# ATS module 2 transcripts

0

00:00:01.440 --> 00:00:03.260

In this video of the amendment tracking system,

1

00:00:03.630 --> 00:00:08.020

we're gonna take a look at how users can select ordinance

2

00:00:08.490 --> 00:00:11.420

that they wish to change for their planning scheme.

3

00:00:11.960 --> 00:00:15.140

In order to change the ordinance of a planning scheme,

4

00:00:15.470 --> 00:00:20.460

users will need to go into the online portal and use the ordinance changes tool

5

00:00:20.620 --> 00:00:24.140

that is available from an amendment. So let's take a look at that.

6

00:00:24.960 --> 00:00:29.540

And here we are in the ATS tracking online portal. I'll select the actual, uh,

7

00:00:29.540 --> 00:00:31.940

amendment that I wanna do some work on. This is just some test data.

8

00:00:32.050 --> 00:00:33.860

It's my gum nut amendment in this case

9

00:00:36.030 --> 00:00:38.360

that will just open up the amendment detail screen,

10

00:00:41.430 --> 00:00:44.650

and now I see the ordinance changes button here.

11

00:00:45.040 --> 00:00:48.610

What we can see in this particular amendment right now is that ordinance changes

12

00:00:48.680 --> 00:00:50.930

have already been selected and saved.

13

00:00:52.030 --> 00:00:55.810

That's why I've got this ATS authoring "Go-to authoring" link.

14

00:00:56.640 --> 00:01:01.530

That will not be available if a user hasn't as

15

00:01:01.630 --> 00:01:05.690

yet selected ordinance changes using the ordinance changes tool.

16

00:01:06.690 --> 00:01:10.910

So I'm just gonna select it. Loading up,

17

00:01:10.910 --> 00:01:14.390

it automatically loads up, um, the planning scheme,

18

00:01:14.390 --> 00:01:16.790

and this is just a C amendment for the Gumnut planning scheme.

19

00:01:17.830 --> 00:01:21.430

I can see at this stage, um, a little legend,

20

00:01:21.720 --> 00:01:26.630

which tells me the icons that are present against

21

00:01:26.940 --> 00:01:30.870

each of the changed items, uh, what they mean.

22

00:01:31.930 --> 00:01:35.430

So, previously a user has come in here

23

00:01:35.430 --> 00:01:37.870

and done this and saved it and submitted it to authoring.

24

00:01:38.530 --> 00:01:42.310

So I'm just expanding the relevant options and I'll show you some of the test

25

00:01:42.380 --> 00:01:45.590

data that might be here. So you can see here, here's a, um,

26

00:01:45.690 --> 00:01:48.510

an ordinance been selected to, uh, be deleted.

27

00:01:49.390 --> 00:01:53.350

I can undo the delete of that if I wish. Um,

28

00:01:53.730 --> 00:01:56.750

here's one that has been selected to be added in.

29

00:01:57.170 --> 00:02:01.790

Now that's come about because at this sub-clause level,

30

00:02:02.380 --> 00:02:06.590

there's a plus sign, where I can click on that and I can create

31

00:02:07.310 --> 00:02:11.260

a new sub claus section. So I'll just do that, add that in,

32

00:02:11.880 --> 00:02:15.380

and I'll leave that as 2205-3

33

00:02:16.040 --> 00:02:20.620

and I'll put in as Heidi's test and tick to save.

34

00:02:21.640 --> 00:02:24.460

Now, if for example, uh, say for example,

35

00:02:24.520 --> 00:02:27.540

I'm replacing a particular ordinance,

36

00:02:27.640 --> 00:02:31.340

and at the moment this car parking one, I want to actually replace it.

37

00:02:31.340 --> 00:02:35.020

So that would be a delete action. So I'll delete this ordinance here,

38

00:02:36.080 --> 00:02:38.140

and if I want to replace it with a new one,

39

00:02:38.260 --> 00:02:42.700

I can select the plus sign again at that sub clause level and add in a new sub

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00:02:42.700 --> 00:02:46.100

clause section. And I'm gonna change the numbering to be number one.

41

00:02:47.000 --> 00:02:48.660

And I'll put this new car parking.

