

MILTON KEYNES COUNCIL

SECTION 278 SUBMISSIONS

There are various requirements for constructing works within the public highway through a Section 278 agreement, each requiring the submission of information and a payment or fee. *Please note that no progress will be made until the necessary payment or fee has been received and that no works should be undertaken within the public highway until the agreement has been satisfactorily completed.*

Bond, Payment and Fee estimations

A Bond equivalent to the cost of works (including services + 10% administration) is required to ensure that the proposed works can be completed by Milton Keynes Council (MKC) in the event that the Developer is unable to do so. As the Bond value is used to determine the payments and fees that are required for the Section 278 process, MKC will estimate the Bond requirement at the outset from submitted drawings.

For Technical Assessment and Approval please provide:

- Fee made payable to MKC for 3% of Bond + £3218.
- Copy of planning application decision notice (1 electronic copy, CD accepted)
- Location plan (1 electronic copy, CD accepted)
- Copy of landscape drawing (1 electronic copy, CD accepted)
- Copy of Stage 2 Road Safety Audit (1 electronic copy, CD accepted). *Note: The Road Safety Audit should be undertaken by appropriately qualified personnel or MKC can undertake the Road Safety Audit on your behalf – RSA fee of 5% of bond + £2000 to a maximum of £6000 + VAT*
- Typical cross sections and longitudinal profiles (1 electronic copy, CD accepted)
- Contoured plan for junctions (1 electronic copy, CD accepted)
- Layout plan showing all drainage and service strips (1 electronic copy, CD accepted)
- Typical drainage details (1 electronic copy, CD accepted)
- Typical cross sections with construction materials (1 electronic copy, CD accepted)
- Vehicle swept paths plan (1 electronic copy, CD accepted)
- Traffic counts and forecasts (1 electronic copy, CD accepted)
- Street Lighting design (1 paper copy). Approval is required at a cost of £805 for up to 10 columns, £1610 for up to 50 columns and £2400 for up to 100 columns +VAT .
- A service is offered for the design of street lighting.
- Road and footway cores are required for resurfacing works every 25 metres including laboratory reports showing the results will need to accompany the submission (1 electronic copy, CD accepted)
- Existing utilities including drainage survey for new connections discharging into highway drainage system (1 electronic copy, CD accepted)

For Preparation and Engrossment of the Section 278 Legal Agreement please provide:

- Name and address of Developer
- Name and address of anyone else with an interest in the land
- Name and address of Developer's Solicitor with a contact name
- Estimated cost of the works including services
- Copy of the proposed layout at 1:1250 scale on an Ordnance Survey background for highway record purposes
- Electronic copy of a Section 278 Drawing – with the area of works, outlined in red and coloured blue

- Electronic copy of the Land Dedication Plan – the area of land outside existing highway that will be dedicated (coloured pink)
- A Legal Cost undertaking will be required with MKC Legal Services (MKCLS) for preparation of the legal agreement (Collected upfront £2190)
- The Bond is due on engrossment of the agreement

For Inspection of Works and Certification on Completion please provide:

- Fee made payable to MKC for 7% of Bond
- Estimated start date and time to complete the works together with a works programme
- Two copies of all other relevant drawings and documents

Defects Period and Correction

Once a Certificate of Completion has been issued, MKC will take over responsibility for the site and be responsible for accidental damage. However, during a prescribed defects period of twelve months, any defects in materials or workmanship will be rectified at the developer's expense.

Health and Safety File, As-Built Drawings & Asset Details

During the defects period a Health and Safety File and As-Built Drawings should be provided within a period of three months in paper and electronic format. Coordinated details of new equipment (lamp columns, signs, gullies, etc.) are requested for inclusion in the MKC asset register.

Highway Adoptions
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Highways Data Protection Privacy Statement

We collect and use information about you so that we can provide you with Highway services under the relevant Legislation. Full details about how we use this data and the rights you have around this can be found at <https://www.milton-keynes.gov.uk/highways-and-transport-hub/highways-privacy-notice>. If you have any data protection queries, please contact the Councils Data Protection Officer at data.protection@milton-keynes.gov.uk.