



## LOWER DON VALLEY FLOOD DEFENCE PROJECT – CHANNEL MAINTENANCE REGIME

### Delivery Model and Recommendations

The delivery model was adapted by the River Stewardship Company from previous projects within the LDV area and developed to respond to the objectives of the Pilot Stage (July 2014 to July 2015) as defined by the BID Steering Group. During the Pilot Stage, the original objectives and delivery model have evolved, been reviewed and developed, as summarised in the table below.

All activity will be managed between years and across the full life of the Business Improvement District to June 2019 by the Client. Where requirements necessitate, for example in accordance with the budget, the prioritisation of activities will be reviewed and amended to ensure that the contract does not exceed the funding available. This will require an ongoing and open process of liaison and cooperation between the Client, BID Steering Group and contractor.

ORIGINAL CONTRACT SCOPE – JULY 2014		UPDATED CONTRACT SCOPE – AGREED BY THE BID STEERING GROUP OCTOBER 2015	
Original Geographical Scope	Updated Geographical Scope		
<ul style="list-style-type: none"> <li>• Nine sections, starting at Nursery Street (Corporation Street Bridge) through to the downstream end of Meadowhall Road at the Source Training Academy (though work to date has been limited to Alsing Road due to inability to access downstream reach as a result of construction works relating to the BRT Bridge as part of the Tinsley Link Road)</li> </ul>	<ul style="list-style-type: none"> <li>• Divide river into sub-sections to allow more specific and manageable analysis and reporting.</li> <li>• Eleven sections (see plan at Appendix 8), including entirely the nine identified originally (starting at Nursery Street (Corporation Street Bridge) through to the downstream end of Meadowhall Road at the Source Training Academy), plus three more:               <ul style="list-style-type: none"> <li>◦ Kelham Penstock/Goit (new section 0)</li> <li>◦ Sanderson's Goit (to be included within the scope of section 6)</li> <li>◦ Blackburn Brook – downstream end, approximately from Fife Street (new section 10)</li> </ul> </li> </ul>		
Original Pilot Stage Outcomes	Updated Scope of Channel Maintenance Contract 2016-19		PRIORITISATION OF ACTIVITY AND NOTES
1. Regular inspection of flood defence structures, flood gates and	1. Regular inspection of flood defence structures.		Priority 1 – core requirement

<p>flap valves. This would involve a fairly high level visual 'observation' of new and existing structures to highlight any obvious issues, e.g. damage and vandalism. A schedule of structures and 'Inspection Checklist' would support this process. More detailed structural/mechanical inspection, testing and resulting maintenance would fall within a different contract to be procured separately.</p>	<ul style="list-style-type: none"> <li>• Carry out as part of monthly patrols of entire length of the scheme. Involving a high level visual 'observation' of new and existing structures to highlight any obvious issues, e.g. damage and vandalism. More technical structural/ mechanical inspection and testing would fall within a different contract to be procured separately.</li> <li>• Supported by a schedule of existing and new (to be delivered through the physical construction scheme) flood defence assets which is to be created – see tab entitled 'Defence Observation Record' at Appendix 2 for template form for new structures.</li> <li>• All patrol operatives to receive initial 'training' from EA Asset Inspectors, to be arranged by the Client.</li> <li>• Issues to be escalated to the Client who will liaise direct with the appropriate agency (e.g. the Council, Highways Authority/Amey, EA (including their Asset Inspector patrols once/twice per year), Network Rail and other landowners) in accordance with procedure and list of key contacts</li> </ul>	
<p><b>2. Regular inspection, monitoring and clearance of invasive species (e.g. Japanese Knotweed and Himalayan Balsam) and other shrubs such as Buddleia which can jeopardise the integrity of flood bank and defence structures.</b></p>	<p><b>2. Regular monitoring and clearance of invasive species</b> – e.g. Japanese Knotweed and Himalayan Balsam, which can jeopardise the integrity of flood banks and defence structures.</p> <ul style="list-style-type: none"> <li>• Purpose is to control, not eradicate. Locations and hotspots identified (see item 2 for each section within the table at Appendix 2 – 'Record of RSC Pilot Findings' tab).</li> <li>• Carry out observation as part of monthly patrols of entire length of the scheme.</li> <li>• Involving a treatment programme of two visits per year, and reactive action in response to user/landowner feedback.</li> <li>• Invasive non-native weed management, and pruning back encroaching vegetation from paths, should be carried out during the spring and summer growing season.</li> <li>• Giant hogweed spraying to be included as well.</li> <li>• The contractor shall advise the client, liaising where discretion may be used as to whether action is appropriate in certain cases, for example where cost may out-weigh benefit.</li> <li>• Key contacts and relationships (see key agencies at Appendix 6) to be developed to assist efficient working arrangements with other agencies.</li> <li>• On site information signage (e.g. A Frames) are to be used during the works for the benefit of the general public and interested parties.</li> <li>• All operatives applying herbicide must hold a PA1/PA6 AW certificate of competence, and wear the appropriate PPE and adopt industry best practice safe systems of working.</li> <li>• A permit to apply the specified herbicide by the specified methodology and timescales must be sought from the Environment Agency (Form AqHerb01: Agreement to use herbicides in or near water).</li> </ul>	<p><b>Priority 1 – core requirement</b></p>
