

Attendance register attachments
seminar 21 May 2026



Column Attachments and Electrical Assets in the Highway

- 21 May 2026

Venue:

Welwyn Parish Civic Centre

Prospect Place, AL6 9ER





Agenda

- Housekeeping
- Introductions
- Peter Simpson welcome
- PLG 06
- Safety moment
- Quiz
- Lessons Learned
- Workshop



Peter Simpson



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GUIDANCE ON INSTALLATION AND MAINTENANCE OF SEASONAL DECORATIONS AND LIGHTING COLUMN ATTACHMENTS





Summary of PLG 06

- Guidance on installation and maintenance of seasonal decorations and lighting column attachments
- Sets out the requirements for safely installing, maintaining, and removing seasonal decorations (such as festive lighting, banners, or displays) that are attached to street lighting columns or similar infrastructure.



Purpose

Minimise risks to:

- Pedestrians and road users
- Maintenance personnel
- The structural stability of lighting column
- Electrical systems connected to decorations



Structural Considerations

- Lighting columns are primarily designed to support luminaires, not additional loads from decorations. Therefore, any attachment introduces extra stress, particularly from:
 - Weight of decorations
 - Wind loading (a major factor)
 - Vibration over time



Design and Equipment Requirements

- Decorations and fixings must be designed specifically for use on lighting columns. Key requirements include:
 - Lightweight structures to minimise loading
 - Aerodynamic designs to reduce wind resistance
 - Certified brackets and attachment systems
 - Avoidance of sharp edges or projections



Electrical Safety

Systems must comply with relevant UK standards, including wiring regulations.

Principles:

- Use of low-voltage systems where possible
- Proper insulation and weatherproofing (IP-rated equipment)
- Safe connection to power supply (often via feeder pillars or dedicated supplies)
- Avoiding overloading existing circuits



Electrical safety

- All installations must be carried out by competent, qualified electricians, and certification should be provided upon completion.
- Residual Current Devices (RCDs) are typically required to protect against electric shock.



Installation

- Only be undertaken by trained personnel following a risk assessment and method statement (RAMS).



Installation

- Pre-installation inspection of columns
- Verification of load calculations and design compliance
- Appropriate traffic management
- Approved permitting
- Safe access arrangements (e.g., mobile elevating work platforms)
- Secure fitting of brackets and decorations
- Electrical connection and testing



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Work must be planned to minimise disruption to traffic and pedestrians. Traffic management likely required. Installations must not obstruct:

- Road signs or signals
- Street lighting performance
- CCTV or other equipment



Inspection and Maintenance

- Once installed, decorations require regular inspection to ensure ongoing safety. This includes:
 - Visual checks for damage, looseness, or wear
 - Inspection after severe weather (especially high winds)
 - Electrical testing at defined intervals



Maintenance activities may include:

- Tightening fixings
- Replacing damaged components
- Repairing electrical faults



- Defects that pose a safety risk must be addressed immediately, and the installation may need to be switched off or removed.



Operational Control and Responsibilities

- Promotor Responsibilities:
 - Permitting
 - Designs and locations*
 - Structural assessments*
 - Installation and removal works*
 - Ongoing inspections and maintenance*

* via approved competent contractor



Removal and Decommissioning

- Ensure columns are not damaged
- Include inspection after removal
- Damage caused during use must be repaired promptly.



Health and Safety Considerations

- Working at height
- Electrical hazards
- Falling objects
- Traffic-related risks
- The general public



Mitigations

- Proper training and competency of workers
- Use of personal protective equipment (PPE)
- Safe systems of work
- Traffic management plans
- Permitting



- Failure to comply could result in safety risks and legal consequences.



Festive Lighting Operator Responsibilities Quiz



Safety moment 14 Nov 25 7.45pm





Lessons learned

- Many promoters submit stage 1
- Significant numbers do not progress to stage 2

FY - 25-26

Attachment Type	Total	Approved stage 1	Approved stage 2	Not Approved	incomplete Applications / waiting for further details	Under review
Festive lights - Christmas	43	18	19		6	
Festive lights - Valentine	1	1				
Self Powered CCTV	5	2			3	
Acoustic Camera	1	1				
Hanging Baskets	3	2			1	
Radar Installation	1				1	
Other CCTV	1				1	
Banner/flags	2				2	
installation of Signs	2				2	
	59	24	19	0	16	



