

## Proposal Form - Standards Development Projects

Version: 3.9  
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This form is to be completed for proposals to initiate projects to produce Australian or Australian/New Zealand Standards or other documents published by Standards Australia. This includes significantly modified adoptions of International Standards. If the proposal includes new or revised joint Australian/New Zealand Standards, Standards Australia will contact Standards New Zealand to ensure appropriate consultation with New Zealand stakeholders. For identical adoptions of International Standards please complete the [Proposal Form – Direct Text Adoptions](#).

Proposals for participation in international Standards development should use the [Proposal Form - Participation in International Standards Development Programs](#).

This form will take some time and care to complete. It is important that all sections are completed, and that stakeholder consultation is conducted and their input is incorporated. This ensures that Standards Australia is presented with the best information on which to prioritise its efforts across a range of sectors and proposals. It also helps to ensure that there is consensus from appropriate communities of interest on the need for and the importance of the Standard, and on the expectations, timetable and direction of the project. All these elements contribute to producing a quality document in the most efficient and quickest manner.

Please submit completed forms to [mail@standards.org.au](mailto:mail@standards.org.au) by the closing date advertised at:  
[http://www.standards.org.au/StandardsDevelopment/Developing\\_Standards/Pages/Proposing-a-project.aspx](http://www.standards.org.au/StandardsDevelopment/Developing_Standards/Pages/Proposing-a-project.aspx)

## GUIDANCE

### What information do I need to provide?

| Section & Title   | Requirement  |
|---|--|
| Proponent Details   | All proposals need to be submitted by an individual, preferably supported by a national organisation. Provide contact details to be used in any correspondence regarding the proposal. |
| 1. Proposal Details   | Specify the title, type, relevant sector(s) and type of work being proposed. If a program of work, further information should be provided in the appendix or attachments.              |
| 2. Summary and Demonstration of Net Benefit                       | Outline the need for, and Net Benefit impact of, the proposed work on the Australian community.  |
| 3. Harmonisation and Alignment                                    | List existing related documents and alignment of proposed work to these documents.   |
| 4. Pathways for Standards Development                             | State the desired development pathway and who will fund the proposed work.   |
| 5. Stakeholder Support  | Provide details of relevant stakeholders across interest groups, the consultation process undertaken and whether they support the proposal.  |
| 6. Risks and Dependencies   | Highlight known risks and any dependencies that may impact successful completion of the proposed project/program.  |
| 7. Additional Information   | Provide any additional information which may assist in consideration of the proposal.  |
| 8. Declaration  | Confirm that all information within the proposal form is true and accurate.  |
| Appendix A: Stakeholder Consultation                              | Identify the relevant Australian stakeholder organisations which may have an interest in this proposal and provide evidence of consultation and support.                               |
| Appendix B: Details of projects within a proposed program of work | Where required, provide details of projects in order of priority for development where multiple projects or a program of work is being proposed.                                       |
| Appendix C: Project Complexity Matrix                             | Used for calculation of project complexity in Section 1 and Appendix B.  |

### How do I submit a completed proposal?

- Complete a pre-submission check to ensure that:
  - ✓ All sections of the form are complete.
  - ✓ The Net Benefit case is fully articulated and, where possible, quantified.
  - ✓ Full stakeholder consultation has been conducted with evidence provided.
  - ✓ The declaration is complete.
  - ✓ All supporting documentation is attached to the proposal.
- Submit completed proposal along with all supporting documentation by email to [mail@standards.org.au](mailto:mail@standards.org.au)
- If for any reason, you are unable to submit this form by email, please contact Standards Australia (1800 035 822).

## PROPOSAL FORM FOR STANDARDS DEVELOPMENT PROJECTS

|                           |  |
|---------------------------|--|
| Proposal Reference Number | <i>Standards Australia to Complete</i> |
|---------------------------|--|

### Proponent Details

|                  |                          |
|------------------|--------------------------|
| Your name        | Peter Pittard            |
| Position         | Consultant               |
| Name of employer | Pamaj Consulting Pty Ltd |
| Address          | 32 Murtha Drive          |
| Suburb           | Elanora                  |
| State            | QLD                      |
| Postcode         | 4221                     |
| Phone number     | 07 55342 565             |
| Fax number       |                          |
| Mobile number    | 0430 798 164             |
| Email address    | ppittard@bigpond.net .au |
| Web address      | www.wsaa.asn.au          |

