

**Note of the 22nd meeting of the UK Lighting Board, held on 7 March 2007 in Room H6, Great Minster House, London.**

**Present:**

Roger Elphick	CSS/ Durham CC (Chair)
Mike Smith	Highways Agency
Allan Hill	Transport Scotland
Alan Houston	Roads Service, Northern Ireland
Dave Johnson	Transport for London
Lindsay McGregor	Dundee Council (SCOTS)
Matt Williams	Dudley MBC
Lee Evans	Caerphilly Council
Roger Morgan	OFGEM
Dave Coatham	ILE
Patrick Baldrey	Lighting Industry Federation
Edward Bunting	DfT RLTSF3
Tim Edwards	LB Hillingdon
Barry Geeves	Cardiff City Council
Andrew Oldland	DfT RLTSF3 (Secretariat)

**1. Apologies**

Apologies were received from Allan Hill and Dave Coatham.

**2. Note of last meeting and Matters Arising**

***Note of Last Meeting***

Energy Cost Increases

The lack of response from Welsh authorities to this survey has been noted. This has been due to the failure of the Welsh Assembly Government to circulate the documents.

Light Pollution Guidance

Lindsay McGregor has agreed to send a copy of Transport Scotland's guidance on light pollution to the UKLB Secretariat for circulation.

Manual for Streets

The HA had not been consulted on the draft of this document. However, DfT had held a set of workshops around the country in order to give stakeholders a chance to comment.

### Indicator on Action Age (based on ILE TR22)

The HA intend to trial this indicator for their lighting stock. They have just started work on development of a comprehensive database.

### ***Matters Arising***

#### Non-attendance

It was noted that members from devolved administrations were not always in attendance. Members were requested to send a representative if they could not attend the Board meetings themselves.

#### Consultation on HA Standards

The HA had not received a response from the devolved administrations in Scotland or Wales.

#### New Board members

Glyn Williams has joined the Board in place of Colin Payne. Tim Edwards (Borough of Hillingdon) has joined as the LOLEG representative. Roger Morgan from OFGEM has asked for his name to be placed on the circulation list.

### **3. Energy Cost Increases**

#### National Survey (UKLB 21/06 Energy Survey Letter)

The Board were pleased that Roger Morgan of OFGEM was able to attend the meeting. Survey information has been submitted by authorities regarding the trend in energy cost increases for un-metered and metered supplies and the variation between them following a letter issued by the Lighting Board last August. The information was submitted last October but has not yet been analysed and it is important that the outcome is provided to OFGEM for consideration as soon as possible.

There was concern that pricing methodologies of the supply companies may be changing and also the large increases in the cost of connection charges. There were also considerable variations in the levels of service provided.

#### OFGEM (Investigation into Differential Charges)

Some local authorities have expressed concern that DNOs may alter their charging methodology in order to increase prices. The OFGEM representative assured the Board that such changes in methodology required OFGEM's consent before implementation.

#### ELEXON Load Research Proposal (UKLB 01/07 and UKLB 01a/07)

The Un-metered Supplies User Group (UMSUG) is now proposing to carry out load research on higher wattage lamps. A proposal has been prepared by ELEXON on their behalf suggesting various options and a response is being prepared by Tim Edwards on behalf of the Lighting Board and CSS. The Board noted that this again re-emphasised the need for authorities to have accurate energy use inventories, particularly if energy savings are to be negotiated as a result of 'Invest to Save' initiatives.

**Action - Tim Edwards to circulate the draft response to the Board**

Energy Management Review (UKLB 22/06 and 22a/06 - Invest to Save Letter and Guidance)

As a high priority, the Board is following up the advice on the reduction or removal of street lighting given in the interim 'Invest to Save' guidance note issued last August. An increasing number of authorities are now planning to undertake trials of energy saving measures such as lowering lighting levels, dimming and the partial turn off of lights. A group is being set up by the CSS to review the initiatives that are being developed and provide some follow up advice on case studies, including related cost/benefit analysis. More quantitative advice will be of assistance to authorities in developing bids for funding. The public perception, road safety and crime implications of these initiatives will also need to be reviewed in due course.

