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Action:	**For Decision**

Revised SMETS1 Service Release Business Architecture Document Review Approach

1. Purpose

This paper sets out the updated high-level approach and plan for identifying and capturing the necessary changes to the Business Architecture Document (BAD) and supporting Business Architecture Model (BAM) that the SMETS1 (enrolment and adoption) Service Release will introduce.

The TABASC is requested to agree the revised review approach and the estimated resource requirements and agree to commence work in January 2019, with the intention of having the changes finalised in line with SMETS1 Initial Operating Capability (IOC) go live.

2. Review Approach and Resource Requirement

The expected activities to manage and plan updates to the BAD and BAM are set out in Table 1 counting back from when the SMETS1 IOC is expected to go live at the end of May 2019[1]. This includes the high-level steps and timescales that have been identified, along with any resource requirements from the SECAS Core team and the SECAS Community of Experts (CoE) that are needed. The SECAS Community of Experts (CoE) resource is indicated in **bold**.

The BAM changes follow the drafting of the BAD as the model will be updated to reflect the revised text in the BAD. The plan delivers the updated BAD before IOC go-live but the BAM may be finalised slightly after the IOC date/go-live date. This staggering of the completion of the BAD and BAM deliverables is in recognition of the additional time required to complete the model development that was required for Release 2.0. It also provides further opportunity to determine the value of maintaining the BAM before committing to expenditure.

Timeframe (all in 2019)	Activity	Resource	Effort (days)
4 January – 21 January	Review **BAD** and ***BAM*** against baselined/designated Technical Code Specifications and other SEC changes to identify impacted areas in light of the SMETS1 Service Release and report back to the TABASC and provide a Product Initiation Document (PID) for undertaking the updates.	SECAS Core **SECAS CoE**	4 **10**

[1] If this date subsequently changes, timescales may need to be adjusted.

Timeframe (all in 2019)	Activity	Resource	Effort (days)
24 January – 14 March	Draft Changes to the **BAD** to create a version of the Business Architecture Document containing the SMETS1 service Release content.	SECAS Core **SECAS CoE**	3 **30**
22 March – 19 April	Issue draft **BAD** changes to the Technical Architecture and Business Architecture Sub-Committee (TABASC), the Technical and Business Expert Community (TBEC) and make available to other interested SEC Parties for review (20 Working Days).	*n/a*	*20 Working Days*
23 April – 2 May	**BAD** updated following receipt of any review comments.	SECAS Core **SECAS CoE**	5 **3**
16 May	**BAD** presented to the TABASC for review and approval, subject to any feedback and actioning TABASC feedback.	SECAS Core	4
May 2019 (Release date minus 1 weeks)	**BAD**, reflecting SMETS1 Service Release content published alongside version 2.0.	SECAS Core	0.5
May 2019[2] (Release date)	On Release date, SEC Parties re-notified of new version of the **BAD**.	SECAS Core	0.5
8 April – 14 May	Prepare changes to ***BAM*** to reflect **BAD** updates, incorporating review comments from **BAD**.	*SECAS Core* ***SECAS CoE***	19 **13**
16 May	***BAM*** presented to the TABASC for review and approval, subject to any feedback and actioning TABASC feedback.	SECAS Core	3
End of May 2019	The ***BAM*** containing the changes in the new live Release is uplifted and provided in unrestricted format on the SEC Website.	SECAS Core **SECAS CoE**	1 **1**

Table 1 – Business Architecture Document and model review activities and resource requirements

The total estimated resource requirements are 97 Working Days effort, broken down as:

Activity	SECAS Core	SECAS CoE	Total
BAD	17	43	**60**
BAM	23	14	**37**
Total	**40**	**57**	**97**

Table 2 – Summarised resource requirements

Following the completion of the first activity to review the impacts of the SMETS1 Service Release on the Business Architecture Document, the subsequent estimated resource requirements may need to be revisited and adjusted based on the extent of the impacts. Any adjustments to the resource

[2] This is based on the current plan that the SMETS1 Service functionality will go-live in late May 2019

requirements will be captured within the wider SMETS1 Service Release BAD changes Project Initiation Document (PID) that will be brought to the January 2019 TABASC meeting.

3. Cost

The estimated total effort is **97 Working Days effort**, comprising 43 *CoE* and *17 SECAS Core* Working Days effort. The cost is expected to be approximately £101,140 based on the activities and effort set out above.

The cost for BAD activities undertaken in Q4 2018 Financial Year is expected to be approximately £55,952, which has already been accounted for as part of this year's budget. The remaining BAD and BAM activities are expected to be approximately £45,188, which is in line with the current draft SEC Panel 2019/20 budget proposal of £75,000 for the BAD and TAD SMETS1 updates.

4. Value in Maintaining BAD, BAM and TAD

The prescribed duties and powers of the TABASC are set out in SEC Section F1.4 – F1.5, which includes the activity to develop and thereafter maintain the BAD and TAD and arrange for them to be published on the SEC Website.

The TABASC has overseen the development, approval and publication of two version of the BAD (the original version and the Release 2.0 version) and one version of the TAD (the Release 2.0 version).

Having completed these activities now on a few occasions, it is prudent to assess the usefulness of the TAD and BAD to SEC Parties. This will then inform the extent and frequency in which the TAD and BAD is maintained by the TABASC, to ensure the maintenance of them remains an efficient and effective activity.

To support these considerations the following data, indicating the number of downloads, up to 6 December 2018, of the different versions of the published BAD and TAD from the SEC Website are provided[3].

BAD/TAD version	Publication Date	Number of downloads recorded on 8 November 2018	Number of downloads recorded on 6 December 2018
BAD v1.1	28/11/2017	359	376
BAD v2.0	04/10/2018	21	49
TAD v1.1	28/11/2017	307	324
TAD v2.0	14/06/2018	115	135

Table 3 – Number of downloads of the versions of the BAD and TAD from the SEC Website

The accompanying BAM which sets out the applicable process areas in business process model form does not have analytics indicating the level of access/number of downloads. This is due to the link on the SEC Website directing users to the separate BAM portal required to host the model which cannot capture analytics.

[3] This data is taken from the new SEC Website which went live in later stages of 2017

The TABASC is asked to consider the value in continuing to maintain the BAD, TAD and BAM on a release by release basis. To aid discussions, the following non-exhaustive options are provided below:

- Option 1 – Continue to update the BAD, BAM and TAD with each major release (*no change to current maintenance approach*); or
- Option 2 – Continue to update the BAD and TAD with each major release but do not commence updates until further data is obtained from SEC Parties on the usefulness of the existing versions of the BAM (*stop all changes until further analysis is completed*).

5. Recommendations

The TABASC is requested to:

- **AGREE** the revised review approach and the estimated resource requirements; and
- **CONSIDER** the ongoing review and maintenance approach of the BAD, TAD and BAM.

Kayla Reinhart

SECAS Team

6 December 2018