

SPEAR

Surveying and Planning through Electronic Applications and Referrals



SPEAR Release Notes

Release 4.9

The following functional changes to SPEAR have been included in Release 4.9:

	Users Impacted	Feature	Description
1.	Responsible Authority	Allow fee types in SPEAR to be customised at the council Local Administrator level CR5096	<p>Enable Responsible Authority Local Administrators to add their own custom 'Fee Types' and define a credit card surcharge (if applicable).</p> <p>A new screen Manage Fee Types allows Responsible Authority administrators to:</p> <ul style="list-style-type: none"> - View the existing SPEAR-defined fee types and their corresponding fee type codes - Add/Edit/Delete custom fee types and their codes - Define and edit the credit card surcharge percentage (if applicable) <p>These fee types will be displayed on the SPEAR Online Payment Report.</p>
2.	Responsible Authority	Allow fee types in SPEAR to be customised at the council Local Administrator level CR5096	<p>For Responsible Authorities who are using the SPEAR payment facility:</p> <ul style="list-style-type: none"> - The custom fee type and surcharge amount (if applicable) will be visible to the user on the Payment screen - The calculated surcharge will be added to the amount payable <p>When the Responsible Authority does not have an online payment facility, SPEAR will not:</p> <ul style="list-style-type: none"> - Display the optional action 'Pay Fee to Responsible Authority'
3.	Responsible Authority	Confirm/Amend Permit Number at Certification CR5089	<p>As part of making the Certification Decision the Responsible Authority will need to confirm the planning permit reference number if SPEAR determines that the status of the original planning permit is 'Lapsed', 'Not Required', 'Refused', 'Withdrawn', 'Cancelled' or 'Expired'. This will appear as a warning on the certification screen:</p> <p>"The Planning Permit in this application has been marked as <Planning Permit status>. The Responsible Authority Permit Ref. No. for this application may no longer be relevant or may need to be updated. Please update the number below if a new planning permit has been issued or remove it if a planning permit is not required for this application."</p> <p>The Responsible Authority will be able to update the planning permit reference number directly from the Certification screen.</p>

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4.	Responsible Authority Internal Referral Authority	Allow internal referral authorities to indicate the nature of their response CR5093	<p>Internal Referral Authorities (non-statutory) will indicate the nature of their response to a referral request, like a statutory referral authority.</p> <p>The non-statutory response options are:</p> <table border="0"> <tr> <td>Permit:</td> <td>Certification:</td> <td>Statement of Compliance:</td> </tr> <tr> <td>- Consent</td> <td>- Consent</td> <td>- Consent</td> </tr> <tr> <td>- Object</td> <td>- Refuse consent</td> <td>- Further action required</td> </tr> <tr> <td>- Further action required</td> <td>- Further action required</td> <td>- Do not consent at this time</td> </tr> <tr> <td>- No referral required</td> <td>- No referral required</td> <td></td> </tr> </table> <p>NOTE: A 'further action required' response from a non-statutory authority is not treated in SPEAR as a 'Request for Further Information' (RFI) and therefore does not prompt the surveyor to respond.</p> <p>If required, the Responsible Authority should request further information from the Applicant Contact in SPEAR as a separate action.</p>	Permit:	Certification:	Statement of Compliance:	- Consent	- Consent	- Consent	- Object	- Refuse consent	- Further action required	- Further action required	- Further action required	- Do not consent at this time	- No referral required	- No referral required	
Permit:	Certification:	Statement of Compliance:																
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- No referral required	- No referral required																	
5.	Responsible Authority Internal Referral Authority	Allow internal referral authorities to indicate the nature of their response CR5093	Referral authorities will be displayed as either statutory or non-statutory on the Details screen (for all users) and on the Determine Referral Requirements screen (for Responsible Authority users).															
6.	Responsible Authority Internal Referral Authority	Allow internal referral authorities to indicate the nature of their response CR5093	<p>Responsible Authorities can define an internal referral site as a statutory referral authority. This gives an internal department the response options that are relevant to statutory referrals, under the provisions of the relevant legislation.</p> <p>For example, internal engineering sites that have statutory obligations can be appropriately defined in SPEAR by the Local Administrator and referred to correctly in SPEAR.</p> <p>This is defined on the referral list on the Responsible Authority profile page and can be updated by the Local Administrator.</p>															

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7.	Responsible Authority Applicant Contact	Planning Permit enhancements - Expire planning permit and improve expiry notifications CR5087	<p>Create a new action for the Responsible Authority to 'Expire Permit Application' and move it to the completed list, to overcome the issue where new plans for endorsement are required, but the permit expires before they have been supplied by the Applicant Contact.</p> <p>The functionality is supported by:</p> <ul style="list-style-type: none"> Responsible Authority attachment or free text to justify the action New notification to Applicant Contact and referral authorities advising that the application has been expired Logged event in the activity log showing that the application has been expired and moved to the Completed List Improved Planning Permit expiry warnings to send notifications to the Applicant Contact and Responsible Authority, three months and one month before the permit is due to expire.
8.	All Users	Notify for Authentication CR5101	<ul style="list-style-type: none"> Users can now add comments (optional) when they use the 'Notify for Authentication' action. Comments will not be visible in SPEAR or stored in the application. They will only be used in the email notification that is sent to the selected user.
9.	All users	Manage Conditions CR5101	<ul style="list-style-type: none"> The Manage Conditions screen will be updated to show 'Save and Notify' (instead of 'Save and Close') and will introduce additional tool tips to the buttons to make SPEAR notification activity clearer to users.
10.	All Users	Notes tab enhancements CR5101	<ul style="list-style-type: none"> Update the Notes tab to allow users to notify other users within their organisation when a new note has been added. Add a Notes section to the Email / Download Documents screen. Only notes added by users for that organisation / role will be visible in the document.