Non-REC Owned energy market Data Specification changes: Code Manager Guidance

1. Purpose

This document sets out the process for applying changes to non-REC owned Data Items and Market Messages held in the Energy Market Data Specification (EMDS). It is for use by the Code Managers/Administrators of the following codes:

- The Retail Energy Code (REC)
- The Balancing and Settlement Code (BSC)
- The Distribution Connection and Use of System Agreement (DCUSA)
- The Smart Energy Code (SEC); and
- The Uniform Network Code (UNC); and iGT UNC

Whilst the use of the below process and principles should predominantly be used by the above Code Managers/ Administrators, the principles and processes are also relevant where non-REC owned changes to the EMDS will be required on other platforms (such as the Data Integration Platform (DIP)).

2. Progressing a Non-REC Owned energy market Data SPecIfication change

Step 1. Identify the Market Message/Data Item Owner

All changes to the EMDS must be progressed via the process defined under the relevant governing code. The separate, Industry facing, guidance document on Non-REC Owned Data Specification changes sets out how to identify the governing code. Email enquiries@recmanager.co.uk if you do not have a copy of this Industry facing document.

Step 2. Progress via Governing Code's Change Process

The Code Manager/Administrator that owns the data held in the EMDS should progress changes via that code's governance procedures, including agreeing the

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proposed implementation date. In so far as is possible, the principles set out in section 3 below should be applied for all EMDS changes.

Step 2a: Drafting the Legal Text

To edit an existing data item or market message, please contact technicalenquiries@recmanager.co.uk for a copy of the legal text in .doc format. Please note the legal text you will receive will be based upon the latest live baseline.

For new Data Items or Market Messages, use the template provided as Attachment A to define your new EMDS items. This form has been created so that no matter which industry code is leading an EMDS change, the format that it is presented to industry parties in is consistent. Note, if new Market Messages, or Data Items are added, the REC Code Manager will also assign appropriate legacy identifiers (e.g., Dxxxx and Jxxxx in the case of legacy Data Transfer Catalogue objects or DI-XXX in the case of Market Messages issued via the DIP) following approval of the change.

For assistance with drafting EMDS changes, email technicalenquiries@recmanager.co.uk for support from the REC Technical Design Authority team.

Step 2b: Populate Check List

For each change, you should populate the check list provided as Attachment B. This check list has been created to reduce the risk of errors occurring within the legal drafting and ensure that impacted organisations are correctly identified. Unlike standard legal text changes, where a typo can simply be fixed in a future housekeeping change, a typo to an EMDS change can prevent industry flows being sent. As such, it is crucial that EMDS changes are “right first time”.

For assistance with populating the form, email technicalenquiries@recmanager.co.uk for support from the REC Technical Design Authority team.

Step 2c: Cross Code Engagement

As per principle 7 below, the lead Code Manager/Administrator for the change must ensure that the Cross Codes Steering Group (CCSG) is made aware of the change to facilitate the identification of cross code impacts.

Note, please ensure that there is sufficient notice given to progress corresponding Change Proposal(s) under other codes, should there be any associated impacts.

Step 3: Pass Approved Changes to the REC Code Manager for Implementation

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Once an EMDS change has been approved, the Code Manager/Administrator that owns the items being amended should inform the REC Code Manager, so that the EMDS can be updated. The information should be provided by completing the form provided as Appendix B and emailing it to technicalenquiries@recmanager.co.uk.

The REC Code Manager will respond accordingly with notification of the change and provision of supplementary information. Information may include unique identifiers for new Market Messages, where appropriate.

Once the change has been approved via the code's governance process, the updated data will be incorporated into the relevant EMDS pre-release and subsequently made live on the release date.

Step 4: Align Communications

The REC Code Manager will issue a pre-release containing the EMDS changes, followed by a release on the approved release date. As per Principle 6 below, the REC Code Manager and lead Code should co-ordinate to ensure consistent communications to industry.

3. Data Specification Change principles

When progressing EMDS changes, Code Managers/Administrators shall adhere to the following principles in so far as reasonably possible:

Principle 1: Minimise ad-hoc releases: EMDS changes should be consistent with the three standard industry releases (February, June, November) where practicable.

Principle 2: Change approval (minimum lead time): there should be a minimum of six months between approval of an EMDS change (under the relevant code that owns the Market Message and/or Data Item) and its implementation, where practicable.

Principle 3: Pre-Release publication (minimum lead time): there should be a minimum of three months between the publication of the EMDS pre-release information (by the REC Code Manager) and implementation, where practicable.

Principle 4: Communication of changes: the Code Manager/Administrator[1] that owns the data being updated will be responsible for issuing communications to industry on EMDS changes, as part of its own change and release processes.

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Principle 5: Communication of releases and pre-releases: the REC Code Manager will issue communications to industry when a pre-release to the EMDS is available and when the release has gone live, additionally appropriate code bodies under which the change was approved will also trigger separate communications to industry.

Principle 6: Code Managers/Administrators will endeavour to co-ordinate communications: the Code Manager/Administrator that owns the Market Messages/Data Items being updated and the REC Code Manager will co-ordinate to ensure consistent communications.

Principle 7: Cross-code engagement: the lead Code Manager/Administrator for the change will ensure that the Cross Codes Steering Group (CCSG) is made aware of the change to facilitate the identification of cross code impacts. Note, all changes that impact on EMDS Data Items and Market Messages must be shared with CCSG due to the high potential for cross code impacts.

List of Attachments:

- Attachment A – Template for Energy Market Data Specification Changes (for use by Code Managers/Administrators[2])

- Attachment B – Energy Market Data Specification Check List (for use by Code Managers/Administrators[3]

[1] Under the UNC, the Central Data Service Provider (CDSP) is responsible for this activity, rather than the Code Administrator (Joint Office).

[2] As per above footnote

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