



**Task Order (NCC Client)**  
**Document Owner – Head of Programme & Contract Management**

**Reference:** VFOR-BST-021

**Version:** 2.0

**Issue Date:** 25-06-2025

**Review Date:** 25-06-2028

This Task Order should be completed by the Client to detail the scope of works required to be delivered by Via.

All available pre-construction information must be included within or as an appendix to this document. Completed Task Orders must be sent to [contract.management@nottsc.gov.uk](mailto:contract.management@nottsc.gov.uk).

The Client Lead Officer understands the requirements of the Construction and Design Management Regulations (2015) and agrees to carry out the role of Client.

**To be completed by Via Programme Management Team**

**1. Via Summit Information**

<b>Via Project Number</b>	TP
<b>Work Type</b>	
<b>Budget Head</b>	
<b>Budget Sub-Head</b>	
<b>Asset Type</b>	
<b>Sub-Asset Type</b>	
<b>Asset Detail</b>	

**To be completed by NCC Lead Officer**

**2. Client Details**

<b>Scheme Name</b>	Rufford Ford-Additional assessment		
<b>Client Lead Officer</b>	#2		
<b>Client Scheme Reference</b>	TM003.25.26		
<b>Date Sent</b>	<b>18<sup>th</sup> August 2025</b> (v1.0 submitted 6 <sup>th</sup> August)	<b>Version</b>	1.1

**3. Project Details**

<b>Location Description</b>	Rufford Lane
-----------------------------	--------------



**Task Order (NCC Client)**  
**Document Owner – Head of Programme & Contract Management**

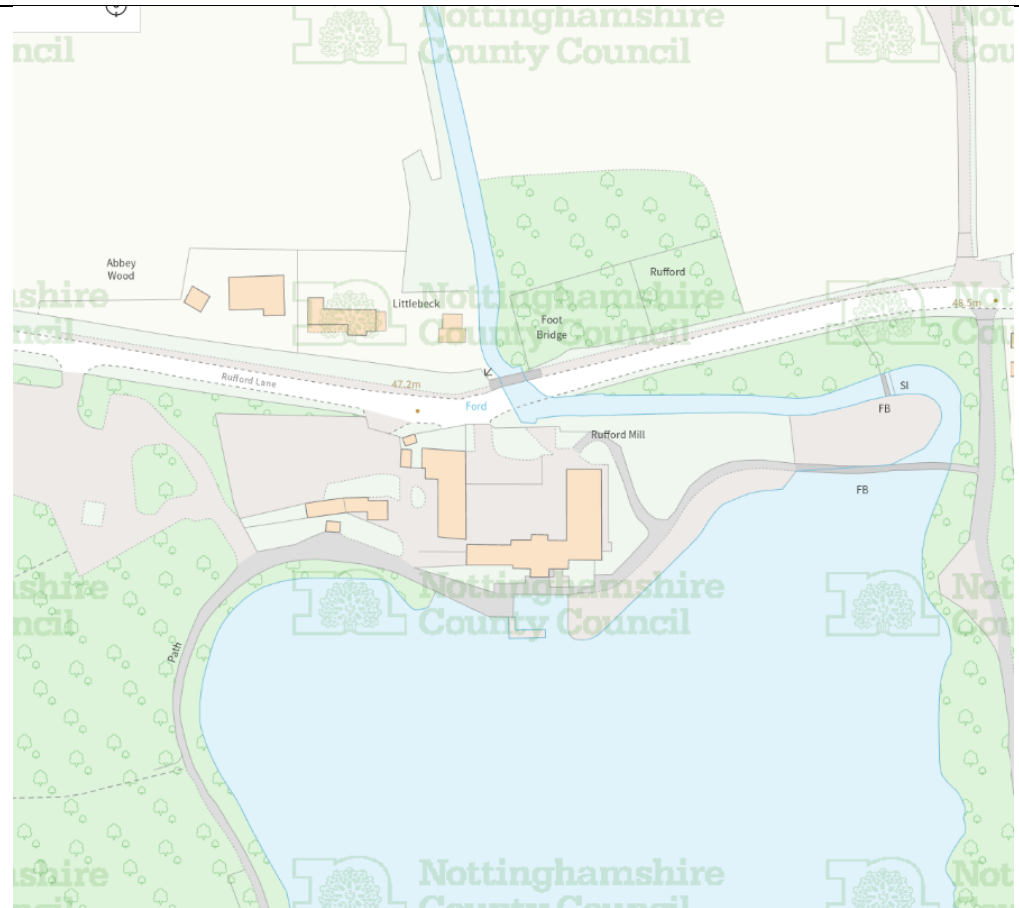
**Reference:** VFOR-BST-021

**Version:** 2.0

**Issue Date:** 25-06-2025

**Review Date:** 25-06-2028

**Location Plan (if applicable)**



<b>Latitude, Longitude (decimal)</b>	SK 64721 65584		
<b>District</b>	NSDC	<b>Politically Sensitive</b>	Yes
<b>Electoral Division</b>	Sherwood Forest/Ollerton County		
<b>NCC Councillor(s)</b>	#2		

