

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 grass and trees.

Meter Guidance for SLP's

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

Trackers – each SLP has their own tracker

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	Vyn Link	Case ID	Meter Number
PLOT, 1, LINGLEY MERE WARRINGTON WAS 3EQ	SLO	Dom		01/04/2026	1			LINGLEY MERE DRIVE	WA5 3LP	2093542	https://unitedutilities.vynapi.com/re5003W00000I325pQAB	5003W00000I325pQAB	H25YU123456
PLOT, 2, LINGLEY MERE WARRINGTON WAS 3EQ	SLO	Dom		01/04/2026	2			LINGLEY MERE DRIVE	WA5 3LP	2138153	https://unitedutilities.vynapi.com/re5003W00000I3DhRQAV	5003W00000I3DhRQAV	H25YU123456
PLOT, 3, LINGLEY MERE WARRINGTON WAS 3EQ	SLO	Dom		01/04/2026	3			LINGLEY MERE DRIVE	WA5 3LP	2138126	https://unitedutilities.vynapi.com/re5003W00000I3Dh0QAF	5003W00000I3Dh0QAF	H25YU123456
PLOT, 4, LINGLEY MERE WARRINGTON WAS 3EQ	SLO	Dom		01/04/2026	4			LINGLEY MERE DRIVE	WA5 3LP	2093646	https://unitedutilities.vynapi.com/re5003W00000I327VQAR	5003W00000I327VQAR	H25YU123456
PLOT, 5, LINGLEY MERE WARRINGTON WAS 3EQ	SLO	Dom		01/04/2026	5			LINGLEY MERE DRIVE	WA5 3LP	2138111	https://unitedutilities.vynapi.com/re5003W00000I3DgIQAF	5003W00000I3DgIQAF	H25YU123456
PLOT, 6, LINGLEY MERE WARRINGTON WAS 3EQ	SLO	Dom		01/04/2026	6			LINGLEY MERE DRIVE	WA5 3LP	2138167	https://unitedutilities.vynapi.com/re5003W00000I3DhfQAF	5003W00000I3DhfQAF	H25YU123456
PLOT, 7, LINGLEY MERE WARRINGTON WAS 3EQ	SLO	Dom		01/04/2026	7			LINGLEY MERE DRIVE	WA5 3LP	2093623	https://unitedutilities.vynapi.com/re5003W00000I3278QAB	5003W00000I3278QAB	H25YU123456
PLOT, 8, LINGLEY MERE WARRINGTON WAS 3EQ	SLO	Dom		01/04/2026	8			LINGLEY MERE DRIVE	WA5 3LP	2093575	https://unitedutilities.vynapi.com/re5003W00000I326MQAR	5003W00000I326MQAR	H25YU123456

- 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*
- Where you are opting to utilise the Vyn App - The Vyn Link for each plot can be found on the tracker. An updated tracker & connections report will be sent to you following submission.

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:

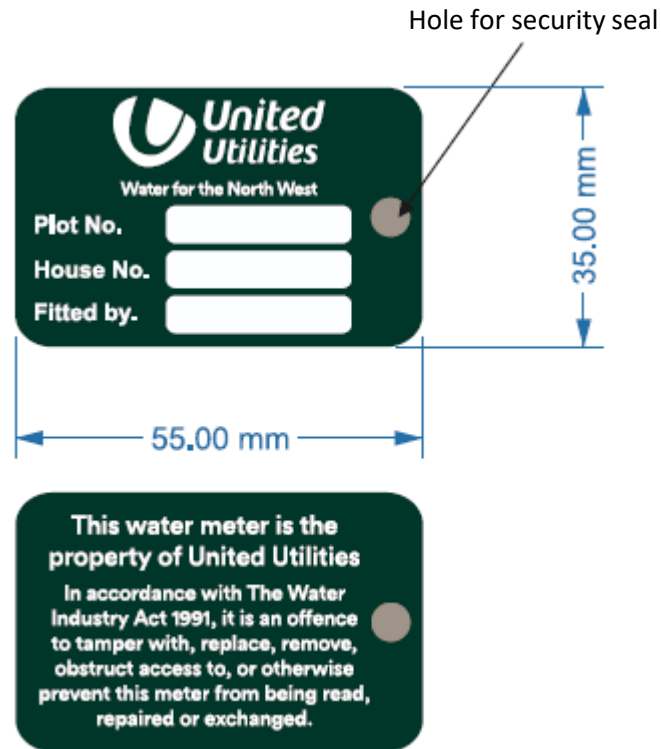
- Internally within the structure of the premises or individual unit (house, flat, apartment etc.);
- In a purpose built wall mounted meter box fixed on the structure of the property;
- In a purpose built in-wall meter box built into the structure of the property;
- In a purpose built plant room or meter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