

Deviation from Standards

1. Purpose

Sydney Water requires that assets are created, modified and protected from adverse impacts in accordance with requirements nominated in relevant standards set by Sydney Water.

This procedure outlines the tasks required to gain approval to deviate from such requirements, when an innovation is identified to benefit Sydney Water.

2. Scope

This procedure applies to all staff, agency hire and contractors that propose to deviate from requirements nominated in Sydney Water asset and engineering standards.

3. Minimum requirements

A request for deviation must be submitted to the Standard Author for approval.

The request must include the following:

- Justification of why the deviation is required.
- A risk assessment demonstrating residual risks are acceptable.
- An options assessment demonstrating why the proposed alternative is considered the best option.
- Details of stakeholder engagement.

4. Procedure in detail

Sydney Water recognises that it may not always be reasonably practicable to comply fully with its requirements set out in Standards.

In some instances, better outcomes (e.g. safety, cost, environmental, community etc) can be achieved through innovative alternatives, even when compliance is reasonably practicable to achieve.

These situations require prior approval of the deviation from Sydney Water requirements.

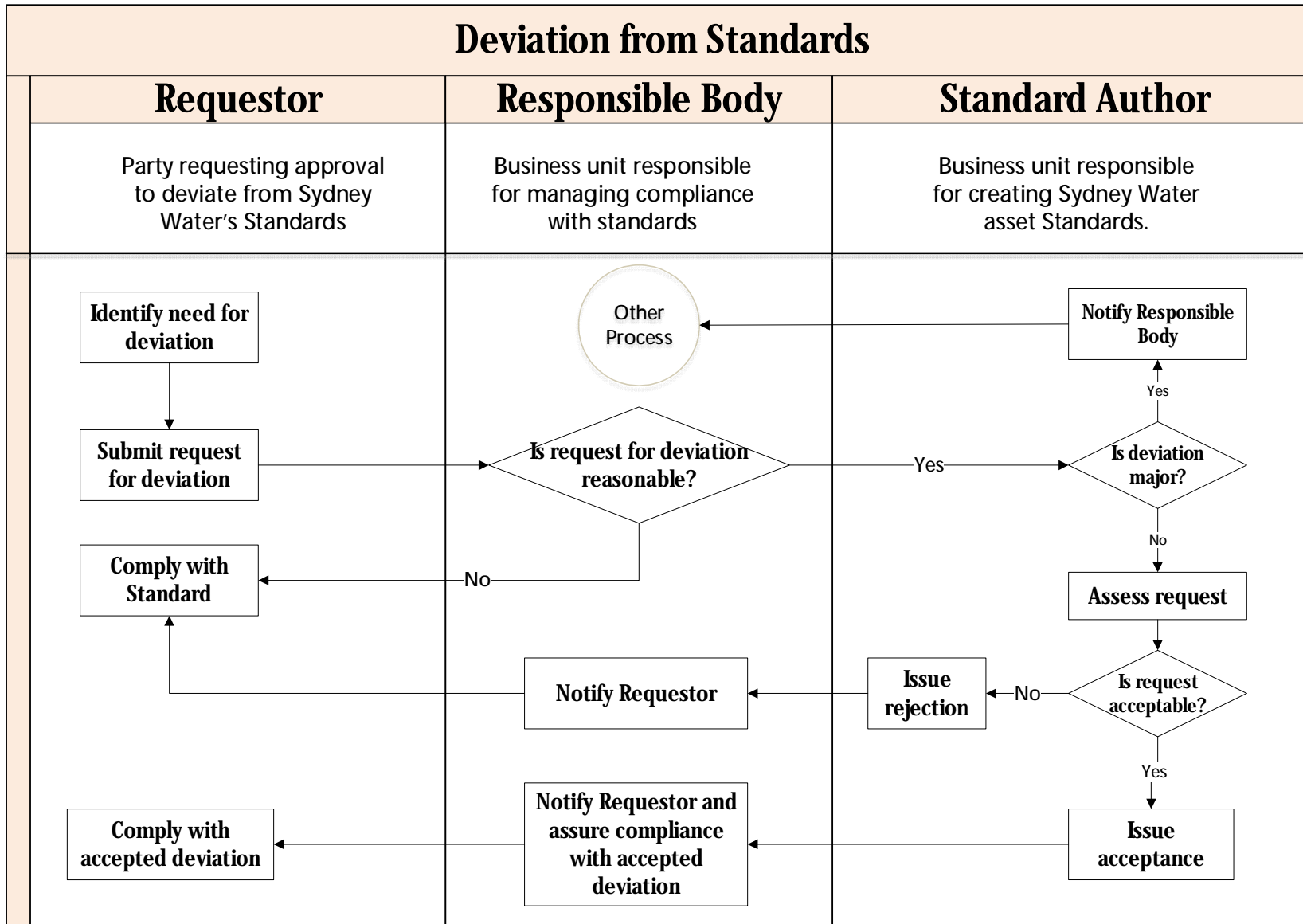
A request for deviation must be submitted to the Standard Author for approval, via the Responsible Body.

