

**MINUTES OF THE 20<sup>th</sup> MEETING OF THE UK LIGHTING BOARD**

**Meeting Held at the Northern Ireland Roads Service Headquarters, Belfast,  
30 June 2006**

**Present:**

Roger Elphick	CSS/ Durham CC
Ian Holmes	DfT Regional and Local Transport
Paul Foskett	DfT Regional and Local Transport
Edward Bunting	DfT Regional and Local Transport
Alan Houston	DRD(NI) Roads Service
Vivien Collins	Welsh Assembly Government
Allan Hill	Transport Scotland
Dave Johnson	Transport for London
Lee Evans	Caerphilly CBC
Patrick Baldrey	LIF
Lindsay McGregor	Dundee City Council (SCOTS)
Jim Milne	Highland Council
Roger Morgan	OFGEM
Matt Williams	Dudley MBC
Dave Coatham	ILE
Andrew Oldland	DfT (Secretariat)

**Item 1 - Apologies**

Apologies were received from Terry Felstead, Colin Payne, Chris Hudson and Dave Williams.

**Item 2 - note of last meeting**

Page 1, Item 3 - document on OFGEM website. This will be covered in items 3 and 4 of this meeting.

Page 3, Item 5 - this states that Mike Talbot has retired. He has in fact been seconded to Faber Maunsell.

**Item 3 – Energy Cost Increases**

**National Survey**

The Board were fortunate that Roger Morgan of OFGEM was able to attend the meeting. There are still serious concerns with regard to the consequences of the recent large increases in energy prices and also the differential in the charges for un-metered and metered supplies. It was decided to undertake a

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further survey of the trend in cost increases and the variation in charges using the same format as last year.

### OFGEM Investigation into differential charges

The new survey will provide OFGEM with more substantive and up-to-date information on which to base any further investigations. There are still concerns about the quality of the inventories in some authorities that are used as basis for un-metered charges by electricity companies.

### Energy Management Review (see Paper UKLB 09/06)

The Board is to undertake an energy management review and consider producing guidance for authorities. It is possible that two advisory documents will be produced:

- a) Consideration of the implications of disconnecting street lighting and the consequences of such measures with regard to possible increases in road accidents, increases in crime and the costs involved, including costs of reinstatement.
- b) A review of the policies that could be considered to reduce energy consumption such as adopting a lower class of lighting, reducing the hours of operation or using more energy efficient lamps.

## **Item 4 – Competition for Connections/Service Level Agreements**

### Update on Service Level Agreement Trials

Although the 12 month service level agreement trial ended in March, it has been agreed that it should continue for the present time whilst the Review is underway. It has been suggested that the outcome of the trial should be considered as part of the Review. It is considered essential that a national SLA is available if only as a default standard in the absence of any local agreement. Again, the local authority representatives need to continue to drive the process forward and ensure that appropriate arrangements are in place. In some instances it has been difficult to get the necessary information from the authorities.

It was agreed to invite Richard Morgan (OFGEM) to all future Lighting Board meetings.

### **Action - Secretariat**

### OFGEM Workshop Feedback

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OFGEM have recently undertaken an open consultation on their intention to 'Review the Competition for Gas and Electricity Connections' inviting views on the issues that the review should address. A workshop to inform the debate was held in May at which the Lighting Board was represented by Lee Evans who gave a presentation but other local authority representation was poor. Responses were subsequently required by the 15th June 2006 and comments have been submitted on behalf of the UK Lighting Board with the endorsement of the County Surveyors Society. Further workshops are to be held in September and a decision document is anticipated early in 2007. An explanatory letter is to be sent out by the Board to alert authorities.

Whilst the Board welcomed the Review, considering that there has already been considerable discussion on these issues, it is hoped that a conclusion can be reached quickly and that appropriate arrangements can be put in place to rectify the currently unsatisfactory situation.

There is concern about the poor take-up of the triangular agreements by local authorities. Caerphilly is to operate a trial triangular agreement for connections with their electricity company and it is important that other interested local authorities and independent connection providers continue to press demands for competition.

