

SPEAR

Surveying and Planning through Electronic Applications and Referrals



SPEAR Release Notes

Release 4.7

The following functional changes to SPEAR have been included in Release 4.7:

	Users Impacted	Feature	Description
1.	Responsible Authority	Responsible Authority prompted to add a copy of the planning permit if issued outside of SPEAR CR4908: PE1710	For certification only applications, where the permit was issued outside of SPEAR, the Responsible Authority will be prompted to attach a copy of the permit (if not already supplied by the Applicant Contact) using the new 'add copy of planning permit' action. The Responsible Authority will be able to opt out, if for example the permit has not yet been issued. Notifications are sent to advise when the permit will expire.
2.	Responsible Authority	Responsible Authority to upload third party planning permit extensions CR4909: PE1473	The Responsible Authority may add a third-party extension of time for a planning permit, if received outside of SPEAR. This will require the Responsible Authority to define the new expiry date for the permit, together with the supporting document (request) or text. This will trigger the appropriate notifications, and will display the new (most current) expiry date. Applicant Contact will still be able to request an extension of time if required.
3.	Signing Users	Automatically switch to the newly renewed digital signing certificate CR4903: PE1781	SPEAR will automatically check for newly installed digital certificates in the certificate store. The user will be prompted to sign with the most recent certificate, and more informative error messages will be displayed if signing fails.
4.	Signing Users	JNLP signing failures in Chrome resolved CR4903: PE1781	Users signing in Chrome will be aware of an ongoing issue with the browser being unable to store more than 100 JNLP signing files. This has been resolved by ensuring that the JNLP file is uniquely named.

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5.	Applicant Contact, Responsible Authority	Enable automatic application watching for Applicant Contact and Responsible Authority users CR4907: PE1756	<p>An option will be available for Applicant Contact and Responsible Authority users (via user settings) to automatically turn 'ON' or 'OFF' automatic application watching.</p> <p>If enabled, this will automatically watch applications (and send email notifications) to users under the following circumstances:</p> <ul style="list-style-type: none"> Responsible Authority users, who are assigned the role of 'designated contact' Applicant Contact users, who are nominated as the 'Applicant Contact' in the application wizard.
6.	Land Use Victoria	Enable automatic application watching for LUV plan examiners CR4907: PE1024	<p>An option will be available for LUV plan examiners (via user settings) to automatically turn 'ON' or 'OFF' automatic application watching. If enabled, this will automatically watch applications (and send email notifications) when dealings are marked to the plan examiner in VOTS.</p>
7.	Applicant Contact	Changes to the Form 13 and Supplementary Abstract of Field Records CR4292: PE1611	<p>The requirements for Form 13 and Supplementary Abstract of Field Records, will be consolidated into a new process called 'Form 13 and SAFR Declaration'. As a result, the following document types will be retired in SPEAR:</p> <ul style="list-style-type: none"> Advice by Licensed Surveyor (Form 13) Supplementary Abstract of Field Records (SAFR) Declaration <p>With the new process:</p> <ul style="list-style-type: none"> The Applicant Contact may defer the Form 13 component if works are required and not yet completed. If deferred, the Form 13 will become mandatory 30 days after the estimated completion of works date At 'Certification Decision Pending', the document will appear as a mandatory action If it has been indicated that a SAFR is required, then the SAFR will become mandatory 45 days after the estimated completion of works date is reached (current behaviour). <p>This change means that the document is digitally signed once, as opposed to current behaviour where similar information is required to be separately supplied and digitally signed to achieve the same outcome.</p>

