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Action:	For Discussion

Draft TABASC Work Package April – June 2019

1. Purpose

This paper provides the Technical Architecture and Business Architecture Sub-Committee (TABASC) with an overview of the activities and associated resource requirements for the SECAS core team and project resource for the period 1 April – 30 June 2019. The estimates provided are a prudent provision based on the current status of activities and information currently available. Resource requirements are therefore subject to change dependent on activity levels.

The TABASC is requested to review and recommend the Work Package.

2. SECAS Core Team

2.1 Activities

Table 1 below provides, at budget driver level, a breakdown of the SECAS core team activities planned for the work package period in relation to the TABASC. Details on the activities delivered in each month and progress against the SECCo budget will be reported in the Operations and Management Reports, provided to the SEC Panel and SECCo Board respectively on a monthly basis.

Budget Driver	Activities
Technical Operations; Technical Architecture and Business Architecture Sub- Committee	<ul style="list-style-type: none"> Paper development and review, meeting attendance, secretariat and other post meeting activities for three TABASC meetings. Liaison with TABASC Chair between meetings on content of meetings, outstanding actions, and documentation. Liaison with SECAS Community of Technical Experts, managing resource requirements and activities to be undertaken. Providing the Panel with monthly updates on the activities undertaken by the TABASC. Monitoring of Modification Proposals and reporting to the TABASC on progression of Modification Proposals and any impact. Changes to Code Specifications co-ordinated through TABASC. Undertaking work to retire the Design Notes, while ensuring the content is reflected in other formal documentation such as the BAD and TAD. Provide evidence and seek feedback from the TABASC.

Budget Driver	Activities
	<ul style="list-style-type: none"> Undertaking review of the effectiveness of the End-to-End Technical Architecture, Business Architecture and HAN Requirements via a Technical Effectiveness Review Questionnaire and reporting to the Panel on the outcome. Maintenance of risk register and risk mitigation plans and providing input into Panel risk register where required. Providing the TABASC and the Panel with any other support required throughout the period in relation to the technical aspects of the SEC. Review of the duties and powers prescribed in the TABASC Terms of Reference. Maintenance of the Central Products List, including managing the submission process.

Table 1: Planned SECAS Core Team Activities

2.2 Resources

The delivery of the activities detailed in Table 1 are supported by the members of the SECAS core team. Table 2 below provides a breakdown of resource grade and estimated number of days effort, based on the activities set out above.

Resource Grade	Days Effort
Principal Consultant	• 30
Senior Consultant	• 20
Consultant	• 45
Analyst	• 30

Table 2: SECAS Core Team Resource

The above resource equates to approximately £105,000.

3. TABASC Projects April – June 2019

In addition to the core activities outlined above, the following projects listed in Table 3 have been identified for April – June 2019. These will progress, subject to the recommendation by the TABASC and approval of the SEC Panel.

Project	Total Project Budget Proposed	Q1 (Apr - Jun 2019) Expenditure
SMETS1 BAD & TAD updates	£75K	£75K
CPL Database	£0	TBC

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Table 3: TABASC Projects

Each project is outlined below and includes a breakdown of resource grade and estimated number of days' effort, based on the activities and current run rate.

3.1 SMETS1 Services Release BAD and TAD

Work to update the Business Architecture Document (BAD) and Technical Architecture Document (TAD) to include SMETS1 Services Release content is underway. The intention is to finalise the documents in parallel with SMETS1 Initial Operating Capability (IOC), which is expected to go live at the end of May 2019.

The remaining BAD & TAD update activities are expected to cost approximately £54k and £20k respectively, which falls within the SEC Panel FY 2019/20 combined BAD and TAD SMETS1 updates budget of £75k. This includes funds to update the Business Architecture Model, which is scheduled to take place in April – May 2019, however, subject to the TABASC approval, may be removed from scope.

Resource Grade	Days Effort
Principal Consultant	• 22
Consultant	• 16
Senior Analyst	• 23

Table 4: Q1 SECAS Project Resources

3.2 CPL Database

A Project Brief will be provided in March 2019, to facilitate the TABASC making a recommendation to proceed with the CPL Database project. The project brief will include details on scope, project cost, resource and any third-party arrangements.

4. Recommendations

The TABASC is requested to **RECOMMEND** the Work Package for SEC Panel/SECCo Board approval.

Kayla Reinhart

SECAS Team

14 February 2019