42

00:02:50.840 --> 00:02:55.460

So what happens that'll appear whilst it appears down the end of that listing

43

00:02:55.690 --> 00:02:58.860

here, I need to then select it and move it

44

00:02:59.050 --> 00:03:01.940

into its, uh, required, uh, position

45

00:03:05.500 --> 00:03:09.270

like that. So, looking at the structure, it looks good now.

46

00:03:10.260 --> 00:03:12.960

All right. Um, another one,

47

00:03:12.960 --> 00:03:16.400

if we look at some of these overlay as an example,

48

00:03:16.460 --> 00:03:21.040

you can see this changes marked there with this little star just expanding that,

49

00:03:21.040 --> 00:03:22.480

we're gonna have a look at the changes that, um,

50

00:03:22.590 --> 00:03:26.320

have already been selected and saved by a previous user.

51

00:03:26.820 --> 00:03:29.800

It looks like there's a modify to a schedule section.

52

00:03:30.380 --> 00:03:34.960

That's what's happened here. So schedule to clause 43.01

53

00:03:35.340 --> 00:03:36.960

- the heritage overlay.

54

00:03:37.340 --> 00:03:41.800

If I want to change the section of that schedule to modify, for example,

55

00:03:42.120 --> 00:03:43.560

heritage places, that's a common one.

56

00:03:44.060 --> 00:03:48.920

So I would select this modify icon and click

57

00:03:48.940 --> 00:03:53.170

on modify schedule section. Now I've got little pen here.

58

00:03:53.670 --> 00:03:58.530

You can see the selections that have been made that I haven't yet saved. Uh,

59

00:03:58.920 --> 00:04:02.370

it's, it's kind of a little bit, um, brighter in color.

60

00:04:02.670 --> 00:04:05.450

You can see the little pen, but this one here was, uh,

61

00:04:05.450 --> 00:04:09.480

part of a previous save and submission to the authoring system.

62

00:04:10.180 --> 00:04:14.960

If I don't need to make this change anymore, I can click this "undo"

63

00:04:16.890 --> 00:04:21.230

and that been deselected from the uh, scheme.

64

00:04:21.250 --> 00:04:24.590

So having a look at other ordinance changes that we can do using this, uh,

65

00:04:24.590 --> 00:04:28.310

this tool, you can include VPP ordinances.

66

00:04:28.330 --> 00:04:32.230

So I select the plus symbol at the, um,

67

00:04:33.570 --> 00:04:38.260

say the clause level - selecting that plus symbol,

68

00:04:40.020 --> 00:04:42.940

I can see the available sub clause item.

69

00:04:43.160 --> 00:04:47.980

So I might include this one for Salinity management overlay. Click on that,

70

00:04:48.410 --> 00:04:50.380

that comes down here. Now,

71

00:04:50.380 --> 00:04:54.260

when you do add in either new sub sub claus sections, what happens,

72

00:04:54.680 --> 00:04:59.300

it does appear at the bottom of the listing for that relevant, uh,

73

00:04:59.360 --> 00:05:02.900

clause or or sub clause. Um, in this case,

74

00:05:04.200 --> 00:05:08.220

now you will need to move this to relocate it. So I'm just gonna move it.

75

00:05:08.530 --> 00:05:11.940

I've created it. So I'm just gonna move it now to its proper location,

76

00:05:11.940 --> 00:05:15.100

which I've just done this. Now it's all in the proper structure.

77

00:05:16.320 --> 00:05:21.140

And then what a user can do, they can click this plus sign against this new,

78

00:05:21.200 --> 00:05:24.860

uh, included VPP item. Clicking that plus sign,

79

00:05:25.620 --> 00:05:27.540

I can include a new schedule

80

00:05:29.080 --> 00:05:31.420

and then I'll put in "Schedule 1".

81

00:05:31.520 --> 00:05:35.020

Now you see that just dropped down to the bottom of that listing,

82

00:05:35.020 --> 00:05:36.540

and I'm just gonna click on that plus sign.

83

00:05:36.540 --> 00:05:41.260

So what I see now is that new included VPP item ghosted

84

00:05:41.260 --> 00:05:43.620

behind that is all of these sub-clause sections,

85

00:05:44.200 --> 00:05:47.900

and then I have the schedule that I just added and I've updated that number.