	<p><b>3. Regular monitoring and clearance of Buddleia and other woody vegetation which may affect the integrity of riverside walls and defences</b></p> <ul style="list-style-type: none"> <li>• Carry out observation as part of proactive monthly patrols of entire length of the scheme, and reactive action in response to user/landowner feedback.</li> <li>• Buddleia management activity and expenditure is to be prioritised to areas that are not within Amey's highway responsibility (see Appendix 5), and thereafter principally to the following two areas (see Section 5.6 for the full guidelines): <ul style="list-style-type: none"> <li>○ Where located in a river wall which directly <u>is</u> a flood defence structure, i.e. where failure of the structure would lead to a direct and immediate flood risk.</li> <li>○ Where located in a river wall which directly <u>supports</u> a flood defence structure, i.e. where failure of the structure would lead to a direct and immediate flood risk.</li> </ul> </li> <li>• In line with these principles, an annual programme should be rolled out. This can generally happen throughout the year as most buddleia growing from the riverside walls doesn't provide very good nesting habitat, and therefore won't be subject to prior ecological surveys. However, if the work is being carried out in the bird nesting season and the woody vegetation is not buddleia and is likely to provide suitable nesting sites, then an ecological survey and other measures must be put in place prior to felling.</li> <li>• On site information signage (e.g. A Frames) are to be used during the works for the benefit of the general public and interested parties.</li> <li>• When removing established buddleia (which has had 1 or more seasons of growth) and mature trees, they should be cut as flush as possible to the</li> </ul>	<p><b>Priority 2</b></p> <ul style="list-style-type: none"> <li>• To be carried out when considered necessary in line with guiding principles, and where budget permits</li> </ul>

	<p>surface from which they are being cut. To reduce regrowth, the stumps should then be treated with a glyphosate-based herbicide or plugged (a license to apply herbicide by the water must be obtained from the EA). For successive years of treatment, any buddleia regrowth can be sprayed using a glyphosate-based herbicide or pulled by hand from the wall (or cut and treated, as above).</p>	
<p><b>3. Regular inspection, monitoring, and proactive management of trees and other vegetation which may cause blockages in a flood event.</b> This may include heavy duty work such as cutting down and removal of large and well-established species, and preventing re-growth as appropriate. Therefore the ability to undertake, or sub-contract, this type of larger scale works is essential.</p>	<p><b>4. Regular inspection, monitoring and proactive management of trees and other vegetation which may cause blockages in a flood event</b> – This may include heavy duty work such as cutting down and removal of large and well-established species, and preventing re-growth as appropriate. Therefore the ability to undertake, or sub-contract, this type of larger scale works is essential.</p> <ul style="list-style-type: none"> <li>• Carry out observation as part of proactive monthly patrols of entire length of the scheme, and reactive action in response to user/landowner feedback.</li> <li>• Includes routine annual tree management and one-off large-scale tree management (see maps at Appendix 7), to be phased over 2+ years.</li> <li>• Tree management is to generally be carried out in their dormant phase outside of the bird-nesting period, between September and March unless specifically required.</li> <li>• Checks for bat habitats must also be made before any tree work is planned and carried out.</li> <li>• On site information signage (e.g. A Frames) are to be used during the works for the benefit of the general public and interested parties.</li> <li>• Tree removal to be carried out in line with plans proposed during RSC Pilot phase, which are in accordance with the Sheffield River Works Specification.</li> <li>• A license to apply herbicide to cut stumps by the water must be obtained from the EA.</li> <li>• All green waste to be removed from site, unless there are specific woodland areas where green waste can be made into habitat piles. See Appendix 2 for suitable sites. All new man-made, and newly formed natural habitats are to be recorded by type and location and fed back to the Client to bring to the awareness of the relevant agencies as necessary.