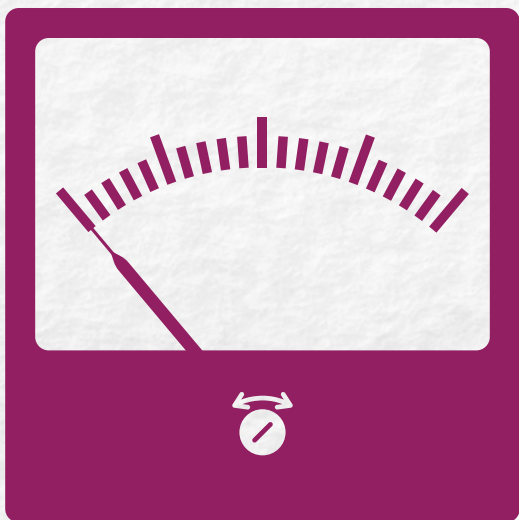


# Getting Your Meter Connected



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## Introduction

This guide aims to help you set up the correct meter and contract to monitor and record your electricity usage.

**SP Energy Networks** is the Distribution Network Operator (DNO) and so installs an electrical connection up to, and no further than, the mains fuse – this can also be referred to as ‘cut-out’ or ‘cablehead’.

We are not the electricity supplier and therefore, cannot provide or connect the meter. The electricity supplier is responsible for installing your meter and agreeing your ongoing electricity supply charges for electricity used.

Here is everybody involved:

|                                                            |                                                                                                                                                                                                                         |
|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Customer /Applicant</b>                                 | Person requesting an electrical connection.<br><i>NOTE: Person could also be requesting an upgrade, downgrade or alteration to existing supply.</i>                                                                     |
| <b>Distribution Network Operator</b><br>SP Energy Networks | Has responsibility to complete licensed activities on behalf of the Asset Owner, but no contractual client relationship with either the Meter Operative or Electricity Supplier.                                        |
| <b>Electricity Supplier</b><br>(Supplier)                  | Sets up an Electricity Supply Contract – Agrees a tariff dependent upon load and usage of electricity recorded in units. Also arranges for meter to be installed through the Meter Operative (MOP).                     |
| <b>Meter Operative</b><br>(MOP)                            | An organisation responsible for installing and maintaining electricity meters.<br><i>NOTE: If you intend using a lot of electricity you may have to appoint a MOP and set up a separate contract, i.e. Half Hourly.</i> |
| <b>Data Aggregator</b>                                     | Data Aggregator – totals volumes of energy consumed for each supplier and sends to a central system for balancing and settlement.                                                                                       |

| Who does what                                                                                                                                                                                                    | CUSTOMER/ APPLICANT | DNO SP ENERGY NETWORKS | ELECTRICITY SUPPLIER | METERING OPERATIVE |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------------------|----------------------|--------------------|
| SP Energy Networks will provide your Meter Point Administration Number (MPAN).<br><i>NOTE: 'Import' and, if applicable, 'export'.</i>                                                                            |                     | ●                      |                      |                    |
| You need to choose an Electricity Supplier. For Generation, you may also need to appoint a purchaser.<br><i>NOTE: Have your MPAN(s) and load details to hand when you contact them.</i>                          | ●                   |                        |                      |                    |
| Agree delivery schedule for electrical connection up to the mains fuse and complete the work.                                                                                                                    | ●                   | ●                      |                      |                    |
| Electricity Supplier will liaise with your Meter Operative to arrange for the meter to be fitted.<br><i>NOTE: You need to tell them when the work connecting the supply to the mains fuse has been completed</i> | ●                   |                        | ●                    |                    |
| Meter Operative will fit the meter.                                                                                                                                                                              |                     |                        |                      | ●                  |
| Upgrade to Supply – You must advise your electricity supplier.<br><i>NOTE: Contact details to be found on your electricity account).</i>                                                                         | ●                   |                        |                      |                    |

# Options

| LOAD/TYPE OF ELECTRICAL CONNECTION                                             | EXAMPLES – WHAT IS IT?                                                                                                        | TYPE OF METER/CONTRACT                                                                                                                                                           |
|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| > 18kW<br><i>(Domestic)</i>                                                    | Domestic<br><i>House with non-electric heating</i>                                                                            | Negotiated with supplier                                                                                                                                                         |
| >18-45kW<br>Small shops<br><i>(Commercial)</i>                                 | Newsagents                                                                                                                    | Negotiated with supplier                                                                                                                                                         |
| >45–99kVA<br>Small Business<br><i>(Commercial)</i>                             | Supermarket<br>Express/Beauty/<br>Sunbed salon                                                                                | Maximum Demand<br>Non Half Hourly                                                                                                                                                |
| >69kVA                                                                         | Supermarket Express                                                                                                           | Current Transformer (CT)<br>Metering Panel                                                                                                                                       |
| >100kVA                                                                        | Large Supermarket                                                                                                             | Maximum Demand<br>Half Hourly<br><i>NOTE: You may need an agreement with your meter operator, as well as, your chosen electricity supplier.</i>                                  |
| Unmetered Supply <i>NOTE: must meet Electricity Unmetered Regulations 2001</i> | Street Lighting                                                                                                               | Meter n/a.<br><i>NOTE: A Supply Contract is still required with an energy supplier. An Unmetered MPAN will be provided.</i>                                                      |
| Alteration to Point of Supply                                                  | Request to move meter from one location to another                                                                            | Existing MPAN – Electricity supplier may arrange for meter to be moved to meet certain criteria. If outwith this criteria, it may be chargeable and may involve work by the DNO. |
| Additional loads or upgrade                                                    | Upgrade from single phase to three phase connection                                                                           | Depends upon load and may effect type of meter                                                                                                                                   |
| Distributed Generation                                                         | Examples:<br><i>Solar Panels/<br/>Wind Turbine/<br/>Combined Heat Power(CHP)/<br/>Hydro/PV Array/<br/>Car Charging Points</i> | Depends if exporting generation.<br>Requirement to agree Feed in Tariff (FIT) with electricity supplier.<br>You may require an export MPAN and CT Meter Panel.                   |

