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Action:	For Information

TABASC Activity Planner

1. Purpose

In order for the Technical Architecture and Business Architecture Sub-Committee (TABASC) to manage their duties, time, and required expert support, the Activity Planner has been provided as Annex A for discussion and comment.

2. Delivery Confidence Definition

Colour	Criteria Description
Complete	Activity or product has been completed
Green	Successful delivery of the activity to time, cost and quality appears highly likely and there are no major outstanding issues that at this stage appear to threaten delivery significantly
Amber	Successful delivery appears feasible but significant issues already exist requiring management attention. These appear resolvable at this stage and if addressed promptly, should not present a cost/schedule overrun
Red	Successful delivery of the activity appears to be not achievable by current planned date. There are major issues on activity definition, schedule, budget required, quality or benefits delivery. The activity may need re-baselining and/or overall viability re-assessed
Ongoing	Activity is ongoing and should be regularly monitored
N/A	Activity was closed as it was no longer applicable
Not Started	Activity is yet to commence

3. Amendments

The amendments made to the Activity Planner for August 2019 include:

- **Activity 7:** 'Maintaining the Business Architecture Document and arranging for publication on the SEC Website'
 - Updated the RAG status of the final milestones, as per the BAD & TAD report to be presented to TABASC under agenda item 2.
- **Activity 8:** 'Development of quarterly Work Packages to present to the SECCo Board'
 - Updated the RAG status as the Q3 2019 Quarterly Work Package will be presented to TABASC under agenda item 18.
- **Activity 10:** 'TABASC Scheduled Elections'
 - Updated the RAG status as per the TABASC member elections paper, to be presented to TABASC under agenda item 17.
- **Activity 11:** 'CPL Enhancements Project'
 - Updated the RAG status as per the CPL Enhancements Project August highlight report, to be presented to TABASC under agenda item 3.

4. Recommendations

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

Rebecca Jones

SECAS Team

12 September 2019