**4. Competition in Connections/Service Level Agreements**

Update on Trials (Report from Lee Evans)

The Service Level Agreement trial is still ongoing and now needs to be considered alongside the recent OFGEM proposals document (referred to later). A trial of triangular contract arrangements for connections has been successfully undertaken in Caerphilly and is currently being reviewed. Other authorities are interested in considering the arrangements when the trial has been completed and it has been considered by OFGEM.

OFGEM Proposals Document (UKLB 02/07)

An important and wide-ranging draft document has now been published as promised by OFGEM entitled 'Review of Competition in Gas and Electricity Connections Proposals Document'. This includes proposals for service level agreements and competition for un-metered electricity connections and responses are required by the 30th March 2007. OFGEM consider that 'changes to the electricity connections market in particular are needed together with strengthening of the requirements on electricity distributors regarding the key monopoly services they provide'.

The Board have several concerns about the proposals and these are to be discussed at a meeting of the regional champions of the 13th March arranged by Lee Evans following which a response will be prepared. Concerns include:

- the key performance indicators for response times are based on average performance and higher minimum benchmark times should be proposed if improvements are to be achieved
- a proposal to extend the service level agreement trial for a further year is not considered necessary
- no amendment to the un-metered licence agreement
- no penalties introduced for non-performance for un-metered supplies
- no requirement to monitor customer satisfaction for un-metered supplies

There was also concern that DNOs may be trying to introduce different contractual arrangements, and service standards, for authorities with street lighting PFI schemes.

After the Regional Champions meeting, Lee Evans will report to OFGEM on what was agreed at the meeting i.e. the action that the Regional Champions would now like OFGEM to take to alter the electricity connections market and strengthen requirements on electricity distributors.

#### **Action - Lee Evans**

### **5. UK Roads Liaison Group Feedback**

#### **Matters Arising**

The establishment of the IHT Road Worker Safety Group was noted and concerns about safe working around refuges needed to be addressed. There appear to be no recommendations for short duration works on the highway.

The reliability of the arrangements for the circulation of correspondence and information to authorities and devolved governments from the RLG and the Boards continues to be a concern.

#### **Review of the UK RLG (UKRLG 17/06)**

The proposed response by the Chairs of the Boards to the Review of the UKRLG was outlined to the Board and was endorsed unanimously. The proposed arrangements for the future administration of the RLG and the Boards was considered to be the most appropriate and the Board was also satisfied that its current representation was sufficiently wide ranging and inclusive although this could of course always be subject to review.

## **6. A Strategic Plan for the Roads Liaison Group and its Boards**

### **Revised UK Lighting Board Terms of Reference and Business Plan (See UKLB 10/06)**

The Board recognise that there are links with the UKRLG review. It was decided to hold a further discussion on the UKLB Terms of Reference and Business Plan when the UKRLG review is complete.

## **7. Research Update**

### **Better Streets Project Update**

The 'Manual for Streets' is to be launched at a conference on the 29th March 2007 followed by regional seminars. There is still some doubt as to whether street lighting concerns have been fully addressed.

### **Term Maintenance Contract Documentation**

The Term Maintenance Model Contract Document has now been completed and is soon to be published.

### **UKRLG Research Programme 06/07 (UKLB 03/07)**

Confirmation of the UKRLG Research Programme has resulted in progress being made with several lighting projects. The 'Cost-Benefit Analysis of the Impact of Street Lighting on Night-Time Road Casualties' has been awarded and Dave Johnson (TfL) is representing the UKLB. It is also expected that a Review of the Class and Quality of Street Lighting provided on Traffic Routes and in Residential Areas' will be put in place shortly and this will provide important advice on possible reductions in lighting levels that would result in energy savings. A further proposed project is a 'Review of Street Lighting Performance Indicators.

There are also several other projects where the Lighting Board will have an interest including the 'Design standards for local authority roads – scoping study', 'Highway service levels – further factors' and the 'Development of a Code of Practice for the Maintenance of Traffic Management Systems'. The UKLB and CSS are also represented on the 'Development of National Guidance on Commuted Sums' steering group by Stuart Bulmer.

### **CSS Research Bids for 07/08 (UKLB 04/07 A to E)**

CSS Research Proposals have also been prioritised including 'Guidance on the Financial Returns from 'Spend to Save' Initiatives' and the 'Use of Passive Safety Lighting Columns on Local Roads'.

