

User Guide 46 Objections

Purpose of this User Guide

The purpose of this User Guide is to provide assistance to Responsible Authorities, referral authorities and Applicant Contacts about the objection process for a SPEAR application and how objections are managed in SPEAR.

Who should read this?

Primary audience: **Responsible Authorities, Referral Authorities and Applicants**

Introduction

SPEAR provides an online objection facility whereby an objection can be lodged to the Responsible Authority using SPEAR.

46.1 How do the Public lodge an online objection in SPEAR?

A member of the public who wishes to lodge an objection to a planning permit or joint application must firstly register their details on SPEAR via the online self-registration process (available from the SPEAR homepage) and then make an online objection during the advertising period.

Lodgements of objections are accessed from the Summary Tab. A self-registered member of the public may only have one objection to a current application at a time in SPEAR. Once an online objection has been lodged, a notification is sent to the Responsible Authority and Applicant Contact. The objector will also receive an email notification when a Responsible Authority decision is made.

Once an objection is lodged in SPEAR, anyone who has access to the application (such as the Applicant Contact, the Responsible Authority and the referral authorities) may view the details of the objection. Objections are shown in the bottom section of the Details Tab.

Importantly, only those objections lodged in SPEAR will be accessible in SPEAR. Applicant Contacts and other interested parties should check with the Responsible Authority for the existence of other objections to the application, which may have been lodged in paper at the Responsible Authority.

46.2 How does a Referral Authority lodge an objection?

Referral Authorities, having received notification of an application under Section 52 and/or 57B of the *Planning and Environment Act 1987*, may forward a submission to the Responsible Authority via SPEAR. To do so, a Referral Authority user selects the document, 'Submission to Advertising Notice' from the list of optional actions in the Details Tab. The user then uploads their submission document, or alternatively enters their submission to advertising notification directly via the free text window onscreen.

46.3 How do you withdraw an objection in SPEAR?

An objector, who has lodged an objection to a SPEAR application, can login to SPEAR with their username and password and withdraw the objection at any time before the permit decision is made.

When an online objection is withdrawn, details of the objection are no longer visible from the Objections Tab however the reason for the withdrawal may be viewed, if provided.

Need more information?

Further information on this topic can be found by:

- Visiting the SPEAR website www.spear.land.vic.gov.au/SPEAR
- Contacting the SPEAR Service Desk on 9194 0612 or email spear.info@delwp.vic.gov.au
- Selecting the Help link in the relevant area of the system.