

**INSTITUTION OF LIGHTING ENGINEERS
LONDON & SOUTH EASTERN REGION
LIAISON GROUP**

Unconfirmed minutes of the 59th meeting held on the 4th March 2005 at the Council Offices, 37 Pembroke Road at 10.30 am.

PRESENT:

A. Howard - Chairman
T. Felstead - Secretary
B. Willmott
T. Edwards
W. Marques
D. Aspley
G. Pritchard
S. Jones
M. Wegg
P. Jones
C. Chapman
T. Edwards

The Chairman welcomed Tony Edwards from Simmonsigns who will be representing the Signing industry on the Committee.

Fred Frost had indicated to the Committee that he is retiring in the very near future and would therefore be standing down from the Group, the Chairman thanked him for this work during his period of service on the Group.

1. APOLOGIES FOR ABSENCE

S. Hobbs, T. Tighe, T. Rawson, G. Gudgeon, F. Frost

2. MINUTES OF THE PREVIOUS MEETING

No Amendments.

3.0 MATTERS ARISING

3.1 ELECTRICITY SUPPLY COSTS

3.1.1 **UMSUG** - Correspondence had been circulated to the group including a letter to OFGEM from Roger Elphick the Chairman of the Lighting Board regarding the Lighting Board's concerns on the massive increase in electricity costs on un-metered supplies. The average increase currently appears to be 44%.

Sean O'Hara from OFGEM had been invited to brief the Lighting Board about the massive energy increases. He indicated that this was due in part to gas price rises on the electricity generated by gas. Wholesale gas and coal prices had gone up quite considerably.

He reported that the European Commission is currently investigating the wholesale gas market for any anti competitive behaviour.

OFGEM are happy with the UK operations at the moment.

It had been agreed by the Lighting Board that a comparison was required on normal local authority electricity rises for buildings to the ones for un-metered supplies on street lighting. All members of the Liaison Group were requested to report back through Terry Felstead with this information as soon as possible.

Terry Felstead reported that he had been asked to serve on the UMSUG Group on behalf of the Lighting Board. The next meeting will be in April.

3.2 ELECTRICITY SERVICE COSTS

3.2.1 **Electricity company connections** - All DNO's have indicated to OFGEM that they will operate the new Service Level Agreements from 1st April. Martin Wegg reported that EDF Energy is currently preparing their documentation for this.

All local authorities will be required to record performance of their DNO during the first six months of these Service Level Agreements. Local "champions" have been requested to co-ordinate this information and report back to the Lighting Board.

3.3 REGIONAL ELECTRICITY COMPANY – GENERAL MATTERS

3.3.1 **EDF performance** - Bob Willmott confirmed that the Balance Score Card was not currently in operation in Kent. Allan Howard reported that the Westminster City Council Balance Score Card and also the Central London and North East London Groups were nearing completion.

Weekly progress reports are now being sent electronically. The Excel format still requires improvement. London Borough's of Hillingdon and Barking & Dagenham reported that they were not receiving theirs electronically but by post. Martin Wegg said he would investigate this matter.

Martin Wegg indicated that the electronic ordering to EDF should be available in the future. This is currently being trialled.

Steve Jones from Barking & Dagenham indicated his concerns about the difference on invoicing between the old EPN and LPN areas. In the LPN area schedules are received with invoices but in the EPN area no schedules are received. There does seem to be some inconsistencies between different areas and also still between different local authorities. Terry Felstead and Allan Howard indicated that they would take this matter up with Tony Cohen and Michael Dyke when they have their next senior level meeting.

3.3.2 **Electricity company microfiche diagrams** - The majority of London Boroughs have now signed up for Internet access to EDF cable records. Some problems were being encountered, Southwark & Barking & Dagenham are examples of this. It would appear that the IP address is the problem at the moment. In the old EPN area, this will be rolled out in the very near future. Once again there was concern that the old microfiche records were now out of date and were not being updated. Terry and Allan once again agreed to take this matter up with Tony Cohen and Michael Dyke. Member of the Liaison Group were requested to canvass their area members to see what the current situation was and report back to Terry Felstead as soon as possible.

3.3.3 **G39** - Tom Tighe had indicated through Terry Felstead that he was awaiting a response from customers regarding if and whom they send their completed G39 authorisation forms to in EDF. Gareth Pritchard agreed he would speak to Tom Tighe and offer to carry out this function for him.