</li> <li>• Felling and removal of trees by crane is deemed to be the most effective methodology for most of the project sites. Although the direct cost of crane hire/contract lifts may be more expensive than other methods, this means that the work will take less time to complete than other methods, making savings on labour and reducing disruption to the landowner to a minimum. It also means that there is little to no ecological disruption within the watercourse and is better from a health and safety point of view.</li> <li>• Due to delays in developing the work to a stage where it can be delivered, the works at Sandersons Weir/Goit took place during June/July. This wasn't ideal as it was within the bird nesting season, however this was mitigated for through bird nesting and bat surveys run by SCC-appointed ecologists ECUS, alongside using an ecological Clerk Of Works. If required, this shows that with specific measures, tree felling can be carried out within the bird-nesting season.</li> <li>• Where works may interact with Network Rail assets, early engagement should take place to agree the scope and methodology. Network Rail supervision of work adjacent their assets may be necessary.</li> </ul>	<p><b>Priority 1 – core requirement</b></p>
<p><b>4. Regular monitoring for, and clearance of other debris (e.g. shopping trollies) and tipping.</b></p> <p><b>5. Litter picking</b> - May require prioritisation of hotspots, and reasonable definition of frequency, e.g. every x days / weeks / months.</p>	<p><b>5. Regular monitoring and clearance of other debris (e.g. shopping trollies), tipping and litter picking</b></p> <ul style="list-style-type: none"> <li>• Carry out observation as part of proactive monthly patrols of entire length of the scheme, and reactive action in response to user/landowner feedback.</li> <li>• Removal through regular volunteer days, scheduled or prioritised as necessary in relation to matters raised by third parties.</li> <li>• Newly formed habitats are to be recorded. Client to be advised of type and location in order to bring to the awareness of relevant agencies as necessary.</li> <li>• Planned volunteer days and proactive approaches including engagement and information signposting, alongside ad-hoc responsive work.</li> <li>• To include removal from the river bank, wetted channel and other in-channel features.</li> <li>• Clearance of debris at weirs requires particular consideration of safety and working methods given speed of currents.</li> <li>• Schedule of litter and tipping/debris hotspots to be created as a live document to allow prioritisation of resources if necessary.</li> <li>• One approach to be trialed involved clearance of long standing debris followed by engagement of local businesses and the erection of signs to inform those who may carry out such tipping of the flood risk impacts of their actions. The success of this approach continues to be monitored, and future events may be managed in the same way, however contractors should consider other innovative approaches as well.</li> <li>• Debris and litter management to be carried out all-year round.</li> <li>• Due to the limited access to the River Don running through Forgemasters and the Blackburn Brook running through Alcoa (Firth Rixson), access is to be arranged with the landowners separately and all tasks will be delivered outside of the open-to-all volunteer days. Both Alcoa and Forgemasters need</li> </ul>	<p><b>Priority 1 – core requirement</b></p> <ul style="list-style-type: none"> <li>• Large scale debris which presents a flood risk is most urgent</li> <li>• Smaller scale litter picking recognised as important for quality of environment and amenity, though may have to be prioritised or de-</li> </ul>

	<p>to have sight of the Risk Assessment Method Statement covering the works, and at Forgemasters, operatives must hold a current health and safety scheme qualification, such as IOSH Working Safely or CSCS (as a minimum).</p> <ul style="list-style-type: none"> <li>• A mandatory induction carried out by the site owner is required for working on both of these sites.</li> <li>• Amey are responsible for removing debris accumulation against bridges and other highway structures. Amey (among key partners Appendix 6) should be contacted and the client informed when such accumulations are identified, providing information on location and nature of accumulation (size, type of debris).</li> <li>• Volunteers will be treated as part of the staff team: their induction, instruction, training and supervision should be carried out in line with an agreed procedure to allow them to safely carry out what is being asked of them.</li> <li>• Opportunities will be proactively sought to engage local businesses and other stakeholders and encourage them to join volunteer days, perhaps as part of organisational team building, leadership and training programmes.</li> <li>• A range of opportunities will be offered for members of the public to learn about the volunteering days and join, including various media and communication tools.</li> </ul>	<p>scoped to meet budget constraints during life of contract.</p>