### Supporting/Nominating Organisation Details (if applicable)

|  |   |
|--|---|
| Name of proponent's national organisation supporting this proposal | Water Services Association of Australia |
| Contact officer at national organisation                           | Carl Radford                            |
| Contact details  | 0418 892 953                            |

#### **NOTE:**

*Standards Australia reserves the right to make public information relating to Standards development projects, including information contained within submitted proposal forms and the attached Net Benefit Case in part or in full.*

*In the event that Standards Australia publishes proposals on its website, this section and stakeholder contact details provided at Appendix A will not be included. However, with prior agreement, your contact details may be provided to interested parties wishing to contribute or comment on the proposal or the proposed project.*

Proposal Reference Number

*Standards Australia to Complete***1. Proposal Details**

|   |  |
|---|--|
| <b>Proposal title</b><br>Please provide the full and correct title of the proposed document(s).   | <b>AS/NZS2638.1 Gate valves for waterworks purposes Part 1: Metal seated and AS/NZS2638.2 Gate valves for waterworks purposes Part 2 Resilient seated</b>  |
| <b>Project Scope</b><br>Briefly summarise what is being requested within this proposal. Please summarise the scope of the Standard(s) to be produced. Please outline any specific inclusions and exclusions.<br><b>For programs of work, please include the scope of each project in sufficient detail at Appendix B.</b> | The Standards nominated above contain a requirement in Table 2.1 that the basic material for a spindle seal retainer is copper alloy. The wording of Clause 4.2 of the Standards may be interpreted as an inconsistency in the intent of the material requirement nominated in Table 2.1. It is proposed that Clause 4.2 be amended to delete the words “up to and including the valve spindle seals” It is also intended to make appropriate amendments to facilitate alternative allowable materials for valve components. |
| <b>Project or program</b><br>Please specify if this proposal covers a single project or multiple projects. If a program of work is proposed that covers multiple projects, please include details of each project in Appendix B.  | Single project   |
| <b>Project type</b><br>Please indicate whether the project is a new document, amendment, revision or other. If other, please specify. If applicable, please provide the existing Australian or International Standard number and full title of the standard (e.g. AS, AS/NZS, ISO, IEC or other).                         | Amendment<br><b>AS/NZS2638.1 Gate valves for waterworks purposes Part 1: Metal seated and AS/NZS2638.2 Gate valves for waterworks purposes Part 2 Resilient seated</b>   |
| <b>Product type</b><br>Please indicate whether the output of this project is to be a Standard, handbook, or other type of document.   | Standard   |
| <b>Committee</b><br>Are you aware of an Australian or International technical committee working in this field? Please provide details, including any related committees that may be affected by this proposal.  | WS-022 Valves for waterworks purposes  |
| <b>Scale of proposed work</b><br>Please indicate the size/complexity rating of the proposed project/program, taking account of the size of the document, changes required, expected level of comment etc. For further information, please refer to Appendix C to this form.   | Please select one of:<br><input type="radio"/> Complex<br><input type="radio"/> Large<br><input type="radio"/> Medium<br><input type="radio"/> Small<br><input checked="" type="radio"/> Simple  |

|   |   |
|---|---|
| <b>Sector</b><br>Please delete any non-relevant sectors. Select one or more from:   | <ul style="list-style-type: none"> <li>• Building and Construction</li> <li>• Water and Waste Services</li> </ul>   |
| <b>Relationship to legislation</b><br>If the document is referenced in legislation in Australia (or New Zealand for joint documents), please provide details here. If so, is this as a primary or secondary reference?<br><br><i>Note: If this Standard is a primary or secondary reference in the National Construction Code, please refer to the Protocol for the development of National Construction Code referenced documents available at: <a href="http://www.abcb.gov.au">http://www.abcb.gov.au</a></i>  |   |
| <b>Conformity assessment</b><br>Does this proposal include any conformity assessment requirements?<br><br><i>Note: If conformity assessment requirements are being considered for inclusion, please note that an additional miscellaneous publication will be required, and should be included as a separate project item in Appendix B – conformity assessment requirements are <u>not</u> included in Australian Standards. Please see <a href="#">SG-006 Rules for the structure and drafting of Australian Standards</a> for further information.</i> | No<br><br>If yes, please provide additional details as an attachment to this form. The request is to include: <ul style="list-style-type: none"> <li>• the reason for the inclusion;</li> <li>• why regulation is not addressing the matter;</li> <li>• the benefits to the Australian community from a safety aspect;</li> <li>• the benefits to the industry sector;</li> <li>• the cost to the community and to manufacturers;</li> <li>• the risk of its non-inclusion;</li> <li>• technical barriers to trade implications.</li> </ul> |