Gareth Pritchard indicated that there were concerns on training issues. There was a need for a forum to take this issue up nationally. Differing standards are being found across the country on G39 training. The new Sector Scheme document does include a section on G39.

Terry Felstead agreed that this matter should be taken to the next Lighting Board and he agreed to speak to Roger Elphick on this matter.

On Health & Safety Allan Howard indicated that the CDM designer discussions continued to rumble on, specific issues around this included overhead lines. A discussion ensued regarding the manufacturers responsibilities on design of lighting schemes.

3.3.4 **New EDF cutouts** - Tom Tighe had reported that a letter should be coming out giving clarification on height from the floor working. A revised document will be issued soon.

3.3.5 **Rent a Jointer** - Martin Wegg reported that the Rent a Jointer trail in London Borough of Redbridge was going extremely well.

3.3.6 **Category 1 defects** - Tom Tighe had reported that clarification will be coming out soon from EDF on how they respond to broken cut outs high earth loop impedance etc.

3.3.7 **Underground boxes** - Tom Tighe had confirmed that EDF would not put a service into a sub surface box; any underground box should be classified to IP66.

3.3.8 **PME document update** - Allan Howard reported that he would be meeting Tom Tighe in the near future to conclude the updating of the document.

Allan indicated that Jason Webb from EDF energy was carrying out trials on the use of conductive concrete.

3.3.9 **Installation certificates** - Tom Tighe had confirmed that the very minimum EDF will accept when attending site to make a connection is the post being capped off and the isolation equipment in place with tails ready to connect.

Martin Wegg confirmed that it is the local authorities duty to carry out the earth loop impedance after connection of the supply.

3.3.10 **De-energisation Certificates** - Samples of an appropriate certificate were circulated to the group.

This certificate had been used in the South Thames area with EDF staff for one month and North Thames will be going live this week.

A completed certificate should be left in a disconnected column by the EDF jointer. The form should be completed and returned to EDF by the customer.

Emergency disconnections are currently being looked at separately.

A letter will be coming out to all customers in the near future.

3.3.11 **Third party excavations/trenching** - Tom Tighe had indicated that there would be a section in the new EDF policy document regarding these proposals. A letter will be coming out soon to clarify this matter.

The conditions for allowing third party excavations will be that:

- Customer provides materials
- To EDF specification
- EDF must have as installed drawings.

3.3.12 **Prices** - The customer relations managers were indicating that although the new prices are nearing completion they would not be up and running by the 1st April.

3.3.13 **5th Core** - Martin Wegg indicated that no 5th core new services are carried out because the old link boxes are now not available. Bob Willmott indicated that there are large areas of Kent and it does cause problems.

For transfer services the cable will be retained on the 5th core network but a new service will be connected to the mains.

3.3.14 **Operational alerts** - Recent Health & Safety information had been received from EDF energy regarding problems with the insulation shrinking on cutouts in lighting columns in the old EPN area. Martin Wegg confirmed that investigations are under way to confirm locations wherever possible. He asked that if locations were found by the local authority this should be reported to Tom Tighe or himself immediately.

Terry Felstead indicated his concerns about the e-mail that was sent out to EPN customers this did not really highlight the seriousness of the problem. This matter will be taken up with Tony Cohen in the near future.

4.0 EQUIPMENT ON LIGHTING COLUMNS

4.1 **Advertising signs** - Bob Willmott indicated in Thanet in Kent a trial is under way. Steve Jones in Barking & Dagenham indicated that Street Broadcast is being looked at to do a trial. £1,000 per column is being paid to the local authority. Steve indicated that his local authority is only responsible for the lantern where illuminated advertising signs are fixed on the lighting column. If a mains fuse blows who is responsible?.

There are apparently two different tariffs for columns with banners and these columns have two separate supplies.

David Aspley indicated that he is aware of the availability of meters that can be attached to din rails and these are available from Isolator manufacturers.

4.2 **Aerials on lighting columns** - Currently BT are canvassing a number of local authorities regarding the implementation of a small aerial onto lighting columns. Allan Howard reported that BT in Hertfordshire had offered eight-year agreements with £1,000 per column per annum. A number of local authorities are taking up this option at the moment. Terry Felstead reported that there is a meeting next week with senior members of the council which he will be attending with BT.

