competing third party.
- e. Member's Terms and Conditions of hire should be those of a recognized standard i.e. IPAF, CPA, HAE.

### 3. Marketing

- a. Members will show the LINK Map and Logo on brochures/website.
- b. Members will show the LINK Logo on all stationery.
- c. Individual Members agree that an element of the annual income should be used for LINK marketing purposes.
- d. The LINK will, on occasions, assign a Sub Committee or Working Group to select suitable advertising campaigns and Members agree to support such campaigns.
- e. The Chair can use any sponsorship from suppliers for advertising, marketing and training.

### 4. Support for the LINK and its Members/Meeting Attendance

- a. Members will, where possible, be present for all of the LINK's periodic meetings.

- b. Attendance at these meetings is to be by approved representatives such as Principals/Directors/ Partners and Senior Management who can accompany these approved representatives.
- c. Non-attendance by a member company as outlined in point b. above for three consecutive meetings will be recorded by the Chair with a view to re-evaluating the membership status of the member company.
- d. The content of meetings is to be held in confidence.
- e. The enrolment or removal of Members is by simple majority approval (one vote per member company) of existing Members, based on the criteria set out in this document. Any Member will have the opportunity to voice professional concerns to the Chair about a potential new member prior to a vote being taken.

## **5. Pricing & Invoicing**

- a. No discussions about retail prices, attempts at fixing prices or tenders or to limiting fleet sizes shall be permitted. Any attempt at such practices will entitle the Chair to order the immediate removal of the Member without the need for a vote under 4(e) above.
- b. An inter-company re-hire price guide exists which is strictly for guidance purposes only and members shall trade with each other under their own terms. No guidance shall be given by LINK on retail prices to be charged by members.
- c. All billing queries between members to be raised within 14 days of receipt of the invoice.
- d. Members should settle cleared invoices within 60 days.

## **6. Meetings**

- a. Currently held four times annually and at convenient premises. Consideration is to be given to those in distant parts and every effort made to be fair in setting the venues. The last meeting each calendar year to include the AGM
- b. Meetings to be meaningful, worthwhile and of interest to all present. Issues such as Safety, Finance, Marketing, Market Trends, Suppliers, Opportunities, Dangers, Threats, Business Problems, Employment Opportunities, Transport matters and Legal issues.
- c. As well as the Host Company, other Guest Speakers will be invited to present information, such as that described in 6(b), which will be of interest to the majority.

## **7. Organisational Structure**

- a: Access Link is a not for profit organisation of member companies involved in the access rental industry.
- b: Its current management structure is as follows:
  - i.) Independent Permanent Chair who is remunerated from access Link funds on a daily fee and expenses basis subject to the approval of if executive committee.
  - ii.) An executive committee/board will not exceed four people including the Chair. This committee is and the Chair is subject to re-election or replacement by a simple majority of the membership every two years at its AGM.

## **8. Dispute Resolution**

All matters of dispute/conflict between member companies should be referred to an independent person for decision, as determined by the executive committee in its sole discretion, or, if deemed appropriate by the Chair, for inclusion in the agenda for the next meeting.