## 2. Summary and Demonstration of Net Benefit

All Australian Standards developed by Standards Australia must demonstrate a Net Benefit, i.e. the Standard must have an overall positive benefit to the Australian community. All proposals for new work must describe a clear need for a Standards solution and the anticipated Net Benefit in the form of a Net Benefit case. Further guidance is available within the [Standards Australia Guide to Net Benefit](#).

**Note:** Where a more detailed Net Benefit case is required, this may be attached separately.

|   |   |
|---|---|
| <p><b>Need for the proposed work</b></p> <p>Please identify and provide evidence of the problem to be addressed, the goals and objectives of the proposed Standard(s), and demonstrate that it is justified and implementation is likely.</p> | <p>Misinterpretation of the allowable materials for a gate valve component led to some suppliers utilising a material that was considered as not fit for purpose. This anomaly needs to be removed. WS-022 Committee members have already been canvassed for comment to this amendment proposal and a large majority concur.</p>  |
| <p><b>Alignment with national public policy</b></p> <p>Please identify and describe how your proposal fits with issues of current national or public policy interest.</p>   | <p>Gate valves are a common item used within Australia's water and sewer infrastructure. Reliable performance is very important and the potential for use of unsuitable components could lead to multiple failures with associated costs to the community.</p>  |
| <p><b>Net Benefit</b></p> <p>Please explain any potential positive and negative impacts, and where possible quantify the costs and benefits, of the proposed Standard(s) on different communities of interest in the following areas:</p>     | <ul style="list-style-type: none"> <li>• <i>Public Health and Safety</i><br/>This amendment will disallow the manufacture of poorly designed gate valves that could lead to premature valve failure and subsequent interruption to the operation of water supply and/or sewerage pipelines, thus creating a potential risk to public health and safety.</li> <li>• <i>Social and Community Impact</i><br/>Valves that are properly designed will avoid premature failure and interruption to water supply and sewerage operations. Continuity of water supply and sewerage disposal is a vital service to the community.</li> <li>• <i>Environmental Impact</i><br/>The need to dig up pipelines to replace prematurely failed gate valves will be avoided and contribute to a positive environmental impact.</li> <li>• <i>Competition</i><br/>There are many competitors involved in the manufacture of gate valves thus providing a wide brand selection. Competition will not be negatively impacted.</li> <li>• <i>Economic Impact</i><br/>Avoidance of premature valve failure will reduce the costs of maintenance and replacement.</li> </ul> |

### 3. Harmonisation and Alignment

|  |  |
|--|--|
| <b>Related documentation</b><br>Please research and list any known industry, domestic, regional, other national or international standards, guides, codes and research related to the proposal.                                      | This proposal is for a simple amendment to existing Australian Standard. |
| <b>Avoidance of duplication</b><br>How will the proposed document relate to any of the existing material listed above? Please address any apparent or actual duplication between the existing material and the proposed document(s). | This will be an amendment to existing material, not duplication.         |
| <b>Alignment with International Standards</b><br>If there is an existing International Standard that covers the scope of this proposal, but is not being adopted, please clarify this position.                                      | This proposal is for a simple amendment to existing Australian Standard. |

### 4. Pathway for Standards Development

|  |  |
|--|--|
| <b>Preferred development pathway</b><br>Please select one. If Other, please provide details of discussions with Standards Australia.   | <ul style="list-style-type: none"> <li>Committee Driven</li> </ul>   |
| <b>Committee capability and capacity</b><br>If there is an existing Standards Australia committee working in this field, please specify their capability and capacity to take on additional projects relating to this proposal, particularly relating to programs of work described at Appendix B. | Committee WS-022 has the expertise and experience to carry out this work effectively.  |
| <b>Standards Australia process to be funded by</b><br>Please select one.   | <ul style="list-style-type: none"> <li>Other</li> </ul> Stakeholders will provide support for the committee process through interested parties covering their own costs. |

**Note:** For information on the various standards development pathways refer to:  
<http://www.standards.org.au/DevelopingStandards/Developmentpathways.aspx>

