

PLAN CHECK



ONLINE PLAN-CHECKING IN DSLIVE



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PlanCheck is a web based solution that enables Local Authorities to carry out their plan-checking tasks online within DataSpace Live, our online system used by authorities to accept, process and approve applications.

Authorities can assess and comment on plans against a comprehensive 'Check' List. As they work their way through the list they can assign statuses, report outstanding conditions and even add comments to each check.

At any time the authority can use a 'Notify' button to send an automated email or text message of any outstanding conditions that require attention to the applicant or agent. The applicant or agent can then login to their Submit-a-Plan account to respond with a comment or upload any documents as required.

PlanCheck is another step in our goal to move all building control tasks online into DSLive to improve efficiency. With DSLive accessible from any location with internet access, PlanCheck is also a great solution to the increasing need of authorities to have employees working from home or to externalize their plan and structural checking activities to outside providers while still preserving the confidentiality of sensitive application or document information.

The PlanCheck Tab

Each online application in DSLive will have its own 'PlanCheck' tab with a check-list of checks to work through.

Under the PlanCheck tab are tools for creating a check-list, changing a check's status, adding comments and notifying the applicant and agent of outstanding issues.

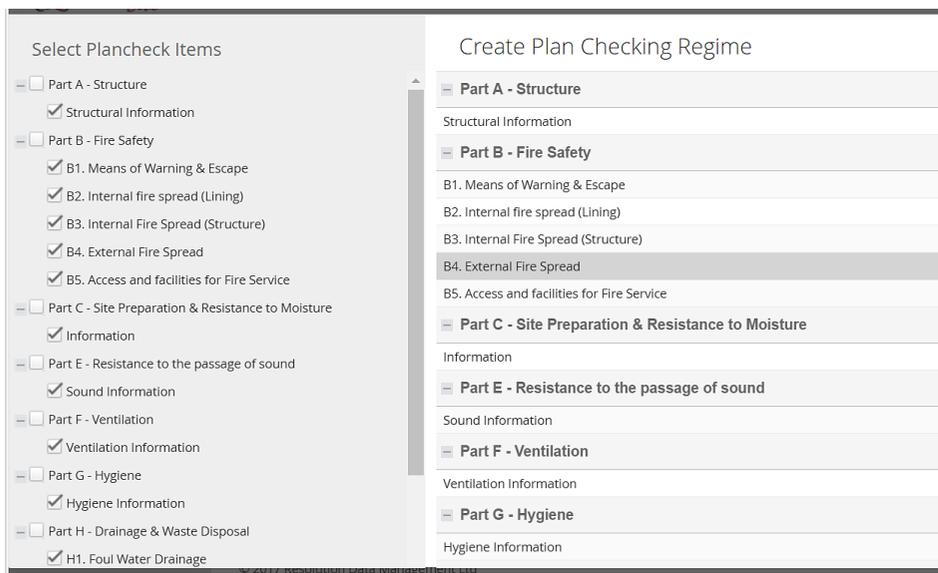
The screenshot displays the DSLive PlanCheck interface for application 15/4321/EFP. The main navigation bar includes 'Download', 'Plan Checking', and 'Email'. The 'Plan Checking' toolbar contains icons for 'Regime', 'Status', 'Notify', 'Comment', and 'Download'. A large checkmark icon is overlaid on the interface. A 'System Notification' box states: 'The Applicant/Agent has now been notified of the Outstanding Issues.' The 'Required Planchecks' section lists 'Part A - Structure' (expanded to show 'Structural Information'), 'Part B - Fire Safety', 'B1. Means of Warning & Escape', and 'B2. Internal fire spread (Lining)'. The 'Documents' section shows a comment from 'LA USER1' dated 02 Feb 2017: 'Please supply structural information'. A 'Status' dropdown menu is open, showing three options: 'Information outstanding' (red flag), 'Information received and being assessed by BCO' (orange flag), and 'Information received and approved' (green flag). The footer indicates '© 2017 Resolution Data Management Ltd'.

The 'Check'-List

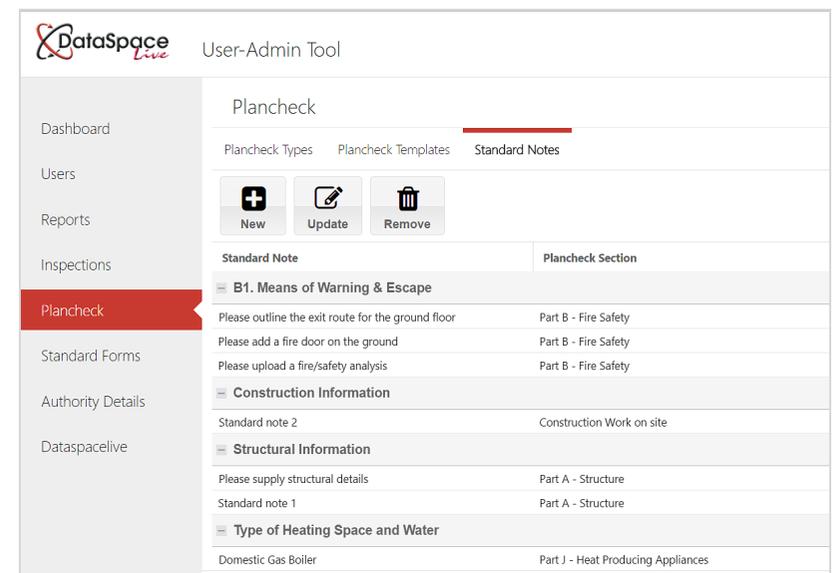
Authorities can create their own checks, check-lists and standard responses to use in PlanCheck.

