

**METERING CODE OF PRACTICE(MCoP) CHARGING PRINCIPLES AND SCHEDULE OF CHARGES  
FOR THE PERIOD FROM 01 APRIL 2021**

**A. CHARGING PRINCIPLES**

1. The Schedule of Charges will be effective from 01 April 2021.
2. The Supply Point Administration Agreement (SPAA) Executive Committee (EC) shall approve and publish the Schedule of Charges.
3. Clauses 8 through 8.6 of Schedule 32 and Clause 7 of Schedule 40 of the SPAA describes the approach to charging in respect of MCoP activities. The key features are:
  - I. The SPAA EC shall approve, update and publish from time to time a Schedule of Charges.
  - II. Each charge included in the Schedule of Charges will be reasonably reflective of the costs which SPAA Ltd incurs (or is likely to incur) in respect of the relevant activity.
  - III. Where it is reasonably practical to do so, a fixed fee will be specified for each activity.
  - IV. While not an exhaustive list, the Schedule of Charges will contain charges for the following activities.
    1. a charge for initial assessment of Applicants, payable by all applicants and invoiced at the initiation of the process;
    2. a charge for audits, whereby AMIs must be audited within 1 year of registration and every 3 years thereafter, and MAMs have annual surveillance audit and reassessment in the 3<sup>rd</sup> year after registration;
    3. a charge for checking compliance with remedial plans; and

4. a charge for all appeals, whether upheld or unsuccessful, will be borne by the appealing party.

V. Payment of charges

1. Each MAM or AMI ('Meter Agent') or Applicant shall pay to SPAA Ltd the relevant charge set out in the Schedule of Charges for each of the relevant activities which occur (or are to occur) in relation to that Meter Agent (or Applicant).
2. Each such payment shall be made in accordance with the payment terms specified by SPAA Ltd, within 30 days of invoice date.

VI. A failure to pay a charge may result in:

1. SPAA Ltd (at its discretion) charging interest and/or administration charges at the same rates as apply under Clause 8 (Costs) of the main body of this Agreement;
2. the relevant activity to which the charge relates not being undertaken until payment is received in full together with any applicable interest or administration charges; and/or
3. the SPAA EC determining (at its discretion) that the Meter Agent's approval under the Scheme is to be suspended or withdrawn.

VII. Where a charge relates to a site or field visit by the Scheme Auditor, and the Meter Agent:

1. fails to carry out activities which are scheduled to be considered as part of the visit; or
2. notifies the Scheme Auditor that a visit can no longer take place less than 5 Working Days in advance of its scheduled date,

some or all of the charge relating to the visit (as determined by the Scheme Auditor) shall be payable even if the visit is not completed on the scheduled date (and a further fee shall be payable in respect of any rescheduled visit).

## **B. RECOVERY OF COSTS**

1. The costs incurred by SPAA Ltd on behalf of the SPAA in relation to the annual management of the Scheme Auditor contract and Adjudicator costs for consideration of suspensions or withdrawals shall be paid for by the Suppliers under and in accordance with Clause 8 (Costs) of the Supply Point Administration Agreement. All other costs will be borne by Meter Agents.
  
2. The costs to be recovered from the Meter Agent in the charges set out below are:
  - I. Scheme Auditor costs for each relevant activity;
  - II. Scheme Auditor costs for establishing the service;
  - III. Code Secretariat costs for each relevant activity;
  - IV. Code Secretariat costs for core service provision (excluding costs of annual management of the Scheme Auditor contract); and

### C. TABLE OF CHARGES

Option	Charge (excl VAT)	Payable By	Invoicing and Payment Criteria
<b>Approved Meter Installers</b> <ul style="list-style-type: none"> <li>Initial Assessment</li> </ul>	£3,309.99	All new applicants	At start of application process
<ul style="list-style-type: none"> <li>Audit</li> </ul>	£3826.99	All Registered AMIs	In advance in month 1 of quarter in which audit is scheduled
<b>Meter Asset Managers</b> <ul style="list-style-type: none"> <li>Initial Assessment</li> </ul>	£3,654.99	All new applicants	At start of application process
<ul style="list-style-type: none"> <li>Surveillance Visits</li> </ul>	£3309.99	All Registered MAMs	In advance in month 1 of quarter in which audit is scheduled
<ul style="list-style-type: none"> <li>Reassessments</li> </ul>	£4,171.99	All Registered MAMs	As above

<b>MAM Investigations</b> <ul style="list-style-type: none"> <li>• Responding Party found to be non-compliant</li> <li>• Responding Party found to be compliant</li> </ul>	Charge reflective of all costs incurred by SPAA Ltd from Scheme Auditors, and Code Secretariat.	Responding Party	In each month in which SPAA incurs any cost.
	As above	Reporting Party	As above.
<b>Charge for checking compliance with remedial plans</b>	Charge reflective of all costs incurred by SPAA Ltd from Scheme Auditor and Code Secretariat.	Applicable Meter Agent	In each month in which SPAA incurs any cost.

1. The costs incurred by SPAA Ltd on behalf of the SPAA in relation to the following will be paid for by the Suppliers under and in accordance with Clause 8 (Costs) of the Supply Point Administration Agreement. For the avoidance of doubt, none of the following costs are included in the charges shown above.
  - I. Annual management of the Scheme Auditor contract;
  - II. Code Secretariat costs for support of MAMCoP Board;
  - III. Any annual under or over recovery of costs arising from Schedule of Charges;
  - IV. Any bad debts arising from Schedule of Charges; and
  - V. Any other MAM or AMI costs not included here.