<p><b>6.</b> Clearance of entrances to culverts – limited to the mouth of culvert only as work within structure is specialist technical and confined spaces work involving health and safety hazard, risk assessments and method statements. Schedule of culverts to be developed.</p> <p><b>8.</b> Inspection and clearance of debris from flap valves on all surface water outlets which may obstruct closure during flood events.</p>	<p><b>6. Regular monitoring and clearance of debris from culverts and other openings (e.g. outfall pipes)</b> – to avoid closure of flap valves being obstructed during a flood event (see schedule of openings at Appendix 2.2).</p> <ul style="list-style-type: none"> <li>• Carry out observation (as far as possible from the river bank) as part of proactive monthly patrols of entire length of the scheme, and reactive action in response to user/landowner feedback.</li> <li>• Removal through regular volunteer days, scheduled or prioritised as necessary in relation to matters raised by third parties. Note constraints relating to certain sites and requirements regarding new habitat piles explained at point 5.</li> <li>• Information signposting is to be used during the works.</li> <li>• Limited to the mouth of culvert only as work within structure is specialist technical and confined spaces work involving health and safety hazard, risk assessments and method statements.</li> <li>• Note recommendations regarding volunteers at point 5.</li> </ul>	<p><b>Priority 1 – core requirement</b></p>
<p><b>7.</b> Maintenance of paths and access routes – only for selective agreed locations, e.g. maintenance access routes, where Amey are not employed to do this already. Involving cutting back vegetation and scraping paths of leaf litter, potentially as part of 'volunteer days'. Schedule to be developed.</p>	<p><b>7. Maintenance of paths and access routes</b> – only for selective agreed locations, e.g. maintenance access routes, where Amey are not employed to do this already.</p> <ul style="list-style-type: none"> <li>• Involving cutting back vegetation and scraping paths of leaf litter, potentially as part of 'volunteer days'. Schedule to be developed.</li> <li>• Carry out observation as part of proactive monthly patrols of entire length of the scheme, and reactive action in response to user/landowner feedback.</li> <li>• During the Pilot Study this clearance work was carried out as part of volunteer days in the area (see item 7 for each section within the table at Appendix 2 – tab entitled 'Record of RSC Pilot Findings'), as it is a suitable task for those volunteers who choose not to, or are unable to, go onto the river bank for whatever reason, and also Friends Of The Blue Loop in some places in coordination with RSC. This would be scheduled or prioritised as necessary in relation to matters raised by third parties. Note constraints relating to certain sites explained at point 5.</li> <li>• On site information signage (e.g. A Frames) are to be used during the works for the benefit of the general public and interested parties.</li> <li>• Pruning back encroaching vegetation from paths should be carried out during the spring and summer growing season.</li> <li>• Questions remain regarding the precise scope of Amey works to avoid duplication, and specific access locations required to enter the river for channel maintenance activities. This needs to be resolved as a priority, but going forward this work will require regular and ongoing liaison with colleagues at Amey.</li> <li>• Any access routes (e.g. footpaths, embankments and stairways) specifically to the river that are not maintained by Amey should be considered a priority within the core scope of works to enable the continuity of the channel maintenance activity throughout the LDV. The RSC has identified 16 such locations where the river is normally accessed in the scheme reach (see tab entitled 'Footpaths and Access Routes' at Appendix 2).</li> <li>• The 'business as usual' path clearance (e.g. Five Weirs Walk) is considered to represent an important aspect of achieving a quality river corridor and public environment, delivering additional benefit through the scheme. However, where Amey have primary responsibility for the footpath, or this is not</li> </ul>	<p><b>Priority 2</b></p> <ul style="list-style-type: none"> <li>• Key access locations may be identified and prioritised</li> <li>• Recommended where delivered as added value as part of volunteer days, though may need to be de-scoped to meet budget constraints during life of contract.</li> </ul>

	<p>vital for access to the river, these areas are considered to represent excellent opportunities for volunteer activity but are unlikely to be accorded high priority for BID expenditure.</p>	
