



STREET LIGHTING POLICY

Street Lighting Maintenance Contract for Stotfold Town Council

Contract period: 1st April 2023 to 31st March 2026

Introduction

The following information relates to the Street Lighting Policy in Stotfold and aims to set out a code of practice which sets a high standard for compliance, in recognising our responsibilities. Facts and figures shown were current at the time of writing. The Town Council owns and maintains street lights within Stotfold. These are located within the residential roads of the town. This policy relates to the maintenance and operation of these units. The public are encouraged to report any issues with these lights to the office of the Town Council. The Council also owns and maintains 'street lights' situated within our open spaces, and this policy also relates to those such units.

Background

The Town Council took on responsibility for some of the street lights within the town, many years ago, and as such some stock is now ageing. The Town Council is responsible for a variety of different lamp and pole types, including some historical styles, which we aim to retain for as long as possible. The Council has implemented a plan to gradually upgrade the street lights based on local need, and as the old stock is no longer operational.

Central Bedfordshire Council is responsible for the majority of street lighting within the town, whilst new developments either remain in the ownership of developers and therefore street lights within those areas remain within their responsibility, or new developments are due to be adopted by our unitary authority, Central Bedfordshire Council, and therefore the Town Council may be asked to adopt the new street lights within.

From time to time, the Council may identify areas which may benefit from additional lighting, and these new street lights will be installed, owned and maintained by the Council.

Present policy

The policy of the current council is to update the current stock of streetlights and ensure a consistent maintenance and replacement program is in place. A gradual upgrade to LED lanterns is in progress, these are far more efficient, more durable and cost effective.

The replacement policy is to ensure adequate lighting provision throughout the town, taking into consideration individual street requirements and environmental factors.

Financial policy

The funding for street light maintenance and replacement is provided through the Town Council precept, via the local council taxes. The budget is set every year, based on average annual costs for maintenance, replacement and energy costs. A reserve fund is also held to provide provision for total replacement of degraded columns, new location columns and emergency damage.

Aims and Objectives

- Maintain the street lights, in a safe and effective condition, within the agreed budget
- Anticipate budget changes in line with maintenance costs and replacement rates
- Learn from past experience and historical data
- Comply with current legislation, legal requirements and best practice
- Continue to aim to reduce costs and power consumption, year on year, without a detrimental effect to illumination or safety
- To contribute to the UK's reduction in carbon emissions by reducing energy consumption
- Replace lamp posts at the end of their life or when beneficial to overall aims

- Maintain an up-to-date complete inventory of all street lights under the responsibility of the Town Council
- To provide a monthly maintenance schedule for non-urgent reported faults and a 24-hour emergency response by the electrical contractor

Policy for repairs

In order to maintain our street lighting at an affordable cost, the Town Council uses a combination of reactive and proactive maintenance via its maintenance contractor.

Proactive maintenance consists of a bi-annual condition assessment survey and minor repairs to each lamp are carried out as required. Where complete replacement of either of the lantern and/or the column is required this is reported to the Clerk and a decision on replacement is made.

Reactive maintenance consists of lamp failure reports to the Clerk who then advises the maintenance contractor that a repair is required and under the terms of the maintenance contract, they will attend on the next visit. It is impractical and uneconomical for the Town Council to carry out frequent inspections of lamps to confirm they are working and the Town Council relies upon residents to report failures to the Town Council office.

Reporting faults

Faults on street lamps which are the responsibility of the Town Council should be reported to the Town Council office giving the nature of the fault – flickering/intermittent/day burning, etc, the unique column number (S1, S2, etc), the name of the road and the nearest house number/road junction.

Faults on street lamps which are the responsibility of Central Bedfordshire Council should be reported to them at the following website

https://www.centralbedfordshire.gov.uk/info/55/transport_roads_and_parking/588/report_or_track_roads_and_highways_problems_-_potholes_street_lights

The Town Council is unable to deal with reports of faults on private estates that have not been adopted by the Town Council, these reports should be referred to the developer or their management company.

Delegated powers and authorisation of repairs

The day to day maintenance and column replacement will be authorised directly by the Clerk, within the street light maintenance budget and street light replacement reserve (EMR).

Adoption of new street lights

The Town Council, if it resolves to do so, will adopt street lights on new developments within the town where it is the lighting authority. Adoption of lighting systems installed by the developer will be on the condition that the Town Council receives an agreed sum in respect of each lighting column erected. This being a commuted payment for the future running and maintenance costs of the lighting column. The developer shall be required to provide and erect the complete lighting installation to the approval of the Town Council's street light maintenance contractor, who will confirm that the requirements of the Current Edition of the IEE Wiring Regulations have been met.

It is the developer's responsibility to obtain a Meter Point Administration Number (Mpan) from UKPower Networks when requesting underground services for the lighting installation from the electricity company. The developer will then be charged for the energy consumed by the street

lighting installation from the date of connection, up to and including the date of the final adoption certificate.

The developer shall be responsible for the maintenance (including replacement of damaged columns and the like) of the new equipment and any existing equipment affected by the works from the date of commencement of works up to and including the date of the final adoption certificate.

Upon completion of the installation 'as constructed' drawings shall be forwarded to the Town Council showing column positions, cable routes, depths, sizes and positions, and service positions and centrally managed systems.

On request from the developer for formal adoption of the development, the lighting installation will be inspected by the Town Council's street light maintenance contractor, and any remedial works shall be highlighted. The developer shall be responsible for any remedial repairs together with a lamp clean prior to a final adoption certificate being issued. In addition, dependent upon the age of the installation, the developer may be required to re-test/re-paint the installation at his own expense.

Once accepted, the Town Council will add the street lights to their asset register/lighting inventory, and the street light maintenance contractor shall affix the Town Council's identification numbers to each column.