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<b>Paper Reference:</b>	<b>TABASC_39_2102_11</b>
<b>Action:</b>	<b>For Information</b>

## SMETS1 Business Architecture Document Project Update – January 2019

### 1. Purpose

This monthly update covers the activities undertaken in January 2019 in support of the SMETS1 Services Release Business Architecture Document (BAD) update project. The report includes a high-level dashboard setting out project status and high-level risks; an update on resource use and expenditure to date; an Activity Tracker in Appendix A and a Project Plan set out in Appendix B.

The TABASC is requested to note the update.

### 2. Dashboard

#### 2.1 Project Status

Delivery Area	Commentary	Status
Business Architecture Document (BAD)	<p>The development of the BAD to date continues to be delivered to time and budget, with the focus of work in December being on the analysis of the impacts of SMETS1 on the BAD.</p> <p>Therefore, the status is Green for overall project out-turn.</p>	<b>GREEN</b>

*Table 1 – SMETS1 Services Release Business Architecture Document Updates  
Project Status*

## 2.2 High Level Project Risks

Risk ref.	Risk Description	Likelihood (1-5)	Impact (1-5)	Severity	Mitigation ( <i>Planned actions in italics</i> )	RAG Status
1	The resource estimate and therefore project cost is an underestimate/overestimate and therefore impacting on the project budget.	2	4	8	<ul style="list-style-type: none"> <li>A resource schedule will be put in place based on the project plan.</li> <li>Monthly reporting in place to the TABASC on effort and associated costs.</li> </ul>	GREEN
2	The required expertise to undertake the initial reviews of the document through the TBEC is not available or do not have the required expertise impacting on the quality of the document.	2	3	6	<ul style="list-style-type: none"> <li>The industry representatives available through the TBEC will be supplemented by seeking input from SEC Parties and other interested parties.</li> </ul>	GREEN
3	The additional changes arise during the drafting of the new BAD version that increases resource or time requirements on drafting and preparing the necessary update to it.	2	4	8	<ul style="list-style-type: none"> <li>The impact will be assessed and the TABASC informed of the impact and associated resource impacts to ensure the resource requirements remain reflective for the project.</li> <li>Monthly reporting in place to the TABASC on effort and associated costs.</li> <li>Regular internal monitoring with escalation route to the TABASC Chair, if required.</li> </ul>	GREEN
4	There is a risk that there is little benefit, beyond that provided by the BAD, of updating the BAM.	2	4	8	<ul style="list-style-type: none"> <li>If there is no benefit of updating the BAM this will be descoped, upon TABASC's agreement.</li> </ul>	GREEN
5	Some aspects of the SMETS1 solution (e.g. Dual Control Organisation) are not clearly specified in publicly-available	4	3	12	<ul style="list-style-type: none"> <li>SECAS will determine whether these limitations relate to the timing of availability of documents.</li> </ul>	AMBER

Risk ref.	Risk Description	Likelihood (1-5)	Impact (1-5)	Severity	Mitigation ( <i>Planned actions in italics</i> )	RAG Status
	documents, potentially for security reasons.				<ul style="list-style-type: none"> <li>The BAD will only capture the Business Architecture to the degree possible using publicly-available documents.</li> </ul>	
6	That revising the document identifies errors or omissions from previous drafting	2	2	4	<ul style="list-style-type: none"> <li>The revisions for SMETS1 updates will address other issues identified as long as project timescales and funding is not compromised.</li> </ul>	GREEN

**Table 2 – High Level Business Architecture Project Risks**

### 3. January 2019 Update

#### 3.1 Key Activities

The following section gives an overview of the activities undertaken in January 2019:

##### BAD Development Update

- The analysis on the impacts of the SMETS1 Services Release content on the BAD was mainly undertaken in 2018. In January 2019, the analysis was reviewed and finalised to enable drafting of the updates to be finalised in mid-March 2019.
- The BAD Project Initiating Plan was developed for TABASC approval.

##### BAM Development Update

- SECAS has drafted a paper on potential benefits and activities required to determine if updating the Business Architecture Model (BAM) delivers value. The paper TABASC\_39\_2102\_13 – BAM Usage sets this out for TABASC.

#### 3.2 Costs

Table 3 outlines the actual days' effort for January 2019 against the budgeted amounts. Amounts have been rounded to protect the commercial nature of the information, which is monitored by the SECCo Board on a monthly and quarterly basis in relation to work-packages.

The total BAD project cost is expected to be approximately £114k based on the activities and effort set out in Appendix A. Expenditure to date is approximately £30k and to the end of March 2019 (when the revised BAD will be drafted) is anticipated to be £60k. This will be covered by 2018/19 budget. The remaining BAD and BAM activities required to be undertaken in Q1 2019/20, is expected to be approximately £54k. Updates to the BAM, approval for which will be sought at a later TABASC meeting, will cost approximately £11k.