### **Item 5 – RLG Issues**

It was noted that the Traffic Management Board do not intend to produce a companion code of practice. However, there is an identified need for guidance with regard to the use of refuges and the subsequent need for the maintenance of the bollards and lighting. It was also agreed that the DfT and HA research programmes need to be better co-ordinated.

The regulatory body in charge of waste recycling have issued guidance stating that a separate consignment note is not necessary for each lamp sent for recycling (this instruction is not specific to street lighting).

Dave Coatham agreed to circulate this note via the Secretariat.

### **Action - Dave Coatham and Secretariat**

### **Item 6 - Strategic Plan**

#### **Revised UK Lighting Board Terms of Reference**

These will be circulated at the next Board meeting.

#### **Business Plan (See Paper UKLB 10/06)**

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The Board will consider which topics should be included in the business plan and on future UKRLG agendas. A document will be produced and circulated to Board members.

### **Item 7 – Inventory Analysis and Maintenance Backlog**

#### 2004 Data and Backlog Revision (See Papers UKLB 02, 03 & 04/06)

DfT have requested the "Annex A" inventories from authorities in the latest data collection request, updated with 2005/06 data.

DfT have also requested the "Appendix B" detailed lighting inventory from authorities. Authorities were first made aware of the need to complete these in 2002, and DfT have asked for reports on authorities' stage of completion in subsequent LTP data collection exercises.

#### Protecting a Vital Asset (PAVA) Leaflet Proposals

An updated 'Protecting a Vital Asset' leaflet is being produced and is intended to be available for the October ILE Conference. ASLEC are requesting information from local authorities regarding their replacement programmes and method of procurement. The electricity supply companies are concerned about the accuracy of inventories used to determine energy charges.

### **Item 8 – Research Update**

#### Better Streets Project Update

It was considered that the street lighting section of the draft 'Manual for Streets' had not been well written and contained several technical inaccuracies. It was essential that the draft was amended before final publication.

#### Term Maintenance Contract Documentation

The drafting of the Term Maintenance Model Contract Document was now proceeding again and the Board were pleased to note that the ICE had renewed its involvement in its production. It is still intended to have the document available for the ILE Conference in October 2006.

#### RLG Research Programme 2006/07

The RLG Table of Priority Bids for Funding from the DfT Research Budget was reviewed. Although a decision by the Minister was still awaited, the Board were advised that it was possible that the top two priority lighting bids may be approved. Consequently, it would be useful to review the Research Project Proposal Forms for these bids prior to any funding being confirmed:

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- LB 89C/05 (Street Lighting and Night-time Road Casualties) - Dave Johnson offered to review this brief. There is the likelihood of joint funding with TfL and possibly HA with this project.
- LB 89F/05 (A Review of Street Lighting Classes) - Dave Coatham offered to review this brief and there may be the possibility of joint funding with the HA.

The need to review local authority lighting standards has been recognised as an item for research. Dave Coatham will work with Edward Bunting to draft a research specification.

### **Action - Edward Bunting/Dave Coatham**

### **Item 9 - LTP Issues Update**

#### LTP Guidance (Inventories and APR Update Requirements)

See Item 7.

#### Indicative funding Distribution Proposal

Indicative allocations for capital expenditure on street lighting will be introduced for the first time in the 2007/08 LTP capital settlement. Allocations in 2007/08 will be based on column numbers and ages (derived from the Annex A inventories).

From 2008/09, DfT intend to calculate the allocations using a more refined formula derived from the new indicator of street light condition (see item 11). This indicator will need reliable street lighting data, consistent with the Appendix B inventory.

#### APPLG Update.

Issues raised were the Street Lighting indicative allocations in the LTP settlement, and the issues of energy costs and DNO service levels (see Items 3 and 4).

### **Item 10 – Asset Management and Valuation**

The CSS SL Working Group are considering the valuation guidance and its practical application for the determination of whole life costs. Any problems or concerns will be reported later this year.

This issue needs to be kept on the agenda as an item for review.