5.0 PRIVATE FINANCE INITIATIVE (PFI)

Terry Felstead reported through the Lighting Board that another bidding round was soon to commence and there was 400 million pounds available.

The DfT are currently looking at standard documentation.

From 2003 bids six successful authorities are now going into the procurement stage.

Kent, West Sussex, Salford & Cambridgeshire who were on the reserve list for last year will be contacted regarding the new bidding round.

6.0 ILLUMINATED SIGNS

Tony Edwards confirmed that the market direction is the use of LED's for illuminated signs, bollards & pedestrian crossings.

The use of the bounce back bollard made by TMP is now being looked at by a number of other manufacturers in the market.

A new document draft TA89/5 from the Highways Agency for Passive Safety has been circulated for comments. The major concern from members of the Liaison Group was the electrical disconnection issues. Doug Simpson who had been looking at this subject on behalf of the ILE had suggested that 0.4 second disconnection times should be used instead of 5 seconds on passive lighting columns or signs.

The Highways Agency are looking at a Poletec underground chamber complete with plug & socket at the current time.

7.0 GLA/TfL

Clive Chapmen reported that a consultant had been investigating the possibility of a PFI for TfL. The opportunity for London Boroughs to participate in this may become available.

The concern from the London Borough of Wandsworth at the previous meeting regarding the lighting of intersections with local borough roads by TfL had now been clarified. After the discussion with TfL and their designers, Wandsworth are now happy with the situation.

Clive Chapman reported that the new TfL design document makes it the designer's responsibility to make sure the designs tie in with the local authorities adjacent road lighting.

8.0 **LED LIGHTING**

Peter Jones reported that his article is nearing completion.

9.0 **PHOTO CELLS**

No further comment

10.0 **ILE WEBSITE**

Alan Howard reported that the website may be changed in the next few months.

11.0 **LIGHTING COLUMN TECHNICAL FORUM – LCTF**

On CE markings William Marques confirmed the following---

CE marking became mandatory for lighting columns sold into mainland Europe on the 1st February 2005. As yet, there is no requirement for UK suppliers to CE mark columns for sale in the UK, never the less LCTF associated manufacturers will adopt and implement a standardised approach to CE marking.

CE will affect sales of lighting columns by UK manufacturers, importers and stockists. The manufacturer is responsible for CE marking the column or column/bracket assembly, but only for its condition at the time of sale. If a purchaser adds a bracket or sign before selling it on, the original CE mark becomes void and the seller will have to provide a new CE mark.

Many purchasers may be under the misconception that CE marking will give them reassurance that the column is suitable for the purpose intended – it will not! The mark will be a legal requirement (not yet in the UK) and indicate that the column complies with the essential safety requirements of the New Approach European Directive at a stated capacity.

The stated capacity adopted will be set at a level covering only unique part of a column's possible safe use in accordance with BS EN 40. CE marking is intended to be verified only once to prevent the very significant costs swamping the cost of the product. One issue that has already been raised is that purchasers may be concerned that the level of performance indicated in the CE marking does not match their specific requirements. This labelling does not mean the column is necessarily unsuitable. The CE marking of columns will refer to the Column's reference number/name and the information about the column's capabilities can be found from the EN40 data sheets. Purchasers will continue to be reliant on the stated structural

performance for their specific application as given on the product data sheet, which still attracts a legal liability for suitability for purpose.

The question that follows from this is: can a column be CE marked for a particular purchaser's specific requirements? Obviously it could, but this is unlikely to happen due to the costs involved. A purchaser only needs to check that the CE mark is present. The CE mark is for the European legal system and has very little to do with the supplier/purchaser contract.

William confirmed that steel prices continued to rise.

William agreed to do a summary on the use of the new National Application Document PD6547 for EN40 for the Liaison Group.

It was confirmed that for areas within five kilometres of the coast different standards of lighting columns were required.

12.0 TRAFFIC SIGNALS ON LIGHTING COLUMNS

Terry Felstead reported that he had had a number of enquiries regarding their work on this matter.

13.0 PRACTICAL GUIDANCE FOR TAKING ROAD LIGHTING MEASUREMENTS

Allan Howard reported that the framework report is being drafted but there are still a number of variables being looked at at the current time.

14.0 LIGHT POLLUTION

Allan Howard commented that CIE document 150 can be used and Calculux will do the required calculations, but as yet he has not heard of anyone who actually does it in their design submissions for flood lighting schemes.