The request must include the following:

1. Justification of why the requirement(s) nominated in the standard is not reasonably practicable to comply with, or why the proposed design solution provides equal or better outcomes, including safety.
2. A risk assessment prepared by a competent person that demonstrates the residual risk associated with the non-compliance is mitigated. The risk assessment shall be of a level commensurate with the level of risk.
3. An options assessment that describes the various options identified, the associated risks and costs (total life cycle), and why the proposed alternative is considered the best option.
4. Details of stakeholder engagement, including endorsement by identified key stakeholders

Approval of the deviation by Sydney Water will not be construed as relieving the Requestor of their responsibilities. Responsibility for outcomes of the deviation remains with the Requestor.

4.1 Process overview



4.2 Submission by Requestor

Requests shall be submitted in the following format. Attach any supporting documentation as necessary.

Deviation from standards	
Project	<i>Project title and description</i>
Standard	<i>Nominate relevant standard and section intended for deviation</i>
Justification	<i>Justification of why the deviation is required</i>
Risk assessment	<i>A risk assessment demonstrating residual risks are acceptable</i>
Options assessment	<i>An options assessment demonstrating why the proposed alternative is considered the best option</i>
Stakeholder engagement	<i>Details of stakeholder engagement</i>

4.3 Task details

Task details	Responsibility	References
1. Submit request for deviation		
a Identify need for deviation, including assessment of risks and benefits to Sydney Water associated with the deviation	Requestor	
b Submit request for deviation to Responsible Body	Requestor	
2. Review and assess request		
a Preliminary review of request to determine if reasonable and warrants issue to the Standard Author	Responsible Body	
b Formal review and assessment of request	Standard Author	
c Approve or reject request and notify Responsible Body of assessment outcome	Standard Author	
e Notify Requestor of assessment outcome	Responsible Body	
3. Implementation		
a Implement approved deviation or comply with standard	Requestor	

5. Definitions

Term	Definition	Source
Standards	Standards include WSAA Codes (SW Editions), Specifications, Procedures or any other documents that set out requirements	Sydney Water
Requestor	Party requesting approval to deviate from Sydney Water's Standards	Sydney Water
Responsible Body	Business unit responsible for managing compliance with standards	Sydney Water
Standard Author	Person responsible for content of the standard	Sydney Water
Competent person	Person with appropriate qualifications, knowledge, skills and experience to carry out required tasks successfully	Sydney Water

6. Context

6.1 Accountabilities

Position	Accountabilities
Urban Design & Engineering (UD&E)	<ul style="list-style-type: none"> Management of Deviations from Standards Procedure
Standard Author	<ul style="list-style-type: none"> Approve or reject request for deviation
All staff, agency hire and contractors	<ul style="list-style-type: none"> Comply with requirements in this Procedure

6.2 Training and competencies

Position	Training or competency
Requestor	Competency in application of standards to the specific elements included in deviation request, as specified in Engineering Competency Standard
Responsible Body	Knowledge and understanding of requirements nominated in Standards

6.3 References

Document type	Title
Compliance obligations	N/A
Policies and procedures	Asset Creation Policy
Other documents	Sydney Water Engineering Competency Standard

7. Ownership

Role	Title
Group	Liveable City Solutions
Owner	Manager, Urban Design & Engineering
Author	Robert Loncar, Lead Engineer - Civil

7.1 Change history

Version	Issue Date	Approved by	Brief description of change and consultation
1	15/06/2020	Steve Keevil Jones	New document