**Action - Secretariat**

**Item 11 – Condition Indicator Development and Risk Assessment**

Performance Indicator Proposal (See Papers LB83/05 (draft) and UKLB 11/06)

The introduction of a condition indicator for lighting column condition was agreed based upon 'the percentage of the lighting column stock within an authority with a Current Priority greater than zero (in other words, where the Current Age is greater than the Action Age)'. The HA confirmed that it is working towards the adoption of the same indicator for their lighting stock. It was considered that the public perception of lighting was likely to be based upon the quality of the lighting, condition and the quality of the maintenance.

Amendments to TR22

A revised edition of Technical Report TR22 is in preparation and a first draft is expected to be available by mid July and a final version is planned for the December 2006 Surveyor/ILE Conference. Authorities should now be completing their full inventories and embedding the risk management process into their management procedures. An article on Risk Management has been included in the May/June 2006 edition of the Lighting Journal.

Letter to Authorities from the Board re. implementation

A draft letter to authorities from the Board was considered and agreed subject to a quick review by DfT. The letter covers the following important requirements for authorities in England and most of the principles are also relevant elsewhere in the UK although funding arrangements vary. This brings together many of the fundamental developments that have taken place over the past few years:

- 'Appendix A' Inventory Requirements
- 'Appendix B' Inventory Requirements
- The implementation of Risk Management Procedures
- The introduction of a column condition indicator
- Indicative street lighting funding allocations through LTPs

**Item 12 – BVPI for Fault Rectification**

Feedback on Assessment

With regard to BV215, there is concern that the results will be distorted depending upon whether or not scouting has been undertaken by each

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authority. Comparing authorities will get very confusing as some are suspending patrols and this could result in fewer faults being logged. Results that are due to be submitted at the end of July and published in December will be monitored. It may be appropriate to record the method used to record faults in future.

### **Item 13 – Light Pollution Issues**

ILE advice is available on their web-site. However, the guidance originally drafted by the Scottish Executive in August 2005 that the Board are hoping to endorse has not yet been published.

### **Item 14 – Code of Practice Feedback and Future Review**

The process for logging issues in need of revision or inclusion was noted and the Board will need to consider when a future substantive revision may be necessary. The Board is intending to receive regular feedback from other organisations such as the CSS Street Lighting Group and the ILE Technical Committee.

### **Item 15 – Highway Agency Update**

The Board were advised that several Highway Agency standards relating to the design and appraisal of road lighting are being reviewed. It is essential that local authorities are fully involved during the development of the recommendations and policies and not just when a final draft is available.

### **Item 16 – Passive Safety**

It was noted that a wide ranging conference on Passive Safety had recently been held at ICE. The HA is now in the process of developing a further standard for Passively Safe Gantries in addition to that already available for road lighting columns and traffic signal posts. There was concern as to the adequacy of the current methods of testing passively safe columns for approval.

### **Item 17 – Sector Schemes**

The CSS are to recommend the adoption of Sector Schemes by local authorities although it was noted that there was a need to ensure that there was compatibility with any existing local QA scheme that may be in place.

**Item 18 - Charity Street Lighting**

The Board agreed that if any Lighting Industry Federation members were able to donate old street lighting after replacement with new stock, they should approach the charity themselves.

**Item 19 – PFI Update**

A schedule summarising the progress with PFI bids is to be produced for future meetings. The latest expressions of interest are currently with the Minister.

**Item 20 - Any Other Business**

**Membership Changes**

This is Jim Milne's last meeting as he is leaving the Board. He was thanked for his valued contribution since the Board's inception in 2001.

Alan Hill is succeeding Jake Dempster.

Lindsay McGregor (Dundee City Council) is joining the Board as the SCOTS representative.

This was Ian Holmes last Lighting Board meeting and the Board acknowledged the substantial contribution he had made in both establishing and developing both the RLG and the Boards themselves. Without him the Boards would not exist and consequently the initiatives that have developed would not have taken place. The Board wished him a long and happy retirement.

**BT Aerials on Lighting Columns**

The Welsh Assembly Government (WAG) report that Cardiff City Council have installed these and have not experienced any problem. If required, WAG could obtain the Cardiff lighting engineers' records and make these available to the Board.

**Date of Next Meeting**

The next meeting is to be held on the **25 October 2006** in London.