### 5. Stakeholder Support

|   |  |
|---|--|
| <b>Consultation process</b><br>Provide details on the consultation process undertaken in development of this proposal, including identified stakeholder groups and the outcomes.<br><br>Please complete Appendix A and provide evidence of stakeholder support. | The issue was raised by WSAA and referred to the WS-022 Committee for comment. Response received from Committee members was in support of this proposal. |
|---|--|

### 6. Risks and Dependencies

|              |                          |
|--------------|--------------------------|
| <b>Risks</b> | There are no known risks |
|--------------|--------------------------|

|  |   |
|--|---|
| Are there any key risks that you know of that may impact this project?<br><i>Note: Project risk does <b>not</b> include Standards Australia failing to approve this proposal.</i>  |   |
| <b>Dependencies</b><br>Are there any fundamental dependencies on this e.g. changes to legislation, publication or revision of a related Standard or the need to publish concurrently with an Australian or International Standard? | There are no known fundamental dependencies that this revision depends on.  |
| <b>Indicative timelines</b><br>Taking into account the risks and dependencies identified above, and an average publication cycle of 12 months, please provide estimates of the duration of key project stages.                     | Estimated time to complete draft for public comment from project initiation: 1 month<br><br>Estimated time to publication from project initiation: 3 months |

## 7. Additional Information

|   |  |
|---|--|
| <b>Comments</b><br>Please provide comments (if any) which support this proposal or assist its consideration.  | The proposal has been canvassed with WS-022 Committee members and is supported.<br><br>WSAA, a major stakeholder representing the Water Agencies, is the proponent for this amendment. |
| <b>Supporting documentation</b><br>Please list (and attach) any information that supports this proposal or assists its consideration. If a working draft of the proposed document is available, please attach to this proposal. | Summary of WSAA brief and response from WS-022 is attached.  |
| <b>Funding declaration</b><br>Are you aware of any direct or indirect funding for this proposed work, other than employer support to attend and participate in meetings?  | No   |

## 8. Declaration

Please check your proposal is complete, read and complete the declaration, then forward this proposal and any attached documents to Standards Australia at [mail@standards.org.au](mailto:mail@standards.org.au). The named proponent is deemed to have approved the information contained within this proposal and this declaration. This is required prior to formal consideration of this proposal.

The information provided in this application is complete, true and accurate to the best of my knowledge. I believe the proposed Standard will result in Net Benefit\* to Australia. I understand the requirements associated with the Standards development pathway selected. I have consulted with, and have the support of, national organisations with a relevant interest in this project.

|  |  |
|--|--|
| <b>Name of Proponent</b>   | Peter Pittard                                  |
| <b>Name of Nominating Organisation representative (if supported by a suitable national organisation)</b> | Water Services Association of Australia (WSAA) |
| <b>Date</b>  | 20-9-15  |

\* As defined in Standard Australia's Guide to Net Benefit.

## Appendix A: Stakeholder Consultation

Please identify the relevant Australian stakeholder organisations which have been consulted or which may have an interest in this proposal. All categories of stakeholders should be considered for consultation and participation, but all are not required. Evidence of consultation and stakeholder responses **must** be provided (organisation/company emails or letterhead only). If the proposal includes new or revised joint Australia/New Zealand Standards, Standards Australia will contact Standards New Zealand to ensure appropriate consultation with New Zealand stakeholders.

| Key stakeholder groups              | Organisation Name     | Contact name        | Position                                  | Email                           | Do they agree with this proposal (Y/N)? |
|-------------------------------------|-----------------------|---------------------|---|---------------------------------|---|
| Research and academic organisations |                       |                     |   |                                 |   |
| Consumer interests                  |                       |                     |   |                                 |   |
| Government organisations            |                       |                     |   |                                 |   |
| Regulatory and controlling bodies   |                       |                     |   |                                 |   |
| Technical associations              | <b>WS-022 Members</b> | <b>See attached</b> |   |                                 | <b>Yes-Large majority support</b>       |
| Professional associations           |                       |                     |   |                                 |   |
| Manufacturers' associations         |                       |                     |   |                                 |   |
| Suppliers' associations             |                       |                     |   |                                 |   |
| User and purchasing bodies          | <b>WSAA</b>           | <b>Carl Radford</b> | <b>Program Manager<br/>Asset Creation</b> | <b>carl.radford@wsaa.asn.au</b> | <b>Yes</b>                              |
| Testing bodies                      |                       |                     |   |                                 |   |
| Auditing bodies                     |                       |                     |   |                                 |   |
| Certification bodies                |                       |                     |   |                                 |   |
| Employer representative bodies      |                       |                     |   |                                 |   |
| Unions and employee associations    |                       |                     |   |                                 |   |
| Independent                         |                       |                     |   |                                 |   |

|             |  |  |  |  |  |
|-------------|--|--|--|--|--|
| New Zealand |  |  |  |  |  |
|-------------|--|--|--|--|--|

