



Standards Alert

Safety in Design Procedure (D0000653 – Version 3) is now available.

The Safety in Design Procedure ensures robust methods of risk management are implemented through the design process whenever Sydney Water assets are created or modified.

Why has the specification been updated?

An audit identified improvement opportunities with the safety in design procedure. The audit findings are below:

1. Workshop facilitators are not independent of design team.
 2. A Safe Design report is regularly not produced for projects.
 3. Project records retention requires improvement.
 4. Financial quantification of risk and threshold for “grossly disproportionate” need to be set.
 5. Effectiveness of control measures is not always being evaluated.
 6. Safety in Design activities are not being performed on smaller projects.
- Requirement to record hazards, actions taken, and risk controls during design, construction and commissioning in a Safety in Design Register clarified. (Finding 5)
 - Process simplified to allow flexibility in scheduling activities earlier in the design phase and application for smaller projects. (Finding 6)
 - Included requirement to verify and validate that safety actions have been implemented and are working. (Finding 5)
 - Requirement to reassess risk and controls where designs change during design reviews.
 - Requirement for stakeholder consultation on actioning and closing out safety actions before project completion.

What has changed from the previous version?

Clarifications to address the audit findings and to make the requirements more practical and easier for users to understand. Key changes include:

- Workshop facilitator requirements clarified. (Finding 1)
- Requirements for provision and content of Safe Design reports clarified. (Finding 2, Finding 6)
- Retention requirements for all safety related documents clarified. (Finding 3)
- Definition of Reasonably Practicable and how it is determined included. (Finding 4)
- Cost considerations to determine Reasonably Practicable explained. (Finding 4)

How do these changes impact users and what are the key benefits?

The key benefits that result from the changes are:

- All relevant safety requirements are considered and addressed during the design phases of a project.
- Legislative requirements for safety in design are met.
- Safety risks and chance of worker injury are reduced.
- Safety risks are consistently identified and mitigated during design so far as is reasonably practicable.
- Retention and accessibility of safety records aligns with corporate and legislative requirements.
- These changes do not add additional time or cost to projects.

When do these changes become effective?

- The updated specification applies to new design projects commencing from now onwards. There is no requirement to apply the updated specification retrospectively to existing projects.
- There are opportunities for early adoption to take advantage of the benefits outlined above particularly as they apply to safety. The decision to adopt requirements of the new Specification for existing projects is at the discretion of the Project Manager (or equivalent role that has authority to act on behalf of Sydney Water). The Project Manager must also consider any contractual obligations.

Where can I find the new version?

The guideline is available on

- [iConnect](#) (for SW staff),
- [SWDelivery Portal](#) (for SW contractors), and
- [Sydney Water website](#) (for developers, WSCs and other external users)

How can I provide feedback?

If you have any feedback, please email standards@sydneywater.com.au.