86

00:05:48.160 --> 00:05:49.140

So what I'm gonna do,

87

00:05:49.880 --> 00:05:54.820

I'm gonna select "save" to put those changes in what's happening at this

88

00:05:54.820 --> 00:05:56.820

stage. The ordinance items that

89

00:05:56.820 --> 00:05:58.120

I've selected to change,

90

00:05:58.120 --> 00:06:02.930

whether it be items I'm creating or including VPP

91

00:06:03.010 --> 00:06:07.650

items or modifying, even deleting, that's going away.

92

00:06:07.650 --> 00:06:10.410

and it's updating the amendment document in Keystone.

93

00:06:10.590 --> 00:06:12.570

Or if this was the first time this has ever been done,

94

00:06:12.570 --> 00:06:17.010

it'd be creating the amendment document in Keystone. When that's complete,

95

00:06:17.070 --> 00:06:21.810

you returned to the amendment detail screen and um,

96

00:06:22.590 --> 00:06:25.490

you can then select this link to go to the authoring system.

97

00:06:25.920 --> 00:06:27.570

That'll open up the authoring system,

98

00:06:30.080 --> 00:06:33.610

logging in to the, uh, authoring keystone system.

99

00:06:34.640 --> 00:06:37.650

I've already logged into this system at the moment. Again, this,

100

00:06:37.720 --> 00:06:39.570

this is all just test data,

101

00:06:43.170 --> 00:06:45.910

uh, clicking on my amendment document.

102

00:06:45.920 --> 00:06:48.830

Let's have a look at that and let's see the changes that have come through.

103

00:06:50.010 --> 00:06:52.390

So expand, um, I'm on the edit screen here in,

104

00:06:52.450 --> 00:06:54.350

in Keystone in the at authoring system.

105

00:06:54.530 --> 00:06:58.670

So expand the entire document structure and we can see all of the, uh,

106

00:06:58.810 --> 00:06:59.870

new sections here.

107

00:07:00.730 --> 00:07:05.550

So anything that has been added or modified will be in usually,

108

00:07:05.730 --> 00:07:08.390

uh, a clause order or sub-clause order, I should say.

109

00:07:08.650 --> 00:07:11.910

And then down the bottom of this listing of this table of contents and document

110

00:07:12.150 --> 00:07:17.110

structure, anything I've deleted will all be available as a system note, uh,

111

00:07:17.170 --> 00:07:18.630

for me in this, um,

112

00:07:18.650 --> 00:07:23.350

bottom section as well with little notes saying this has being deleted.

113

00:07:23.530 --> 00:07:26.590

The schedule that I've added into this, uh,

114

00:07:27.070 --> 00:07:28.790

salinity management overlay,

115

00:07:28.850 --> 00:07:33.750

you can see it's come with all the relevant sections as well for me to

116

00:07:33.950 --> 00:07:35.910

complete. And I've got my template data there.

117

00:07:36.530 --> 00:07:40.550

If I wanted to make a change again to the ordinance changes of this screen,

118

00:07:40.830 --> 00:07:44.870

I would make sure I'd close down this, um, editor window or this, what,

119

00:07:44.870 --> 00:07:49.550

what I call this, uh, editor tab. And I'll close that down and then, um,

120

00:07:50.740 --> 00:07:55.110

come back into the screen and go back into my ordinance changes selection tool

121

00:07:55.110 --> 00:07:56.430

again, uh, and then here,

122

00:07:56.430 --> 00:08:00.190

and then make the appropriate changes as needed and making sure you hit save.

123

00:08:00.610 --> 00:08:04.870

If by chance you've selected some changes and you're thinking, oh,

124

00:08:05.230 --> 00:08:09.470

I want to take it back to my last previous submission to authoring,

125

00:08:09.770 --> 00:08:13.830

you can click this reset this reset form button,

126

00:08:14.250 --> 00:08:18.910

and that'll take this form of the ordinance changes back to the stage

127

00:08:18.980 --> 00:08:20.710

that it was, um, last at,

128

00:08:21.090 --> 00:08:25.550

on the last submission or the last save in, uh,

129

00:08:25.870 --> 00:08:30.670

updating the amendment document in Keystone when using the ordinance Changes

130

00:08:30.820 --> 00:08:34.870

tool, there might be a stage that as you go into the tool,

131

00:08:35.010 --> 00:08:38.670

you might receive some failed instruction messages at the top of the tool.