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## Generation Metering's Different Requirements:

|                                                 |                                                                                                                                                                                                                                                                                       |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <30kVA<br><i>Existing Supply</i>                | No Export MPAN required.<br><i>NOTE: Discuss and agree Feed In tariff with electricity supplier</i>                                                                                                                                                                                   |
| >30 - <50kVA<br><i>Existing Supply</i>          | Export MPAN & CT panel required<br><i>NOTE: Customer must arrange Supply Agreement (with electricity supplier, not DNO)</i>                                                                                                                                                           |
| >30 - <50kVA<br><i>New Supply</i>               | As above, but also require a new Import MPAN                                                                                                                                                                                                                                          |
| >50kVA<br>Low Voltage<br><i>Existing Supply</i> | Export MPAN and CT panel required<br><i>NOTE: Customer must arrange Supply Agreement (with electricity supplier, not DNO)</i><br><br>Witness Testing and LV Connection Agreement (initiated by DNO)<br><i>NOTE: Connection separate from Supply Agreement</i>                         |
| >50kVA<br>Low Voltage<br><i>New Supply</i>      | As above but also require a new Import MPAN.                                                                                                                                                                                                                                          |
| >50kVA<br>High Voltage<br><i>New Supply</i>     | New Import and Export MPAN(s) required.<br>CT Metering panel required<br><i>NOTE: Customer must arrange Supply Agreement (with electricity supplier, not DNO)</i><br><br>Witness Testing & HV Connection Agreement (initiated by DNO)<br><i>NOTE: Separate from Supply Agreement.</i> |

### Meter Site Needs

Must include a backboard, but the space needed varies depending if sited on household or commercial premises.

*NOTE: approx. sizes 2000mm high x 1000mm wide x 1000mm deep, positioned between 500mm – 2000mm above finished floor level.*

### Electrical Requirement

Can vary e.g. Commercial with CT Meter Panel needs a fused main switch, load tails, mechanical protection, trunking & main supply for non-substation connected loads.

*NOTE: Tails must be of a sufficient size & suitable length so the cable can be terminated into the main supply cablehead.*

*BS7671 Reg 434.2.1 gives some guidance*

Please refer to 'Your Responsibilities' section within your electrical connection quotation to confirm requirements.

## Contact Details of Electricity Suppliers

|                            |                      |                                                                              |
|----------------------------|----------------------|------------------------------------------------------------------------------|
| Atlantic Power & Gas       | 0845 026 0657        | <a href="http://www.atlantic.co.uk">www.atlantic.co.uk</a>                   |
| BritishGas                 | 0800 048 0202        | <a href="http://www.britishgas.co.uk">www.britishgas.co.uk</a>               |
| Co-operative Energy        | 0800 954 0693        | <a href="http://www.cooperativeenergy.coop">www.cooperativeenergy.coop</a>   |
| EBiCo                      | 0800 458 7689        | <a href="http://www.ebico.org.uk">www.ebico.org.uk</a>                       |
| Ecotricity                 | 0800 030 2302        | <a href="http://www.ecotricity.co.uk">www.ecotricity.co.uk</a>               |
| EDF Energy                 | 0800 056 7777        | <a href="http://www.edfenergy.com">www.edfenergy.com</a>                     |
| E.ON                       | 0345 059 9905        | <a href="http://www.eonenergy.com">www.eonenergy.com</a>                     |
| First Utility              | 0845 215 5015        | <a href="http://www.first-utility.com">www.first-utility.com</a>             |
| Good Energy                | 0871 200 0694        | <a href="http://www.goodenergy.co.uk">www.goodenergy.co.uk</a>               |
| Green Energy UK            | 0800 783 8851        | <a href="http://www.greenenergy.co.uk">www.greenenergy.co.uk</a>             |
| LoCO2 Energy               | 0845 074 3601        | <a href="http://www.loco2energy.com">www.loco2energy.com</a>                 |
| nPower                     | 0800 073 3000        | <a href="http://www.npower.com">www.npower.com</a>                           |
| OVO Energy                 | 0800 056 3287        | <a href="http://www.ovoenergy.com">www.ovoenergy.com</a>                     |
| Scottish Hydro             | 0845 026 0655        | <a href="http://www.hydro.co.uk">www.hydro.co.uk</a>                         |
| <b>ScottishPower</b>       | <b>0800 001 5217</b> | <b><a href="http://www.scottishpower.co.uk">www.scottishpower.co.uk</a></b>  |
| Southern Electric          | 0800 056 3287        | <a href="http://www.southern-electric.co.uk">www.southern-electric.co.uk</a> |
| Spark                      | 0845 034 7474        | <a href="http://www.sparkenergy.co.uk">www.sparkenergy.co.uk</a>             |
| Scottish & Southern Energy | 0845 026 0658        | <a href="http://www.sse.co.uk">www.sse.co.uk</a>                             |
| SWALEC                     | 0845 026 0656        | <a href="http://www.swalec.co.uk">www.swalec.co.uk</a>                       |
| Utilita                    | 0845 450 4357        | <a href="http://www.utilita.co.uk">www.utilita.co.uk</a>                     |

*NOTE: Details correct at time of print. Alternative electricity suppliers may be available.*

