

**Our reference: 5841 FOI**

15 October 2013

Dear Mr Halinson

Thank you for your request of 18 September in which you asked for information about the recent works at Thornhill Park & Ride.

The programmed finish date for the main body of the works, i.e. the opening of the extension car park was July 2013; this was achieved.

Oxfordshire County Council does not have a check list for the works. However, the works are required to be completed in accordance with the contract and accompanying specification, drawings, documents etc. A completion certificate is issued to the contractor once the works are deemed to be substantially complete and only minor items and/or remedial works are outstanding.

The completed works are subject to a 12 month maintenance period during which time remedial works are required to be rectified. If defects represent a safety risk then these will be dealt with immediately. If you wish to bring a particular matter to our attention, please contact myself and I will ensure that your query is dealt with by the appropriate person.

The street lighting works at Thornhill form part of a separate but related works contract. There are elements of the electrical work which are programmed to take place after the completion of the main contract, for instance, the refurbishment of the existing lighting, this phasing was deliberate in order to minimize any disruption to the operation of the car park. This work will address the day burners which you can currently see. Regarding the issue of the non-working lights in northern section of the site, these have been fixed but I understand that they have failed again. We are endeavoring to resolve this issue as soon as possible.

Internal review

If you are dissatisfied with the service or response to your request you can ask for an internal review as follows:

- Contact the Complaints & Freedom of Information team in Law & Governance : [foi@oxfordshire.gov.uk](mailto:foi@oxfordshire.gov.uk)
- Use the online complaints form on our website: [www.oxfordshire.gov.uk/complaints](http://www.oxfordshire.gov.uk/complaints)
- Write to the Complaints & Freedom of Information team at the FREEPOST address:

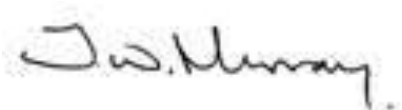
Complaints and Comments  
Oxfordshire County Council  
FREEPOST (SCE 7709)  
Oxford OX1 1YA.

If you remain dissatisfied with the handling of your request or complaint, you have a right to appeal to the Information Commissioner at:  
The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Telephone: 0303 123 1113 Website: [www.ico.gov.uk](http://www.ico.gov.uk)

Please let me know if you have further enquiries. I would be grateful if you could use the reference number given at the top of this email.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'J. Murray', with a stylized flourish at the end.

John Murray  
Strategic Manager – Design & Safety Improvements  
[John.Murray@oxfordshire.gov.uk](mailto:John.Murray@oxfordshire.gov.uk)