## 4. Project Background

- See background paper

Rufford Ford has been closed since December 2022 due to escalating anti-social behaviour causing road safety risks. In December 2023, the Council advertised a proposal for a permanent closure that is still to be determined by the Council. Prior to that decision being made, a request has been made from the Leader for a more detailed consideration of traffic calming as a potential solution. The request stipulated the most legally 'severe' traffic calming possible to reduce vehicle speeds at the ford. Consideration must be given to the potential flooding extents of the ford in the design- for evidence of the limits use YouTube videos of the tractor breaching the closure during Storm Babet. Within the study, consider different types of features and their potential to reduce speeds and research acceleration data on large 4x4 vehicles in particular.

Furthermore, a likely secondary suggestion will be to install gates that are closed when the water in the ford reaches a certain height that may (a) endanger vehicles/life and consequently (b) encourage further social media filming. Within the study, consider the design of these and the associated issues of using flood gates ( who will operate them, how will it be communicated they are closed on local signing, design to prevent tampering that is appropriate adjacent to the historic Mill (contact #2 at NCC for advice here)).

As above-the location has been subject to a previous study in 2023 by Via that also considered traffic calming.



**Task Order (NCC Client)**  
**Document Owner – Head of Programme & Contract Management**

**Reference:** VFOR-BST-021

**Version:** 2.0

**Issue Date:** 25-06-2025

**Review Date:** 25-06-2028

**Supporting Information**

*Relating to proposal, delivery, assumptions, inclusions (surveys etc) and exclusions etc.*

## 5. Key Deliverables

- A detailed report on traffic calming and a gated design during flood is required. The outcome should be to design in draft a layout that should reduce normal traffic speeds to a minimum for vehicles crossing the ford.
- At weekly intervals, please meet via Teams or similar with NCC's Traffic Manager to update. Consultant to arrange meetings.

**Desired Deadline**

End of August 2025

## 6. Construction (Design and Management) Regulations 2015

Main risks to this study are detailed above relating to local tensions.

## 7. Delivery Risks

None



**Task Order (NCC Client)**  
**Document Owner – Head of Programme & Contract Management**

**Reference:** VFOR-BST-021

**Version:** 2.0

**Issue Date:** 25-06-2025

**Review Date:** 25-06-2028

### 8. Financial Information

Work Type	Budget Heading (please highlight)		
Capital	Road Maintenance & Renewals	Choose an item.	
	Street Lighting		
	Integrated Transport Block	Choose an item.	
	Major Project	Choose an item.	
	Capital Task Order	Enter sub-heading	
Revenue	Choose an item.		
	Additional Revenue Task Order	Enter sub-heading if necessary	
Pricing Model	Fixed Price / Cost Plus		
Other Financial information	e.g. S106 value, provide a quote before PO can be raised, ceiling value, phase of programme e.g. Tranche 4 etc.		
Value (£)	£10,000	Purchase Order Number	3600014846

### 9. Key Stakeholders / Contacts

Name	Position / Company	Telephone	Email
#2	Traffic Manager	#2	#2

### 10. Scheme Acceptance

#### To be completed by Via Project Delivery Lead

Only sign the acceptance when both parties (Client and Project Manager) are satisfied with the contents of the Task Order. The signed acceptance should be sent to the NCC Lead Officer with a copy sent to Via's Programme Management Team [highway.programme@viaem.co.uk](mailto:highway.programme@viaem.co.uk).

Name of Via Project Delivery Lead			
Signature			
Name of Authorising Head of Service			
Signature			
Date Accepted			
Proposed Start Date		Proposed Completion Date	

#### To be completed by NCC Lead Officer

Only sign the acceptance when both parties (Client and Project Manager) are satisfied with the contents of the Task Order. The signed acceptance should be sent to Via's Programme Management Team [highway.programme@viaem.co.uk](mailto:highway.programme@viaem.co.uk).

Name of Client Lead Officer			
Signature		Date Accepted	



**Task Order (NCC Client)**  
**Document Owner – Head of Programme &  
Contract Management**

**Reference:** VFOR-BST-021

**Version:** 2.0

**Issue Date:** 25-06-2025

**Review Date:** 25-06-2028