

A close-up photograph of a young boy with freckles drinking from a public water fountain. Water is spraying from the spout. Another child's face is partially visible on the right side of the frame, looking towards the fountain. The background is a blurred outdoor setting with green trees and a paved area.

Meter Guidance for SLP's

How to report on site connections and meters
Tagging – using and ordering

Trackers – each SLP has their own tracker

Site & Plot Details	PLOT Details	Meter to be installed By	Comm or Dom	Target (Month & Year)	Connection Date	House Number	Flat/Apartment Number (i.e. Flat 1)	Building Name (i.e. Crompton Court)	Street Name	Post Code	Case Number	Case ID	Meter Number
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	92			Watergate Close	BL5 3JJ	2099841	5003W00000I33jQQAR	C22LU174460
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	90			Watergate Close	BL5 3JJ	2099828	5003W00000I33jDQAR	C22LU174452
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	88			Watergate Close	BL5 3JJ	2099866	5003W00000I33jpQAB	C22LU174459
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	86			Watergate Close	BL5 3JJ	2046711	5003W00000I2puPQAR	C22LU174454
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	84			Watergate Close	BL5 3JJ	2099812	5003W00000I33ixQAB	C22LU174457
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	82			Watergate Close	BL5 3JJ	2099873	5003W00000I33jwQAB	C22LU174458
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	80			Watergate Close	BL5 3JJ	2099858	5003W00000I33jhQAB	C22LU174451
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	78			Watergate Close	BL5 3JJ	2046703	5003W00000I2puHQAR	C22LU174456
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	76			Watergate Close	BL5 3JJ	2099813	5003W00000I33iyQAB	C22LU174453
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	1			Watergate Close	BL5 3JJ	2099848	5003W00000I33jXQAR	C22LU174493
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	3			Watergate Close	BL5 3JJ	2099846	5003W00000I33jVQAR	C22LU174498
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	5			Watergate Close	BL5 3JJ	2099870	5003W00000I33jtQAB	C22LU174497
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	7			Watergate Close	BL5 3JJ	2099872	5003W00000I33jvQAB	C22LU174492
Knowsley Lane P1 & P2 Liverpool	PLOT, 14, PRIMROSE DRIVE SITE L36 1DB	SLO	Dom		15/08/2022	9			Watergate Close	BL5 3JJ	2099878	5003W00000I33k1QAB	C22LU174491

- Blue columns to be completed by UU, Green Columns to be completed by SLP
- Full clear information with dates that match your wiaps certificates
- Ensure meter serial numbers are correct format
- Returned weekly for larger SLP's this would be twice a week to Selflay@uuplc.co.uk unless you have been allocated a different mailbox*

Remember: every change on site i.e. to plot or postal address we need to be notified about to ensure the tracker is correct

Meter Location Policy

Meter installations on new build household premises will be required to be located either:

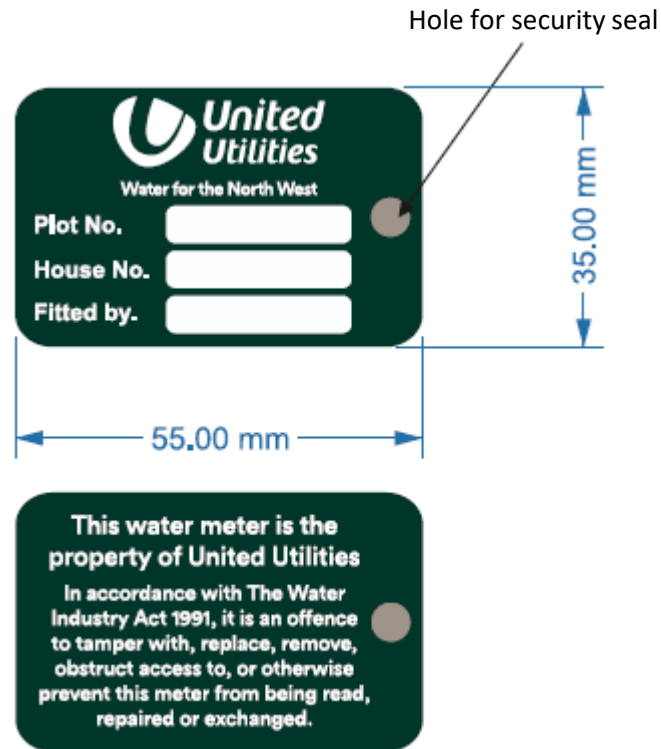
- Internally within the structure of the premises or individual unit (house, flat, apartment etc.);
- In a purpose built wall mounted meter box fixed on the structure of the property;
- In a purpose built in-wall meter box built into the structure of the property;
- In a purpose built plant room or meter housing area within the curtilage of the property (multi-occupancy premises).

All meter installations in the above locations will be AMR equipped and the final location remains as a choice for the Household Developer, there is no order of preference.

Only one water meter installation will be undertaken at each individual household premises.

Meters and Tags

Some great examples - Tagging supports the SLP if meters are report and then go missing on a site, and helps developers identify issues



Do not forget – no manifold, no external control box = no service connection.
Meters can ordered by emailing Selflay@uuplc.co.uk, please give us at least 2 weeks notice for tags

Common Problems with Meter Installations

Non compliant boundary box



Internal meter install poor practice



Misreporting of meters carries a charge of £99 per meter

Charging Scheme 2025/26

Supply and install standard 15 – 20 mm manifold meter: **£180.74**

Supply and install standard 15mm – 20mm in-line meter: **£180.74**

Non-notification charge: **£99.00** per connection

Site visit charge: **£146.06**

Important Email Addresses

Ordering additional tags – Selflay@uuplc.co.uk

Tracker mailbox – Selflay@uuplc.co.uk

General enquiries – Selflay@uuplc.co.uk

Thank you