## Appendix B: Details of projects within a proposed program of work

Where a program has been specified in Section 2, please provide details of projects in order of priority for development. If preferred, details can be provided in a separate file and attached to this proposal.

| Priority | Title   | Committee | Pathway          | Designation   | Complexity Rating | Project type | Product type | Brief project scope and dependencies   |
|----------|---|-----------|------------------|---------------|-------------------|--------------|--------------|--|
| e.g.     | Information Technology – Personal Computers – Hard Drives   | AB-123    | Committee Driven | AS/ISO 1234   | Small             | Revision     | Standard     | Adoption of ISO 1234 as an Australian Standard. This Standard relies on the publication of AS1233. |
| 1        | Gate valves for waterworks purposes Part 1 Metal seated     | WS-022    | Committee driven | AS/NZS 2638.1 | Simple            | Amendment    | Standard     | Amend some clauses   |
| 2        | Gate valves for waterworks purposes Part 2 Resilient seated | WS-022    | Committee driven | AS/NZS 2638.2 | Simple            | Amendment    | Standard     | Amend some clauses   |
| 3        |   |           |                  |               |                   |              |              |  |
| 4        |   |           |                  |               |                   |              |              |  |
| 5        |   |           |                  |               |                   |              |              |  |
| 6        |   |           |                  |               |                   |              |              |  |
| 7        |   |           |                  |               |                   |              |              |  |
| 8        |   |           |                  |               |                   |              |              |  |
| 9        |   |           |                  |               |                   |              |              |  |
| 10       |   |           |                  |               |                   |              |              |  |
| 11       |   |           |                  |               |                   |              |              |  |
| 12       |   |           |                  |               |                   |              |              |  |
| 13       |   |           |                  |               |                   |              |              |  |
| 14       |   |           |                  |               |                   |              |              |  |

## Appendix C: Project Complexity Matrix

- Use this matrix to complete an initial assessment of project complexity.
- For each question, review the criteria and enter the appropriate Rating (1 to 5) for the project in the far right column.

| #                 | Factor   | Rating Number |              |               |                 |            | Rating |
|-------------------|--|---------------|--------------|---------------|-----------------|------------|--------|
|                   |  | 1             | 2            | 3             | 4               | 5          |        |
| 1                 | What is the anticipated duration of the project?   | < 3 months    | 3 - 6 months | 6 - 24 months | 2 - 3 years     | > 3 years  | 1      |
| 2                 | What overall level of risk (technical risk, political risk and consensus risk) is associated with the project in the context of the committee? | Very Low      | Low          | Moderate      | High            | Very High  | 1      |
| 3                 | What level of overall technical complexity does the project have?  | Very Low      | Low          | Moderate      | High            | Very High  | 1      |
| 4                 | What is the size of (the change to) the standard or the consensus document?  | 1-2 pages     | 2 - 20 pages | 20-100 pages  | 100 - 300 pages | >300 pages | 1      |
| 5                 | What is the expected level of public comment/adverse reaction to the project?  | Very Low      | Low          | Moderate      | High            | Very High  | 1      |
| TOTAL             |  |               |              |               |                 |            | 5      |
| COMPLEXITY RATING |  |               |              |               |                 |            | Simple |

### Complexity Rating

If the total is **5**, apply the **Simple Complexity rating**.

If the total is **6 to 10**, apply the **Small Complexity rating**.

If the total is **11 to 15**, apply the **Medium Complexity rating**.

If the total is **16 to 20**, apply the **Large Complexity rating**.

If the total is **21 to 25**, apply the **Complex Complexity rating**.

### Project Complexity Examples

*Simple* - Adoption, endorsement of an ISO standard with high consensus.

*Small* - Technical report with low complexity, low risk and low profile.

*Medium* - New standard or revision with moderate complexity and risk.

*Large* - New standard or revision with high complexity and risk.

*Complex* - New standard or revision with very high complexity, profile, risk and major references in legislation e.g. Wiring Rules Standard