<p><b>9. Management and disposal of waste produced through contracted activities</b></p>	<p><b>8. Management and disposal of waste produced through contracted activities</b> – Specification based on retaining some green waste on site, where possible (wide banks or woodland).</p> <ul style="list-style-type: none"> <li>• General/mixed municipal inorganic waste is to be disposed of in licensed skips.</li> <li>• Organic waste to be removed from site or made into discrete, 1m x 1m x1m (length x height x width) ‘habitat piles’ in woodland areas where they won’t contribute to a flood risk and where aesthetics allow. The location and type of habitat created is to be recorded for the client. (see Appendix 2 for more detail on suitable locations).</li> <li>• Additional costs incurred in the disposal of hazardous or contaminated waste to be passed onto the client, although this will be communicated to and discussed with the client in advance of any works which would create hazardous or contaminated waste. From past experience of working in the Lower Don Valley area, it is unlikely that hazardous waste which needs to be removed from the river bank will be encountered.</li> <li>• Waste disposal records are to be retained and forwarded to the client.</li> </ul>	<p><b>Priority 1 – core requirement</b></p>
	<p><b>9. Biosecurity</b> – Measures must be taken to minimise the risk of introducing disease and invasive non-native species in the wild whenever moving between sub-catchments or within catchments. After each day on site, the following actions are to be taken:</p> <ul style="list-style-type: none"> <li>• Check before leaving site that all equipment has been checked for plant material and seeds. This includes all clothing, PPE, boot and tyre treads.</li> <li>• Any materials and/or seeds found must be returned back into the area of contamination (e.g. patch of knotweed, section of Himalayan Balsam) or arrangements made for disposal as hazardous waste by specialist contractors.</li> <li>• Clean all items used for the task to be disinfected after use. Such items include wellies, waders and other footwear, tools, equipment and PPE and project materials. The disinfectant solution used was made up of Virkon S and water, mixed and applied using 5 litre sprayers. Refer to the label to guide the dilution rate of Virkon S product (tablet/sachet) per unit of water.</li> <li>• Reference also is to be made to the relevant Virkon S COSHH sheet for further information about application, PPE and measures to control hazards.</li> <li>• To minimise the environmental impacts of cleaning equipment (e.g. ecotoxication, spread of INNS species), all items are to be cleaned within a plastic drip tray. All fluids collected were disposed of in accordance with COSHH guidance.</li> <li>• Dry after items have been disinfected using Virkon S, they must be left to dry for a minimum of 48 hours before being used again. These are to be stored in a designated location and rotated back into use after the 48-hour drying period has elapsed.</li> </ul>	<p><b>Priority 1 – core requirement</b></p>
<p><b>10. Maintenance of Sanderson’s Weir Fish Pass (once built), focusing on clearance of debris, etc, rather than structural work. The scope of the maintenance will depend on the type of fish pass structure selected for the weir, and will be defined based on the recommendations of a feasibility study which is due to be commissioned by Sheffield CC.</b></p>	<p><b>10. Maintenance of Fish Passes (once built)</b> – to keep clear of debris, etc, (especially important during migration period, Oct–June) rather than structural work.</p> <ul style="list-style-type: none"> <li>• Without formal access arrangements, weirs can be dangerous due to strong flows. Debris to be monitored during regular patrols, and if not washing away with the current (or the help of canoeists, with some coordination), methods of removal and cost to be considered on a case by case basis.</li> <li>• Sanderson’s Weir – in scope if built – the scope of the maintenance will depend on the type of fish pass structure selected for the weir, and will be defined based on the recommendations of a feasibility study which is being carried out by Sheffield CC including arrangements for access to the fish pass for maintenance purposes.</li> <li>• Three other fish passes planned within the project reach by Don Catchment Rivers Trust – Walk Mill Weir (Effingham Street – Already being maintained by the RSC, with debris cleared during volunteer days), Burton Weir (Levison Street) and Brightside Weir (Carbrook Street). At the appropriate time, consideration will be given to whether these passes are to be included in the channel maintenance regime, this being subject to agreement of appropriate access and safety arrangements once installed, and ultimately resource requirement, cost and affordability.</li> <li>• Responsibility for Hadfield Fish Pass is excluded due to access and safety concerns for operatives in this particular location. Regime to be confirmed with Meadowhall.</li> <li>• On site information signage (e.g. A Frames) are to be used during the works for the benefit of the general public and interested parties.</li> </ul>	<p><b>Priority 2</b></p> <ul style="list-style-type: none"> <li>• Sanderson’s Weir Fish Pass a priority if delivered.</li> <li>• Other fish passes to be considered on basis of access and H&amp;S arrangements, nature of maintenance required and associated cost in the context of budget constraints</li> </ul>

		during the life of contract.
