



**STATEMENT OF BASIS OF CHARGES FOR
METERING POINT ADMINISTRATION SERVICES OFFERED BY
SCOTTISH HYDRO ELECTRIC POWER DISTRIBUTION PLC**

This statement is effective from 1st April 2009

Version 1.0

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**Index to the Statement of Basis of Charges for Metering Point Administration
Services offered by Scottish Hydro Electric Power Distribution plc**

Version Number	Description of Changes
V0.0	SHEPD – Statement of Basis of Charges for Metering Point Administration Services Indicative 2009-10
V1.0	SHEPD – Statement of Basis of Charges for Metering Point Administration Services Final 2009-10

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1. INTRODUCTION

1.1 This statement has been produced by Scottish Hydro Electric Power Distribution plc to inform electricity Suppliers of our Metering Point Administration Services (MPAS) charges. Condition 18 of our Distribution Licence requires us to produce a statement, in a form approved by Ofgem, describing the basis upon which the charges will be made and including a schedule of charges for MPAS. The terms and charges contained in this statement will be reviewed at least once a year. Charges shown are current at the time of publication, and are exclusive of VAT.

1.2 If you need to contact Scottish Hydro Electric Power Distribution plc on any aspect of this document please write to or telephone the Commercial Policy Manager at:

Scottish Hydro Electric Power Distribution plc
Inveralmond House
200 Dunkeld Road
Perth
PH1 3AQ
Telephone: 01738 456308

1.3 Electronic Copies of this statement are available, from the following website: www.ssepd.co.uk. Alternatively hard copies can be provided at a cost of £5.00 plus VAT, per copy.

2. ENTITLEMENT TO USE MPAS

2.1 The applicant will be required to be a signatory to the Master Registration Agreement (MRA) for the provision of registration services.

2.2 In accordance with Licence Condition 37, MPAS are provided under the Master Registration Agreement. Users should contact MRASCo if they wish to become a party to this agreement.

2.3 MRASCo has been established to manage accession to the MRA. Parties wishing to use these services should contact:

MRASCo Helpdesk on 020 7090 1029
Or electronically at www.mrasco.co.uk.

3. BASIS OF CHARGES FOR MPAS

- 3.1 Scottish Hydro Electric Power Distribution plc provides the MPAS for Metering Points within our Distribution Services Area, unless other distribution network operators operating in our area provide or procure their own MPAS Service to cover the Metering Points within their embedded network. As an MPAS provider, we maintain a register of technical and other data that is necessary to facilitate the supply of electricity, by an electricity Supplier to premises connected to our electricity distribution system. In addition, we amend the register to reflect any changes of Supplier registration at each premises. Scottish Hydro Electric Power Distribution plc provides this data to Suppliers and/or their agents, any person identified in the Balancing and Settlements Code and any person identified by the Master Registration Agreement as being entitled to receive such data.
- 3.2 Scottish Hydro Electric Power Distribution plc also provides an enquiry service, known as the “MPAS Helpdesk”, for any Customer or electricity Supplier and/or their agents. This provides data to the Customer and Supplier, in relation to the supply of electricity to the premises. The type of data held by the MPAS Helpdesk includes, amongst other things, the identity of the Supplier, the MPAN for each premises, the type of metering installed at the premises and a unique and accurate address for each premises.

The MPAS Helpdesk can be contacted on 0870 900 9690.

- 3.3 MPAS charges recover the costs associated with information technology and the resources required to provide this service and are recovered in our Use of System Charges (as advised within our Licence Condition 14 Statement). The additional MPAS activities as stated in Schedule 1, are charged on a transactional basis, at the request of the electricity Supplier, in accordance with Schedule 8 of the MRA.

Schedule 1 Charges for MPAS

SCOTTISH HYDRO ELECTRIC POWER DISTRIBUTION PLC

Transactional Charges for Metering Point Administration Services (MPAS) and Data Transfer Services: Effective from 1 April 2009

The charges detailed in this section are for the provision of transactional meter point administration and data transfer services.

	Charge
1 Provision of Contact Notice (per notice).	£ 18.70
2 Manual Amendment of Database (per event).	By Individual Agreement (see note)
3 Full Refresh (other than one per year through the Data Aggregator). Charge per refresh.	£ 627.25
4 Selective Refresh (per Supply Number).	£ 18.70
5 Resend, when an original transmission of data does reach the intended recipient's gateway (per resend).	£ 18.70
6 Rejections (per rejection).	£ 12.25
7 Report to Settlement System Administrator (per report).	£ 18.70
8 Report to relevant Elexon parties (per report).	£ 80.25
9 MPAS Investigations Reports (per report).	By Individual Agreement
10 Report to Data Aggregator detailing last file sequence number (per report).	£ 18.70

Note: Manual amendments of the MPAS database to correct retrospective errors made by Suppliers or their agents requires careful handling to ensure new errors are not introduced. The charges for this activity will depend on the number of data items to be changed and the number of parties whose agreement to the proposed change may be required.

4. GLOSSARY OF TERMS

4.1 The following definitions are included to aid understanding.

Balancing and Settlement Code or BSC	Balancing and Settlement Code, including all party service lines and BSC Procedures (as therein defined) made under it, established pursuant to the GB System Operator Licence.
Customer	A person whom a User proposes to supply, or for the time being supplies, electricity through an Exit Point, or from whom a User, or any Relevant Exempt Supplier, is entitled to recover charges, compensation or an account of profits in respect of electricity supplied through an Exit Point
Data Aggregator	Has the meaning given to that term in the Balancing and Settlement Code
Distribution Licence	The Electricity Distribution Licence granted, or treated as granted to SHEPD, pursuant to section 6 (1) of the Act
Elexon	The Balancing and Settlements Company
Master Registration Agreement or MRA	The Master Registration Agreement established pursuant to the distribution Licences of the DNO Parties.
Metering Points	The point, determined according to the principles and guidance given at Schedule 9 of the Master Registration Agreement, at which a supply to (export) or from (import) a Distribution System: (a) is or is intended to be measured; or (b) where metering equipment has been removed, was or was intended to be measured; or (c) in the case of an Unmetered Supply under the Unmetered Supplies Procedure, is deemed to be measured, where in each case such measurement is for the purposes of ascertaining the User's liabilities under the Balancing and Settlement Code.
MPAN	Meter Point Administration Number
MRASCo	Has the meaning given to that term in the Master Registration Agreement
Supply Number	Has the meaning given to that term in the Master Registration Agreement
Unmetered Supply	A supply of electricity the quantity of

	which SHEPD, through the issue of an Unmetered Supplies Certificate, has authorised not to be measured by physical measuring equipment.
Unmetered Supplies Certificate	A Certificate issued by SHEPD (at its sole discretion) to a Customer in accordance with the Unmetered Supplies Procedure which states the supply numbers, of the metering points by reference to which we have authorised the customer to receive Unmetered Supplies
Unmetered Supplies Procedure	Section S of the Balancing and Settlement Code and BSC Procedure BSCP 520 established under the Balancing and Settlement Code and any replacement or substitute BSC procedure from time to time in force
User	Is a Supplier, Generator or IDNO