### **Commutated Sum Payments**

Research into this is now underway.

## **8. LTP Issues update**

### Inventory Analysis and Maintenance Backlog (UKLB 20/06 Letter to Local Authorities)

The up-dated Appendix A inventory data submitted with last year's LTP Annual Reports has still to be analysed. This needs to be completed to enable an up-dated version of the 'Protecting a Vital Asset' leaflet to be produced and also enable the lighting backlog assessment to be up-dated.

### LTP2 - indicative Funding Distribution

This year's indicative allocations for street lighting were based on the number of columns over 40 years old. However, it is intended that future allocations will be based on the column condition indicator and a letter was issued by the Lighting Board on the 5th February 2007. This and the other indicative allocations are currently being considered by the Capital Funding Working Group.

### APPLG Update

A successful APPLG meeting was held at the House of Commons in December to discuss energy management and 'invest to save' issues.

### Feedback from Transport Capital Funding Working Group

## **9. Asset Management and Valuation**

Now that authorities are in the process of developing their asset management plans it is important to review the procedures being used for the assessment of whole life costs. The research into service levels will also be important.

### Whole Life Costing methodology (Refer to UK RLG Guidance document)

## **10. Performance Indicators**

### Revision of TR22: Managing a Vital Asset: Lighting Supports

A revised and enlarged version of TR22: Managing a Vital Asset: Lighting Supports is now complete and will be launched at the External Works Exhibition in April by the ILE. This completes the risk management development and the principles and processes recommended should now be embedded in the street lighting systems of all local authorities.

### Letter to Authorities re condition indicator (UKLB 06/07)

A letter to local authorities from the UKLB on the 5th February outlined requirements for the street lighting column condition indicator. Details need to be submitted by the end of July and will be used to determine the street lighting indicative allocations next December. The details in this letter were fully endorsed by the Board.

#### BV215 Indicator Survey (UKLB 07/07)

Discussion has taken place with the Audit Commission about the validity of the lighting indicator BV215a that is to be used for CPA assessment and the varied interpretation being used by auditors. It has been agreed that the Lighting Board will undertake a survey of local authorities with regard to information affecting the indicator result but not reported as part of the indicator. The questionnaire will request information including whether scouting takes place and also the response times specified in the contractual arrangements of the authority as acceptable. This will result in a revised guidance note for the auditors.

#### **11. Code of Practice Feedback and Future Review Proposals (UKLB 15/06)**

It is not considered that the changes identified to date would justify a complete revision of the Lighting Code. Members were asked to review the issues circulated for consideration as part of the review process by Atkins.

#### **12. Highways Agency Report**

The Board received a presentation on the development of a Whole Life Cycle Code of Practice for Lighting on Strategic Roads. The Board emphasised that the Code should adopt the inventory requirements and risk management recommendations developed by the Board and referred to in TR22 that was essential to ensure a consistency of approach. Mike Smith confirmed that the Agency had already adopted TR22 and the inventory requirements in DMRB Standard TD23 Inspection and Maintenance that will be cross-referenced in the new Code of Practice.

An up-date was also provided on progress with the New Efficiency Standards being developed and next year's work strands that will include the development of strategies for energy management and the control of light pollution on the motorway and trunk road network.

It was also confirmed that the HA were moving offices in London.

#### **13. Passive Safety**

Some fibre columns are now in place on the trunk network. The Board intends to maintain its interest in this issue.

#### **14. Sector Schemes**

(See Paper LB 93/05)

#### **15. PFI Update**

The Board let DfT know that they would like a single-sheet PFI report to be produced for each UKLB meeting.

#### **16. Any Other Business**

##### Disposal of Lamps.

The Board was reminded that a surcharge is added to the cost of lamps to cover the cost of their disposal in accordance with the WEEE Directive.

##### Light pollution.

A draft version of a light pollution guidance note has now been produced by the Scottish Executive in order provide a consistent approach in policies.

##### Date and venue of next meeting

The next meeting is on 4 July. The Welsh Assembly Government have offered to host this in Cardiff.

*Note - since the 7 March UKLB meeting, it has been decided to hold the meeting in London. A room has been booked at the Civil Service Sports and Social Club, Chadwick Street, London (near DfT Headquarters at Great Minster House).*