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**SPEAR**

Surveying and Planning through Electronic Applications and Referrals

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**SPEAR Release Notes**

**Release 5.5**

# The following functional change to SPEAR has been included in Release 5.5:

|  | **Users Impacted** | **Feature** | **Description** |
| --- | --- | --- | --- |
|  | Applicant Contact | Surveyors to Purchase Plan Numbers through SPEAR  CR4973-01 | Surveyors to purchase plan numbers via SPEAR:  SPEAR will now provide the ability for Applicant Contact organisations to request/purchase plan numbers electronically through SPEAR. Users can request plan numbers against a variety of plan number types (PS & PC - $10 each, TP & OP - no fee), and pay electronically using credit card. Plan number requests will be sent by SPEAR to VOTS and recorded against the user’s VOTS customer code. A spreadsheet containing the requested plan numbers will be emailed to the requesting firm, along with payment confirmation.  Functionality includes:   1. Ability for surveyors to purchase / request PS, PC, TP and/or OP numbers using the ‘Request Plan Numbers’ link in the top right-hand corner of the blue SPEAR banner 2. Ability for surveyors to place a bulk order of plan numbers up to a defined limit for each plan number type. These limits are set by SPEAR-Administrators. 3. SPEAR to calculate a fee for the request and provide a payment facility (credit card). NOTE: TP and OP numbers are configured free of charge 4. Plan number requests are made against the users VOTS customer code which is recorded in SPEAR. 5. Plan numbers returned from VOTS and emailed to the requesting organisation together with confirmation of payment. |
|  | Consenting Party | MSA consenting party process improvements  CR5600 | Several enhancements have been made to the consenting party process in SPEAR, supporting the DELWP Melbourne Strategic Assessment (MSA) functionality to improve efficiency in processing applications requiring their consent. These changes include notifying DELWP of MSA affected applications earlier, providing additional data pre-population, and checking the most recent volume and folio information provided by the Lodging Party on the Application Lodgment Forms to better identify MSA affected parcels.  Self-representing lodging parties can now store their details against their SPEAR site profile for pre-population onto the application lodgment form. These applicant details will be pre-populated when the checkbox marked "The Lodging Party is representing itself as the Applicant" is ticked.  Functionality includes:   1. Notify DELWP of MSA-affected applications earlier (i.e. at certification instead of SOC) to improve DELWP's processing efficiency for all applications. 2. Provide an optional action to 'Add Consent' within all in-scope MSA applications prior to Statement of Compliance to cater for staged payment approvals. 3. Provide an optional action to 'Add Consent' or ‘Application to Remove Instrument’ within applications exempt from SOC (e.g Section 35) to cater for applications where DELWP wish to provide a consent/removal prior to lodgment. 4. Perform MSA check using the Volume and Folio which is supplied by the lodging party in the ‘Application Lodgment Form’, or whenever there is an update to ‘Application Lodgment Form’, if the application has passed Certification status 5. Pre-populate recurring data on the ‘Application to Remove’ Instrument form such as the consenting party reference number, grounds of removal and applicant details |
|  | Digital Cadastre Modernisation | Automated SPEAR notifications and validation of ePlans to update the digital cadastre  CR5509 | ePlans will now be validated against the Digital Cadastre Automation Service (DCAS) rules. More information on the rules can be found on the SPEAR [validation rule help page](https://www.spear.land.vic.gov.au/spear/help/pages/ePlan/00_index.htm). The results of the validation will be incorporated into the ePlan Validation Report.  Additionally, SPEAR will now send every version of an ePlan to DCAS in preparation for future functionality to update the proposed layer of the digital cadastre with every plan version. PDF plans will continue to be updated at defined milestones in the SPEAR workflow. |
|  | All Users | Update SPEAR in line with new legislation requirements  CR5618 | SPEAR to be updated in line with the new legislation requirements:   * All screens in SPEAR including Form headings and screen text (including printable version) have been updated to remove reference to ‘Subdivision Procedures Regulations 2011’. * In line with changes in the ‘Subdivision Procedures Regulations 2021’, the public open space declaration shown on Forms 2, 3, 11 and 12 have be updated to refer to section 18A, as follows: “A requirement for public open space under section 18 or 18A of the Subdivision Act 1988”. * ‘Subdivision (Registrar’s Requirements) Regulations 2021’ have be updated on the ‘Sign Document’ screen for plans. * ‘Subdivision (Registrar’s Requirements) Regulations 2021’ have be updated on Owners Corporation details and lodgment Forms. |
|  | Lodging Party, Applicant Contact, Consenting Party | Electronic Instrument updates  CR5637 | Electronic Instruments to be updated for Lodging Parties (all Application Lodgement Forms), Consenting Parties (Removal of MSA Instruments) and Applicant Contacts (Boundary Plans and Road Alignments) as follows:   * Certification text updated in line with SPEAR ELN Participation Rules Version 3 (based on Model Participation Rules for Electronic Conveyancing Version 6). * Country codes and descriptions updated.   Note: SPEAR users will be prompted to re-sign Application Lodgement Forms that have not been lodged at the time of the release. |