

ORGANISATIONAL POLICY AND PROCEDURE



TITLE:	PUBLIC LIGHTING
DOCUMENT NUMBER:	OPOPR-ASSETS-EV-002 (DocSetID: 2510458)
DEPARTMENT:	Assets
UNIT:	Project Planning and Facilities
RESPONSIBLE OFFICER:	Environmental Sustainability Coordinator <i>Checked</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

APPROVED BY:	Executive Team
APPROVAL DATE:	22 January 2019
EXPIRY DATE:	Not Applicable
REVIEW DATE:	1 January 2023 <i>This procedure will be reviewed every four years or as required by any legislative or council changes.</i>

AVAILABILITY:	Staff - Organisation wide	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Public	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Internet	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
ADVISE AVAILABILITY:	Media Release	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

REFERENCES: (If applicable)	Australian/New Zealand Standard AS/ANZ 1158 – Lighting for Roads and Public Spaces Infrastructure Design Manual Clause 26 Public Lighting Glenelg Shire Council, Records Management Policy OPO-CORPS-RECM-001 (DocSetID: 1933907)
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1. Purpose

The Public Lighting Policy and Procedure aims to provide a consistent and flexible approach to design, installation, maintenance and application of public lighting throughout the municipality.

2. Scope

This policy and procedure identifies the criteria, standards and processes to be used when determining the type and incidence of street and public place lighting within the Glenelg Shire.

The scope of the Public Lighting Policy and Procedure is to:

- Improve public safety;
- Provide a common standard and consistent approach for public lighting across the municipality;
- Apply to public lighting in streets, off-street public areas, open space and other public places;
- Provide equity for public lighting across the municipality;
- Establish standards in regard to competing interests and expectations;
- Ensure community expectations, in relation to relevant standards, cost effectiveness, sustainability and environmental issues, are consistently addressed;
- Establish asset management standards to ensure best practice management and provision of public lighting;
- Be consistent with related plans, policies and strategies of Council.

3. Background

Council provides a range of public lighting in streets and off-street public areas, open space and other public places throughout the municipality.

Energy distributors are responsible for the installation, maintenance and repair of most (unmetered) residential street lights under a mandatory arrangement. Council does not own un-metered public lighting infrastructure, but is responsible for the location and cost of street lighting. This includes electricity consumption, asset installation, maintenance and replacement of lamps and other luminaire parts as required.

The purpose of public lighting is generally seen to provide for the safety and security of the community: lighting on local roads and in open space areas provides for safe travel on roads and footpaths; while lighting of sports fields allows for night-time training and playing of community sports. Public lighting is not provided for the security of private property or people using it.

Public lighting has many social and economic benefits: people feel safer and healthier (good lighting reduces stress levels); public spaces are better patronised; public amenity improves; traders benefit from an attractively lit shopping strip etc.

There are also a number of negative impacts of excessive public lighting including: light 'pollution' and glare; Greenhouse Gas emissions; and costs (energy, installation and maintenance). Many residents contact Council to request an increase in the level of lighting while others seek a reduction in glare and spill. There are conflicts between demand for public lighting in areas where other Council's policies and values recommend against lighting, for example, protecting flora and fauna habitat.

Council endorses the Dark Sky initiative - "to preserve and protect the night time environment and our heritage of dark skies through quality outdoor lighting." Light pollution is the result of outdoor lighting that is not properly shielded, allowing light to be directed into the eyes and the night sky¹.

Because public lighting is a complex issue this Policy and Procedure has been developed to provide guidance and instruction as to what standard of street lighting will be provided within the Shire and where street lighting will be placed and the process to be considered by Council in determining the provision of new lights. It is not always possible to come to hard and fast resolutions. This policy aims to provide an agreed, consistent and appropriate response, in terms of the quality of the outcomes, cost to ratepayers and impact on the environment.

3.1. Types of lighting

Unmetered street lights (lights on an unmetered power supply with the assets usually owned by the distributor and therefore subject to the Public Lighting Code) can either be Standard or Non-standard with the differences being outlined below and in Table 1.

Standard lights are those where the lamp, luminaire, mounting bracket, pole, supply cable or control equipment are normally used by a distributor (Powercor) as part of their regular suite of public lighting assets that they operate, maintain and replace (OMR) for Council.

Non-standard lights are generally more decorative in appearance and more expensive to supply. They need to be approved by the distributor to go onto the network which can take considerable time. Council pays a service charge to the distributor for luminaire maintenance and must pay for their replacement at the end

¹ <http://darksky.org/>

of their life or if damaged. This can be costly and time consuming for Council staff. Pole and luminaries may also no longer be available, or difficult to obtain.

The more non-standard asset types there are, the more difficult the job of maintaining and replacing them. Currently Council has non-standard lights located in Percy and Bentinck Streets.

Only standard lights and poles are used in all new development areas. The use of non-standard lights and poles is not encouraged due to the constant change in products, availability and associated costs.

Metered lighting is fully owned and operated by Council. This is usually in off-street public areas, open spaces and other public places throughout the municipality.

Table 1: Standard and Non Standard lighting - ownership, operation and maintenance responsibilities.

Type	Pole ownership	Light ownership	Operation and maintenance
Standard Un-metered Public Lighting Assets	Distributor	Distributor	Council pays OMR charge to distributor and all electricity usage costs.
<ul style="list-style-type: none"> <i>Council Road</i> 			
<ul style="list-style-type: none"> <i>VicRoad</i> 			Council pays 40% of OMR and electricity usage costs. VicRoads pays 60%.
Non-standard Unmetered Public Lighting Assets	Council	Council	Council pays OMR charge to distributor for luminaire and all electricity usage costs. Council is also responsible for cost of pole and light replacement.
Metered Lighting	Council	Council	Council owns, maintains and replaces all assets.

