

# **OXFORDSHIRE COUNTY COUNCIL**

## **Information Sheet for Section 278 Sign Off**

### **Section 278 Completion/ Start of Defects Period**

- Works need to be inspected and to an adoptable standard on day of sign off
- All material test certificates to be received and reviewed
- Road Safety Audit Stage 3 done and action agreed
- Easements agreed if an easement is required
- Street Lighting Signed off by OCC
- Inspection Fees paid
- Commuted Sum paid
- Health & Safety File received and checked
- As-Built Drawings received and checked

Once all above has been carried out Road Agreements Team can compile the adoption file and send it to Highway Records to enter the scheme into the 2-year Defects Period. OCC are responsible for accident damage and general wear and tear, Developer is responsible for material failures, workmanship issues and design problems.

### **Section 278 Final Sign Off**

- Works have been re-inspected and any remedials carried out/ checked
- Road Safety Audit Stage 4 done and action agreed if applicable (applicable for large Section 278 works or where there are safety concerns)

Once the above has been carried out Road Agreements can issue the End of Defects Period Certificate and reduce the Bond.