

The Unmetered Connections Process

A WPD guidance document to assist ICPs wishing to undertake unmetered connections

Introduction

The aim of this Guidance document is to assist Independent Connection Providers (ICPs) who wish to undertake unmetered connection works on WPDs network. These works include new connections, disconnections and transfers.

National Electricity Registration Scheme (NERS) Scopes

An ICP wishing to participate in the contestable connections market must be accredited under the [NERS](#) scheme this is currently administered by Lloyds Register. Before you undertake any work on WPDs network you must obtain the appropriate NERS LV Live Jointing connection scope.

The Framework Network Access and Adoption Agreement (FNA&AA)

Before you undertake any connection work you must sign up to the FNA&AA. The FNA&AA is a binding contract that sets out both party's rights and obligations whilst you operate on our network.

It is essential that both parties agree and sign up to the terms of the FNA&AA before any of the connection work is undertaken. We can prepare and provide a FNA&AA for your signature on request.

Sample agreements are available to view on the [Agreements](#) page of our website.

Access to WPD Technical Information

You can register to use our [Technical Information](#) website which provides detailed technical specifications and information that you will be required to comply with. Compliance with the appropriate documents is essential if you want to make an electricity connection to the WPD Network.

Distribution Safety Rules Options

When undertaking work on the network it is essential that you comply with correct operational procedures to ensure the safety of staff. As a minimum you will be required to meet the requirements of the Distribution Safety Rules (DSRs).

There are two options available to undertake Low Voltage (LV) connection works:

Option 1 work to your own DSRs, procedures and policy. You will then be required to authorise your own staff.

Option 2 work to WPD DSRs, procedures and policy. WPD shall authorise ICP staff. It is likely that some gap training will be required to ensure that your staff have adequate knowledge of WPD DSRs.

Notification Process

To ensure compliance with NERS and ESQCR it is a requirement that any work on the WPD existing network is notified to WPD one week in advance of the site works being carried out. WPD Network Services will undertake checks to ensure that it is acceptable to work on the specific part of the network. An email will be returned stating if there are any objections to the work. Once the site work has been completed a cable record will need to be returned to WPD with accurate measurements of the position of any joints and cables that have been installed.

Inspections

WPD will undertake periodic site inspections of any adoptable assets to ensure that the works have been undertaken in compliance with WPD policy and procedures. WPD shall charge you for all attended inspections as well as any re-inspections which are required as a result of defects identified during previous inspections.

Flowchart

The flow chart overleaf provides an outline of the process described above.

Further Information

Further information is detailed in our Standard Technique ST:NC2L which is available to view on our Technical Information website www.westernpowertechinfo.co.uk.

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