<p>11. Selective new planting and ongoing management of standard riverside species produced by the EA and SCC to promote bio-diversity and ecology in the Don. This will be carried out selectively, assessed on a case-by-case basis where suitable opportunities arise, where enhancement may be necessary to mitigate clearance, and primarily where budget allows.</p>	<p><b>11. Selective new planting and ongoing management of standard riverside species produced by the EA and SCC to promote bio-diversity and ecology.</b></p> <ul style="list-style-type: none"> <li>This will be carried out selectively, assessed on a case-by-case basis where suitable opportunities arise, where enhancement may be necessary to mitigate clearance, and primarily where budget allows.</li> <li>Supporting information may become available when SCC commission their Long Term Channel Maintenance feasibility study.</li> <li>New planting enhancements will be funded out of a defined provisional sum and advised by an ecologist employed by the client.</li> <li>On site information signage (e.g. A Frames) are to be used during the works for the benefit of the general public and interested parties.</li> </ul>	<p><b>Priority 3</b></p> <ul style="list-style-type: none"> <li>Selective, and only where budget permits.</li> </ul>
<p>12. Requirement to work with the BID Business Liaison Coordinator on selective communications and engagement activities. These will be led by the Chamber of Commerce, but will draw on the Contractor's resources, skills and networks. Focusing on promoting sign up to EA flood warnings for all BID businesses, information on property level protection, direction to National Flood Forum, etc</p>	<p><b>12. Requirement to work with the BID Business Liaison Coordinator and other partners on selective communications and engagement activities.</b></p> <ul style="list-style-type: none"> <li>Commitment required to engage in a regular and meaningful way within the principles and guidelines set out in the project Stakeholder Engagement and Communications Strategy (see Appendix 9) with the project Client, Sheffield City Council; the Chamber of Commerce and BID Steering Group; and landowners and other stakeholders including the general public in order to secure buy in and ownership, as well as delivering stated outcomes and enhanced benefits including positive publicity for the project and all partners. This should involve proactive promotion of volunteering opportunities with local stakeholders.</li> <li>Publicity and stakeholder communications led by the Chamber of Commerce's dedicated BID Business Liaison Coordinator role, but drawing on the Contractor's resources, skills, networks and communication channels (e.g. the BID Steering Group, notice boards, social media and the LDV website including online calendar), to promote the BID model and project proactively, encouraging sign up to EA flood warnings for all BID businesses, information on property level protection, direction to National Flood Forum, etc</li> <li>Requirement to follow, and/or enhance, established procedures for gaining access to sites including the river channel from riparian owners.</li> </ul>	<p><b>Priority 1 – core requirement</b></p>
<p>13. In addition to all of the above 'core activities'. A key requirement of this Pilot phase is to test the proposed scope of works in order to confirm necessity, priority, frequency and affordability. This will involve leading work with partners to establish the existing baseline provision, to review and enhance schedules of river based features (e.g. culverts, flap valves), to establish demand and to assess cost.</p>	<p><b>13. To work with the Project Client (SCC) and its partners, to report and attend meetings as necessary, carry out other duties which may become relevant or necessary, and to support and encourage new and innovative ways to offer enhanced service and best value for money.</b></p> <ul style="list-style-type: none"> <li>Commitment required to utilise and continually update the communication strategy.</li> <li>Commitment required to engage in regular project and contract management activities, including effective liaison with the SCC Clerk of Works, attendance at meetings including (but not limited to) regular progress update meetings, BID Steering Group Meetings, BID Annual Update Meetings, Contract End and Lessons Learned Meetings.</li> <li>Commitment required to provide progress update reports as reasonably requested for various audiences.</li> <li>To produce an end of contract report setting out how the works were delivered, successes and lessons learned.</li> <li>Requirement to follow, and identify opportunities to enhance, established procedures and working relationships with partner agencies to bring new solutions, efficiencies and cost savings.</li> </ul>	<p><b>Priority 1 – core requirement</b></p>
	<p><b>14. Other duties and activities which may become relevant or necessary</b></p>	<p><b>Priority 2</b></p>