

As discussed at the Inaugural  
Link-up Steering Group meeting  
September 21<sup>st</sup>, 2011

SUBJECT TO FINAL APPROVAL  
BY THE STEERING GROUP



services for professional procurement  
**be better informed, make better decisions**



Link-up Working Group  
Remits

v3 Platform

Product Code  
Review

Link-up Audit

EU Procurement  
law

Sustainability

- It was agreed to set up these 5 Working Groups.
- Interest was already received for all Working Groups.
- The Working Groups are open to all organisations related to the GB rail industry.
- All Steering Group members as well as Achilles will promote involvement in the Working Groups to ensure an appropriate balance of Working Group members.

v3 Platform

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Sustainability

## Remit

- Research requirements and develop recommendation for Link-up version 3 with regards to:
  - Platform
  - Supplier Questionnaire
  - Search Facility
  - Performance Feedback
  - Additional questions
  - Scoring
  - Data accessibility
  - Platform integration with other schemes
  - Usability
  - Longer term platform vision
  - Other platform functionalities
- Subject to EU Procurement law, the Steering Group regards Accelerate as the preferred solution for v3. It's the task of the v3 Platform Working Group to validate applicability and implementation/migration impacts.

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## Remit

- Develop governance model for product code hierarchy and guidelines for product code minimum requirements (e.g. Length of description).
- Review and recommend changes to current Link-up product codes with the aim to rationalise and simplify, including
  - Overall structure
  - MECE Principle: Mutually exclusive and collectively exhaustive
  - Risk categorisation
  - Introduction and deletion of product codes
  - Appropriate descriptions
- Identify and overcome conflicts and duplication in coding with other schemes .
- Develop concept for communication and guidance of product code hierarchy for both buyer and suppliers (directory, product code selection support).

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## Remit

- Develop and govern audit programme that is recognised across the industry, including
  - Audit protocol that satisfies Infrastructure Controllers' company standard (NR 302, LUL etc.) and reduces duplication with other schemes
  - Audit reports, delivery and frequency
  - Increased usage of audit outcomes by members of the scheme and beyond

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## Remit

- Review Link-up processes to ensure Link-up is compliant to EU Procurement legislation.
- Review output from other Working Groups to ensure continued compliance with EU Procurement legislation.
- Develop training for and communication of new legal requirements in close collaboration with Achilles' EU Services Team.
- Share best practices and discuss implications of new legislation.

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## Remit

- Recommend whether Sustainability aspects should be included in the Link-up scheme.
- If the recommendation is to include them, develop concept for inclusion in questionnaire and audit protocol that ensures coverage of Sustainability aspects in the supply chain, e.g.:

### Social / Economic factors:

- Diversity, Ethics – Labour standards, Communities, Health & Safety wellbeing, Heritage

### Environment:

- Energy & Carbon, Network Resilience, Waste, Water, Biodiversity, Pollution



Thank you

Please direct questions on Working Groups to the Link-up team at Achilles:

Annette Poehl  
Director Rail and Transport  
[annette.poehl@achilles.com](mailto:annette.poehl@achilles.com)



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