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8.	Applicant Contact	Applicant Contact to receive more information about the type of amendment request received by LUV CR4906: PE1807	The email notification to the Applicant Contact advising of amendment requests by LUV plan examiners now identifies the type of amendment – ‘Minor’, ‘Council consent required’ or ‘Recertification required’. This will assist Applicant Contacts in understanding the amendment process when updating their plans as a consequence of a LUV amendment request.
9.	Applicant Contact, Lodging Party	Provide a link to the refusal reason for Lodging Parties and Applicant Contacts (Boundary Plans) CR4922: PE1824	A view refusal link will be displayed next to the ‘Submit for Pre-lodgement Check’ action on the Details tab if your lodgment has been refused.
10.	Applicant Contact	Improve the Nominate Lodging Method screen CR4922: PE1824	The additional email addresses field will be removed from the Nominate Lodging Method screen. Instead, Applicant Contacts will be able to send email notifications and add comments or attach documents when releasing for lodgment electronically.
11.	Lodging Party	Lodging Parties to request nomination CR4922: PE1824	Subscribed lodging parties in SPEAR will be able to request to be nominated to an application by entering the appropriate SPEAR reference number. The Applicant Contact can approve or reject the request. The Applicant Contact can also nominate the lodging party using the current ‘Nominate Lodging Method’ action.
12.	Applicant Contact	Respond to application transfer request CR4906: PE1731	When a surveyor requests a transfer of an application in SPEAR, the current owner (surveyor) is provided with a mandatory action to respond to the request.
13.	All Users	Perform internal request should also	The internal request screen will now also list any ‘Modifiable’ or ‘Correctable’ documents available to the requestor in their current role.

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		allow for 'modify actions' CR4906: PE1813	
14.	All Users	Improve date stamping and page numbering of endorsed documents CR4914: PE1819	Ensure that when subsequent documents are endorsed, that the original date of endorsement for the previously endorsed documents is retained.
15.	Responsible Authority	Allow Responsible Authority to make another permit and certification decision following a VCAT order CR4904: PE1771	The Responsible Authority will have the ability to restore a completed application (permit), or a refused application (certification or SOC). This will enable the Responsible Authority user to make another permit, certification and/or SOC decision.
16.	Responsible Authority	Allow referral request to be modified by the Responsible Authority prior to authenticating CR4906: PE1599	Responsible Authority users will be able to modify their referral request prior to authenticating. This will preserve comments and other details on screen.
17.	Responsible Authority	Warn the Responsible Authority of an outstanding RFI when making a permit decision in a joint	For joint applications, SPEAR will warn the Responsible Authority user at the time of making a permit decision, if there are one or more outstanding RFI's in the application. The Responsible Authority user may opt to:

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		application CR4906: PE1557	<ul style="list-style-type: none"> Continue with the permit decision Cancel making permit decision if they believe that the RFI is required to be completed or closed.
18.	Applicant Contact	Allow the Applicant Contact to indicate which referral authority is satisfied when modifying a plan CR4912: PE1777	<p>Currently, if the Applicant Contact is responding to a mandatory action to supply a new plan version in response to an RFI from one or more referral authorities, they must select which authority is being satisfied with the new plan version.</p> <p>This functionality is being extended to the 'modify' option against the plan document. This will also remove the respective mandatory action for the applicant contact to respond.</p>
19.	Land Use Victoria	Plan amendments available from the LUV lodgment screen. CR4906: PE1778	Place a link to LUV amendment request on lodgment screen. This will enable faster customer support when looking for amendment requests in an application.
20.	ePlan enabled surveyors	Pre-population of ePlan data into SPEAR applications. CR4953: PE1844	<ol style="list-style-type: none"> Use the surveyor's registration number within the ePlan LandXML to populate the 'nominated surveyor' in SPEAR, when adding a new plan. Hide the PDF-only fields (e.g. version number) when an ePlan is attached. These fields are populated using the data within the ePlan LandXML, however they are still editable and any data entered manually may contradict the data in the ePlan. Populate the downloadable ePlan LandXML file with the dealing number generated by VOTS (when known). Populate all the relevant folios contained in an ePlan LandXML file into the Application Lodgment Forms (e.g. Approval of Boundary Plan). Currently only the 'Freehold' and 'Freehold(part)' folios are populated, however other relevant folios (including 'Crown Grant' and Crown Grant(part)) are missing and must currently be added manually.
21.	Land Use Victoria	Send Registered ePlan data to the	LUV to manage registered ePlan data by storing the ePlan file and relevant data fields in an ePlan database structure, so that when an ePlan application is registered at LUV, a copy of its LandXML file along with the SPEAR

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		ePlan database via message queue when an application is 'Registered at Land Use Victoria' CR4773: PE1779	reference number, registration date and dealing number are placed into a message queue. This data is picked up by the ePlan database to populate relevant tables and data.