OMR – Operation, Maintenance and Replacement

3.2. Provision of Public Lighting

Where light from a streetlight is causing excessive nuisance to a resident, then the resident can request installation of a shade. Before agreeing to shading of streetlights an assessment of the streetlight and surrounding area is required. Consideration will be given to the general standard of lighting in the area, traffic safety and needs of pedestrians.

Where possible the provision of street and public place lighting will be in accordance with the lighting categories contained in AS/NZS 1158.1.3: 1997 – Road Lighting Standards. These categories are:

- Category V Lighting applicable to roads on which the visual requirements of motorists are dominant, eg, traffic routes.
- Category P (1 to 12) applicable to roads, streets, pathways and public areas on which the visual requirements of pedestrians are dominant.

The cost of the provision of street lighting in new subdivisions shall be recouped from the subdivision developers including all design and implementation costs.

The cost of the provision of public place lighting on land under the care, control and management of Council will be borne by Council. Where the area is subject to a licence or lease the cost of the provision lighting will be determined on a case by case basis or as determined by the licence or lease. All new or replacement lighting will be approved by Council.

The cost of the provision of public place lighting associated with privately owned and controlled public places (eg, shopping centres) will be borne by the private owners.

Where possible lighting will be provided to the following standards:

Urban areas of between 0.3 and 0.8 hectares allotment size to have lighting located only at intersection, crests and cul-de-sacs.

In residential areas (less than 0.3 hectares allotment size) served by the overhead power grid, a luminaire to be approximately 100 metres apart (typically every second pole). Council will take into account variations in pole spacing, the need to light intersections, changes in road alignment, traffic management devices, nature strip trees and particularly dark areas.

Where residential subdivision underground power is supplied and steel Urban Residential Distribution (URD) poles are utilised, lighting shall be in accordance with the Category P road lighting standard, with standard spacing for URD poles being 55 metres.

Street lighting is not applicable in rural living areas except for public safety reasons. No lighting will be provided on subdivisions with allotments greater than 0.8 hectares.

Where access to a rural subdivision is from a principal or arterial road, lighting of the access intersection will be provided at the developer's cost.

The most energy efficient luminaires will be used wherever possible.

Any existing non-standard poles and fittings in residential areas will be replaced with an approved standard pole and or fitting of similar design.

Council will not pay for the replacement of the overhead power grid in a residential or rural residential area with an underground service and the installation of related street lighting.

On state highways and arterial roads under the control of VicRoads, lighting installations are designed, installed and commissioned by VicRoads.

4. Council Procedure - Enquiries process

When assessing a request on public lighting e.g. to install additional public lighting, Council will consider relevant factors such as:

- a) The proportion of night time use of the road/public space;
- b) Volumes of vehicle, pedestrian and cycle activity and their interaction with each other during this night time use;
- c) Historical or expected night crash or incident rates;
- d) Environmental impacts associated with spill lighting and glare;
- e) Availability of connection and costs of providing the new lighting; and
- f) The competing needs of other Council controlled roads or public spaces.

This process can take several months. If approved by Council the request still needs to be approved and processed through distributor which can also take several months. Typically the whole process can take 6 to 12 months.

Requests for public lighting on the basis of increasing security on private premises will be refused and owners encouraged to install their own security lighting.

The programming of the work will be subject to completion of existing higher priorities and available funding.

If a request involves a major improvement, Council will arrange for a public lighting design to be prepared and costed and the proposal will be submitted for funding under the annual capital works budget process.

Street light faults can be reported directly to Powercor by phone on 122412 or through their website <https://www.powercor.com.au/> or Council staff can do this on the customer's behalf.

New lighting installations are requested through the 'MySupply' portal on <https://www.powercor.com.au/>

5. Definitions

- 'Approved Non-standard Lighting' means a non-standard fitting that complies with the distributor's public lighting technical standards and can be placed on the non-metered distributor's network.

- 'Authorised Council Officer' means a Council Officer authorised under the relevant section of the Local Government Act.
- 'Built-up Area' means an area consisting of roads along which there is urban development and street lighting is provided.
- 'Distributor' means an organisation which holds a distribution licence under the Electricity Industry Act 2000 for the distribution and supply of electricity (In Glenelg Shire Council this is Powercor).
- 'Non-standard Fitting' means a fitting other than a standard fitting and is on a metered supply.
- 'Public Place' means:
 - (a) any bridge, footpath, court, alley, passage or thoroughfare open to or used by the public;
 - (b) any park, garden, reserve or other place of public recreation or resort;
 - (c) any open place to which the public has or is permitted to have access, whether on or without payment for admittance;
 - (d) any wharf, pier or jetty open to or used by the public; or
 - (e) any school or the land or premises in connection with it but does not include a highway.
- 'Standard Lighting' means a lamp, luminaire, mounting bracket, public lighting pole, supply cable or control equipment normally used by or acceptable to a distributor.
- Standard lighting is normally on a non-metered supply and the assets owned by the distributor and therefore subject to the Public Lighting Code.
- 'Street' means a 'road' as prescribed in the *Local Government Act 1989*.

6. Records Management

All Council records created and managed as a result of implementing this policy will be managed in accordance with the Council's Records Management Policy.

The Records Management Policy assigns responsibilities for records management to employees, supervisors, volunteers and other specific positions.

No Council records are to be destroyed without consideration of the requirements of the Act(s) that govern the functions relevant to this policy. Prior to destruction, advice must be sought from the Records Management Unit, with consideration to the requirements of the appropriate Retention and Disposal Authority (RDA).

7. Victorian State Legislation Copyright Acknowledgement

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