132

00:08:38.670 --> 00:08:39.750

And this is just a quick,

133

00:08:39.920 --> 00:08:44.470

quick example of what you may see in the

134

00:08:44.470 --> 00:08:46.830

ordinance changes, um, tool screen.

135

00:08:47.050 --> 00:08:50.910

And it appears at the top of the affected planning schemes, um, section.

136

00:08:51.370 --> 00:08:54.470

So where an ordinance has been selected to be changed,

137

00:08:54.760 --> 00:08:58.720

where it's been affected by an update to the actual planning scheme that you're

138

00:08:58.720 --> 00:08:59.553

working on,

139

00:08:59.900 --> 00:09:04.400

you will be alerted with these failed instructions

140

00:09:04.750 --> 00:09:07.640

message; and just follow the instructions on screen.

141

00:09:07.700 --> 00:09:11.920

It might mean that you might need to remove the instruction, which is, um,

142

00:09:12.020 --> 00:09:14.920

for example, ticking this tick box in this example on screen.

143

00:09:15.500 --> 00:09:20.160

And that would update the ordinance changes that have been made to resolve any

144

00:09:20.340 --> 00:09:23.400

failed instructions. Okay,

145

00:09:23.420 --> 00:09:27.840

so a couple of reminders when using the Ordinance Changes tool in ATS tracking

146

00:09:28.020 --> 00:09:28.960

on the online portal.

147

00:09:29.350 --> 00:09:32.640

When Amendment includes changes to ordinance and the planning scheme,

148

00:09:32.740 --> 00:09:35.320

the ordinance changes functionality will need to be used.

149

00:09:36.100 --> 00:09:39.600

And that is where a user will select the ordinance from the relevant planning

150

00:09:39.600 --> 00:09:43.440

scheme to either modify, create, move, include,

151

00:09:43.440 --> 00:09:47.200

or exclude a VPP level ordinance as well. So after the selections,

152

00:09:47.370 --> 00:09:49.440

aside from the ordinance changes tool,

153

00:09:49.900 --> 00:09:53.360

the system will generate that amendment document in its authoring the Keystone

154

00:09:53.360 --> 00:09:57.960

product. And that document will include ordinance copy from master version

155

00:09:58.530 --> 00:10:00.960

where a modify or move has been selected.

156

00:10:02.210 --> 00:10:06.990

It will also include system notes for any deleted included VPP items

157

00:10:07.170 --> 00:10:09.590

and any excluded VPP items as well.

158

00:10:09.730 --> 00:10:14.630

And when a template has been selected to create new ordinance into the planning

159

00:10:14.630 --> 00:10:15.290

scheme,

160

00:10:15.290 --> 00:10:19.950

all of the relevant schedule sections and schedule header will be

161

00:10:19.950 --> 00:10:24.870

present in that amendment document. Once the processing has been completed,

162

00:10:25.770 --> 00:10:30.110

the user who saved the ordinance changes will receive an email

163

00:10:30.570 --> 00:10:34.670

and also there will be a link to the ATS authoring system from the amendment

164

00:10:34.670 --> 00:10:37.150

details page. So when using ATS

165

00:10:37.810 --> 00:10:42.200

key things to remember is that when an amendment does include changes to

166

00:10:42.200 --> 00:10:45.120

ordinance that you do use that ordinance changes tool and then update ordinance

167

00:10:45.120 --> 00:10:47.840

using the ATS authoring keystone system.

168

00:10:49.140 --> 00:10:53.160

The next modules cover the authoring work. And don't forget,

169

00:10:53.160 --> 00:10:56.880

we have a community of users and support the schemes and amendments.

170

00:10:57.040 --> 00:11:01.000

Yamma community is a member only community available for the users of the

171

00:11:01.000 --> 00:11:04.480

amendment tracking system where users can keep up to date with system

172

00:11:04.480 --> 00:11:06.600

enhancements and training opportunities.

173

00:11:08.000 --> 00:11:09.520

Planning support is there to assist as well.

174

00:11:09.590 --> 00:11:12.000

It's best to send them an email at

175

00:11:12.300 --> 00:11:15.880

planning.support@delwp.vic.gov au.

176

00:11:16.340 --> 00:11:20.760

And there's user guides available online via the ATS landing page.