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Action:	For Information

SMETS1 Business Architecture Document Project Update – February 2019

1. Purpose

This monthly update covers the activities undertaken in February 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 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 focus of the work in February has been drafting changes to create a version of the BAD containing the SMETS1 Service Release content.</p> <p>The development of drafting the changes to the BAD to date is progressing slower than anticipated.</p> <p>Therefore, the status is Amber for overall project out-turn.</p>	AMBER

Table 1 – SMETS1 BAD Project Status

3. February 2019 Update

3.1 Key Activities

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

BAD Development Update

- Drafting changes to create a version of the BAD containing the SMETS1 Service Release content.

BAM Development Update

- Business Architecture Model (BAM) activities are not due to commence until April 2019, once the draft changes to the BAD have been completed.

3.2 Costs

Table 2 outlines the actual days' effort for February 2019 against the anticipated 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.

Expenditure in February 2019 is £7,426. Cumulative spend on project to date is £24,900, which is covered under Q4 2018 budget.

Resource	Anticipated Days Effort – Full Project	Actual days to the end of Feb	Forecast days Feb	Total days actual up to Jan	Actual days in Feb	% of anticipated days utilised
SECAS CoE	67	12	27	7	5	18
SECAS Core	40	13	16	12	1	34
Total	107	25	43	19	6	24

Table 2 – Actual Effort against anticipated

3.3 Current Project Risks & Justification

Expenditure risks:

- SECAS currently estimates that expenditure will undershoot budget:
 - In January, it was reported that the required effort was less than anticipated for the Impact Assessment on the BAD and therefore we had come under budget for this activity. This reduced effort will lead to funds not being called upon.
 - SECAS also considers that this is the case for the activity to draft changes to the BAD, which was due to finalise in March.

Delivery to time risks:

- There has been a slower ramp up to drafting the changes than anticipated, which explains the lower days effort in February; however, this activity is in progress and is well underway and most of the lost time has been recovered in March.
- Although the changes have not been issued for review, the document is on track to be issued without impacting the revision following review (milestone 4) or delaying the publication date (milestone 7).

4. Recommendations

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

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SECAS Team

14 March 2019

Appendix A – Activity Tracker

Milestone (2019)	Activity	Resource	Effort (working days)	BRAG 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 SECAS CoE	4 10	COMPLETE
Milestone 2: 24 January - 14 March	Draft changes to create a version of the BAD containing the SMETS1 Services Release content.	SECAS Core SECAS CoE	3 30	RED
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>	AMBER
Milestone 4: 23 April - 2 May	BAD updated following receipt of any review comments.	SECAS Core SECAS CoE	5 3	GREEN
Milestone 5: 16 May	BAD presented to the TABASC for review and approval, subject to any feedback.	SECAS Core	4	GREEN
Milestone 6: May 2019 (Release date minus 1 week)	BAD reflecting SMETS1 Services Release published alongside version 2.0.	SECAS Core	0.5	GREEN

Milestone (2019)	Activity	Resource	Effort (working days)	BRAG Status
Milestone 7: May 2019 ¹ (Release date)	On SMETS1 Services Release date, SEC Parties notified of new live version being in effect.	SECAS Core	0.5	GREEN
Milestone 8: 8 April - 14 May	Prepare changes to BAM to reflect BAD updates, incorporating review comments from BAD.	SECAS Core SECAS CoE	19 13	GREEN
Milestone 9: 16 May	BAM presented to the TABASC for review and approval, subject to any feedback and actioning TABASC feedback.	SECAS Core	3	GREEN
Milestone 10: 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	GREEN

¹ 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 of																															