Regarding the new "Clean Neighbourhood & Environment Bill", it was confirmed that it does not include street lighting. Legal advice has confirmed this. The CPRE are keen to see street lighting bought back into the bill.

Light Pollution may already be classed as a nuisance under common law; it is not however listed as a Statutory Nuisance in the Environmental Protection Act 1990.

In Scotland a light pollution document is also being drafted. Jake Dempster and James Milne are involved in this.

The DfT are drafting a traffic advisory leaflet on basic advice.

The ILE Guidance Notes Reduction of Intrusive Light is currently out for revision. This document does not include street lighting. The new ILE Design Code due out in September will include a section on light pollution.

15.0 ASLEC

Allan Howard agreed to speak to Gareth Pritchard regarding membership on the liaison group.

16.0 ILE TECHNICAL COMMITTEE

Allan Howard indicated he had nothing to report at the current time.

17.0 LIGHTING BOARD

Minutes of the 15th meeting will be issued when available; Minutes from the 14th meeting held on the 23rd November have been circulated to all members.

Specific items discussed at the board meeting last week were:

a) Inventory requirements - Terry Felstead reported that around half of London Boroughs failed to submit Appendix A information last year. This was extremely disappointing after the efforts that had been made to remind people and the extra time given.

Terry reported that a letter would be coming out soon from Roger Elphick, Chairman of the Lighting Board, requesting Appendix A information for this coming year 05.

TfL had indicated their concerns on the lack of response from London boroughs and will be taking the matter quite seriously on authorities that do not submit Appendix A, this could cause problems through the LPT process on gaining money for street lighting works. No Appendix A – no money.

b) Street Lighting Maintenance Backlog - The Lighting Board continue to lobby Central Government on the funding issue. A paper had been circulated to all members of the Liaison Group giving the most up to date situation on the backlog.

c) New code of practice - The new Code of Practice for Highway Lighting Management "WELL LIT HIGHWAYS" has now been issued and is excellent value at £8.00 per copy.

- d) Asset management plans** - WS Atkins will be issuing some guidelines for Asset Management Evaluation in July.

In 06/07 the valuation of all highway assets will be required for all local authorities.

Asset management plans are required to be in place for 2005.

- e) Best Value performance indicators** - The new indicator "average time for rectification of a street lighting" failure will be reportable for 2005 – 2006.

From the many respondents from the consultation exercise it has been agreed to produce two separate indicators, one for all faults and the other purely for the DNO reported faults.

Terry Felstead reported that the final guidance would be published in the near future.

A report LB69/05 that has been circulated to the Liaison Group was taken to the recent Lighting Board meeting for Lighting Column Review of Asset Date & Production of a Lighting Column indicator. It is expected that a paper and presentation will be made to the ILE Conference in Edinburgh in September 2005.

- e) Term maintenance contract** - A start date is currently being finalised with the ICE.

- f) Numalite project final report** - A short presentation was given to the Lighting Board. The final report will be available soon. The lamp used on this project was a GE 150 watt standard LUCALUX lamp, which was compared to a 150 watt High Pressure Sodium lamp.

Dimming was achieved down to 50% with a 20% energy saving. The final conclusion on this was that the use of lower wattage lamps compared to dimming might be preferable.

It did appear that the visibility of persons was better under High Pressure Sodium lighting than White Lighting, which seems to question the current thinking.

- g) Research projects update**

- a)** On the load research report commissioned by the Lighting Board and carried out by Sheffield Hallam University comments were made in the report regarding the inaccuracies of the test

instruments, one of the instruments was sensitive to a power factor whilst the other was not. The final report was submitted on the 25th October 2004 and was subject to paper LB56/04 Members should have received copies of this final report.

- b) The effect of road surface materials first report now produced.
- c) Research bids 05-06 - Information with ministers at the current time, may be slowed down due to the general election.
- d) Better Streets project - No money at present.
- e) Festive lighting document revision - Will be out through the ILE within six weeks.

18.0 LOTAG/TAG

On the issue of manual handling of kerbs some revised HSE guidance notes have been issued taking into account the problems with lifting single kerbs in highly urbanised areas.

19.0 CSS LONDON & SOUTH EASTERN REGION LIGHTING GROUPS

Minutes of the last meeting will be circulated with the liaison minutes.