Lessons learned cont

- Many applications submitted without the required supporting documents:
 - attachment details
 - the specific column numbers being used
 - structural testing reports
 - electrical testing reports
 - HERS-approved certificates
 - RAMS



Lessons learned cont

- Drip feeding information
- Contractors submitting return

Persistent issue

- Many applications do not achieve minimum clearance (ref PLG06)

Guidance on Installation and Maintenance of Seasonal Decorations and Lighting Column Attachments

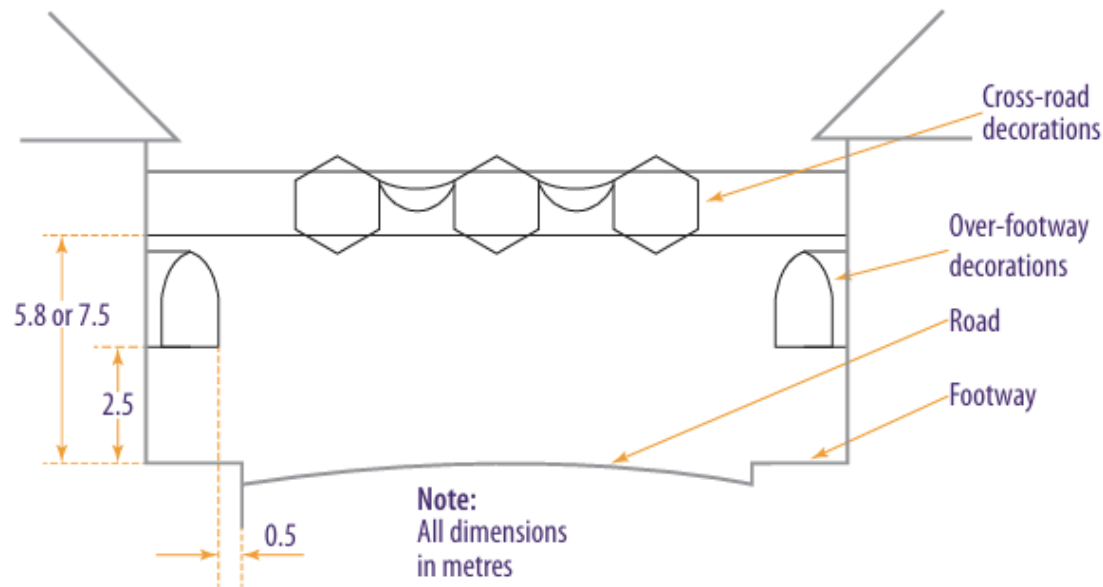


Figure 11: Minimum clearances



Outcomes

- multiple rounds of correspondence
- Information all comes at once, just when everyone else is seeking approvals



Suggestion

1, Use of online application form allowing us to collect and manage data efficiently

- Reduces back and forth emails
- Ensures supporting documents are in one place

2, Online form for installers showing electrical connections to HCC interfaces

- Audit and accountability trail of temporary electrical connections
- After

Individual staff should be:

- Health and Safety trained
- HERS
- CSCS cardholders
- National Street Works Qualification Registered
- CFA approved





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Timetable for Seasonal Decorations

- March - Identify what you are going to do and any infrastructure you may need to install.
- March / April – Identify a competent contractor to carry out your requirements. Also identify a test house and procure their services to carry out any structural testing that is required.
- By the end of July – Submit your licence application for authorisation to install.
- August / early September – Installation will either be approved and a “licence to install” issued, or it may be declined by HCC
- If declined, the regulation that has been contravened will be quoted and a “Risk Based Reason” given.
- October / November – Install equipment. Provide electrical test results for all installations to HCC.
- October / November – Part 2 Licence issued by HCC
- January – Remove installation



!Note!

- HCC electrical apparatus takes precedence
- Do not remove HCC connected equipment

Workshop



- What questions do you have about the licence processes?
- Do you need help checking your Contractor is competent?
- How can we help you to ensure a safe installation?
- What issues are you having?
- Do you need some guidance to complete the licence application?
- Have you got a robust record system?

- The email address for applications is:
- Streetlightingdesign.herts@ringway.co.uk



Points raised

- Clarification on catenary wires to trees
- Access to SL asset data (electronic map?)
- Overhead min height of cat wire to highway is 5.8m as per PLG 06. NOTE 7.5m on some special designated roads
- [Getting unregistered projector an UMSUG code, click for link](#)



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Thank You