Expenditure from January 2019 to date is £2,600 against a total combined project budget of £75k for the BAD and TAD SMETS1 updates.

Resource	Anticipated Days Effort – Full Project	Project to Date – Effort <sup>1</sup>	Anticipated Days Effort – Month	Actual Days Effort
SECAS CoE	67	5.5	10	1.5
SECAS Core	40	11	4	1
<b>Total</b>	<b>107</b>	<b>16.5</b>	<b>14</b>	<b>2.5</b>

**Table 3 – Actual Effort Against Budget**

The project effort to date was lower than anticipated as Milestone 1<sup>2</sup> was undertaken previously as this exercise was planned for 2018 but deferred to align with the delays to SMETS1 Release.

<sup>1</sup> Project to date effort days includes effort days delivered in January 2019 to achieve Milestone 1 utilising the 2018 project budget.

<sup>2</sup> Review BAD 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.

#### **4. Recommendations**

The TABASC is requested to **NOTE** the contents of this paper.

**Kayla Reinhart**

**SECAS Team**

**14 February 2019**

## Appendix A – Activity Tracker

Milestone (2019)	Activity	Resource	Effort (working days)	Current Status
Milestone 1: 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 <b>SECAS CoE</b>	4  <b>10</b>	Completed – presented at the February 2019 TABASC meeting
Milestone 2: 24 January - 14 March	Draft changes to create a version of the BAD containing the SMETS1 Services Release content.	SECAS Core <b>SECAS CoE</b>	3  <b>30</b>	In progress – scheduled to be presented at the March 2019 TABASC meeting
Milestone 3: 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).	<i>n/a</i>	<i>20 Working Days</i>	Up and Coming
Milestone 4: 23 April - 2 May	BAD updated following receipt of any review comments.	SECAS Core <b>SECAS CoE</b>	5  <b>3</b>	Up and Coming
Milestone 5: 16 May	BAD presented to the TABASC for review and approval, subject to any feedback.	SECAS Core	4	Up and Coming
Milestone 6: May 2019	BAD reflecting SMETS1 Services Release published alongside version 2.0.	SECAS Core	0.5	Up and Coming

Milestone (2019)	Activity	Resource	Effort (working days)	Current Status
(Release date minus 1 week)				
Milestone 7: May 2019 <sup>3</sup> (Release date)	On SMETS1 Services Release date, SEC Parties notified of new live version being in effect.	SECAS Core	0.5	Up and Coming
Milestone 8: 8 April - 14 May	Subject to the TABASC decision, prepare changes to <b>BAM</b> to reflect BAD updates, incorporating review comments from BAD.	SECAS Core <b>SECAS CoE</b>	19  13	Pending – subject to TABASC approval
Milestone 9: 16 May	<b>BAM</b> presented to the TABASC for review and approval, subject to any feedback and actioning TABASC feedback.	SECAS Core	3	Pending – subject to TABASC approval
Milestone 10: End of May 2019	The <b>BAM</b> containing the changes in the new live Release is uplifted and provided in unrestricted format on the SEC Website.	SECAS Core <b>SECAS CoE</b>	1  1	Pending – subject to TABASC approval

<sup>3</sup> This is based on the current plan that the SMETS1 Service functionality will go-live in late May 2019

## Appendix B - Project Plan

		2018								2019																						
Project Milestone	Activity	31/12/2018	07/01/2019	14/01/2019	21/01/2019	28/01/2019	04/02/2019	11/02/2019	18/02/2019	25/02/2019	04/03/2019	11/03/2019	18/03/2019	25/03/2019	01/04/2019	08/04/2019	15/04/2019	22/04/2019	29/04/2019	06/05/2019	13/05/2019	20/05/2019	27/05/2019	03/06/2019	10/06/2019	17/06/2019	24/06/2019	01/07/2019	08/07/2019	15/07/2019	22/07/2019	29/07/2019
	1 Planning and analysis of impacts																															
	2 Draft changes to BAD																															
	3 BAD Review																															
	BAD Review Workshop (if required)																															
	4 BAD - Post review - rework/updates																															
	5 Final BAD Delivery and Sign off (TABASC)																															
	6 Post sign off BAD updates (if required)																															
	Publish SMETS1 Services Release BAD																															
	7 On Release date, notify SEC Parties of the new live BAD v3.0																															
	8 Prepare changes to BAM to reflect BAD updates																															
	9 BAM presented to the TABASC for review and approval																															
	10 Publish and notify SEC Parties and other interested parties																															