The Disability Discrimination Act, DDA 95 – There is current doubt whether it applies to highways. Clive Chapman reported that there is a bill in the House of Lords at the moment that is looking to put highways in before May 2005. A paper on this matter was circulated from the Lighting Board LB57/05.

There still appears to be a requirement to paint a white band on lighting columns. In Kent Bob Willmott has been requested to put white bands on double arm centre island column.

Tony Stephens had encountered problems with electronic ballast. The general consensus was that there are failures being encountered with most manufacturers ballast out to date.

20.0 REVIEW OF ILE TECHNICAL REPORTS TR12 & TR13

- a) **TR12 Pedestrian crossings** - Allan Howard reported that a draft would be available in a couple of weeks.
- b) **TR13 Pedestrian Subways** - The question was asked is it worth updating this report as many local authorities are filling in or taking them out of use.

21.0 WEEE DIRECTIVE

Allan Howard reported that Terry Felstead and himself had attended a recent seminar held at Earls Court regarding the implementation of the WEEE Regulations. Allan had put together a comprehensive information sheet, which had been circulated to members of the group giving possible implications for the introduction of these regulations. The emphasis is on the manufacturer. The designer does not have a lot to do. The implementation date for these regulations will be the 13th August this year although indications were that this may be delayed which could be subject to fines.

22.0 LIAISON GROUP MEMBERSHIP

- a) **Chairman** - Allan Howard indicated his intentions to step down from the post of Chairman due to his forthcoming commitments on the main London & South Eastern Committee. Tim Edwards offered to consider the Chairmanship of the group with Steve Jones being in reserve.
- b) **Signs** - Tony Edwards has now joined the group as the signs representative.
- c) **Photocells** - At the current time as Lawrence Page has stepped down a new member is being sought to cover this area.
- d) **Electricity companies in the southern area** - Terry agreed to speak to Paul Foskett regarding a possible replacement from his organisation.
- e) **ASLEC** - Gareth has agreed to speak to Vas regarding a representation on the group.
- f) **Secretary** - Terry Felstead indicated his intentions to step down from full time responsibilities as secretary for the group. Work and other commitments were the reason for this decision; a replacement from the members attending the group was not forthcoming. Terry indicated that he was quite happy to still work in the background and provide information but if someone else could take over the responsibility for doing the minutes it would be of great help. Terry agreed to speak to Simon Hobbs to see if he would be prepared to take this job on with Terry's help.
- g) **Essex, Cambridgeshire, Suffolk & Norfolk area** - Member still to be found.

- h) Richmond, Kingston, Merton, Croydon, Wandsworth & Sutton area** - Fred Frost having indicated his retirement will now require replacing. A letter will be sent to all local authorities to seek a replacement.

23.0 EDF CONTACT INFORMATION

The information as requested by Georgina Gudgeon was still needed to assist EDF in dealing with local authority representative areas.

- 1)** Pay & Display machines
- 2)** Parking
- 3)** Estate Lighting
- 4)** Festive Lighting
- 5)** CCTV
- 6)** Market electrical supplies

24.0 BENCHMARKING

Trevor Rawson had issued a questionnaire, which had been completed by most London boroughs. He was looking, in the near future, to resurrect the Camden Benchmarking Club.

25.0 MOBILE AERIALS

More local authorities are looking at the possibilities of mounting these small mobile aerials on their lighting columns. Indications are that with the BT approach it is an eight-year contract with funding of a £1,000 per column per annum.

26.0 ANY OTHER BUSINESS

- 26a) Base compartment sizes** - David Aspley indicated that he had received comments from a number of authorities that had had lamp columns installed, possibly by developers and consultants, where it was found impossible to install the isolation equipment within the base, due to the diameter of the equipment. This was especially evident where there were private cable networks, hinge, tapered & recessed doors.

- 26b) New Roads & Street Works Act & Traffic Management Act 2004** - Each local authority have appointed a Traffic Manager to co-ordinate the implementation of the act.

The implications of the new act are that local authorities like Utility companies will be required to give notice periods before carrying out highway and lighting works. These periods will vary anything from three days to six months.

27.0 DATE OF NEXT MEETING

The date of the next meeting is on Friday 1st July 2005 @ 10.30 am at RBKC Offices, 37 Pembroke Road.

(EDFMAR05)