



Guidance on Unmetered Electricity Connections

Prior to Installation

Any new street lighting (including illuminated signs, beacon units, bollard base lights etc.) installed within Birmingham will be subject to a period of warranty prior to formal adoption by the City Council. During this warranty period the City Council will not be

What is an Unmetered Supply and when can an unmetered connection be provided?

Adoption by the City Council

During the maintenance (warranty/defect liability) period prior to adoption the Council will not be responsible for the energy used by the new street lighting apparatus, and developers are required to make their own arrangements.

Upon formal adoption by the City Council, responsibility for the energy will transfer from the developer's inventory to the City Council; however, it will remain the responsibility of the developer to ensure that their own inventory is updated.

Electrical Connections / Disconnection Process (using WPD)

NO MPAN NUMBER SHALL BE USED FOR ANY WORU

2. **WPD** will send a quote to the Third Party which will include a *'Letter of Acceptance'* which will be required to be sent in to **WPD** should the quote be accepted.
3. Third party sends in completed *'Letter of Acceptance'* and payment to **WPD** (**MPAN** number is not required). **All** other information requested on the form must be completed.
4. Third party to send in form *'Notice of Completion of Unmetered Electrical Installation, Birmingham City Council (To be Completed by the Installer)'* and copy of completed *'Letter of Acceptance'* to the Council Project Officer who will forward it to the Highway Change Team in Street Services Division (SSD). **All** information, apart from *'SUPPLY NUMBER (MPAN CORE)'* requested on the form must be accurate and completed, including the SSD reference number (Section 278 scheme reference number provided by the Council Project Officer). **Please note** that information regarding equipment that is removed shall also be provided so that the inventory can be accurately updated.

Example of Notice of Completion of Unmetered Electrical Installation BCC:

5. The Highway Change Team will complete with relevant