Once setup templates of regularly used check-lists can be saved or unique check-lists can be created.

Your checks and templates can be then be managed and edited in our User Admin Tool.



adding checks to a check-list in the plan-check tab



managing your standard response in the admin tool

Status, Comments & Activity

Changing a Check's Status

As an authority works their way through the check-list coloured flags and statuses can be assigned to represent whether a check has been approved or has outstanding issues. To those with a status of 'outstanding issues' the authority can add comments and requests for further documents and information.

Comments & Activity

Comments can be added to particular checks or as general comments. Comments can then be viewed by clicking on a check or under the 'notes' tab and can either be made visible to the applicant or agent or private. All activity carried out by the plan-checker and the applicant or agent is recorded under the 'activity' tab.

The screenshot shows a 'Plancheck Comment' form. At the top, it displays the address: 'id Floor, 3, Royal Crescent, Cheltenham Gloucestershire GL503DA'. Below this, there are 'Comment Options' with two radio buttons: 'Information Outstanding' (selected) and 'Information received & being assessed by BCO'. A text input field contains the comment: 'Please outline the exit route for the ground floor'. Below the input field are four buttons: 'Status', 'Notify', 'Comment', and 'Download'. The 'Status' button is open, showing a dropdown menu with three options: 'Information outstanding' (with a red flag icon), 'Information received and being assessed by BCO' (with an orange flag icon), and 'Information received and approved' (with a green flag icon). Below the dropdown is a text area with a dropdown menu labeled 'Choose a standard comment' and three pre-filled options: 'Please outline the exit route for the ground floor', 'Please add a fire door on the ground', and 'Please upload a fire/safety analysis'.

The screenshot shows the 'Activity' tab of the system. It features a table with two columns: 'Date/Time' and 'Description'. The table contains the following entries:

Date/Time	Description
13 Mar 2017 2:4...	Mr. LA USER1 has changed the status of Part B - Fire Safety - B1. Means of Warning & ▲
13 Mar 2017 2:1...	Notification of outstanding issues has been sent by Mr. LA USER1
02 Feb 2017 2:20...	Mr. LA USER1 has added a comment.
02 Feb 2017 2:08...	Mr. LA USER1 has added a comment.
02 Feb 2017 10:5...	Miss. Sarah Cutler has added a comment.
02 Feb 2017 10:4...	Notification of outstanding issues has been sent by Mr. LA USER1
02 Feb 2017 10:4...	Mr. LA USER1 has changed the status of Part A - Structure - Structural Information to ▼

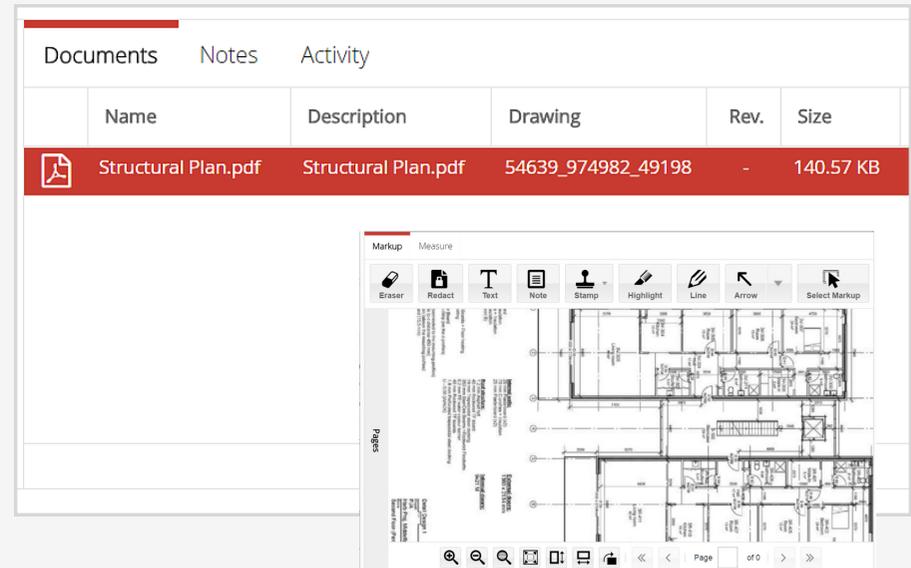
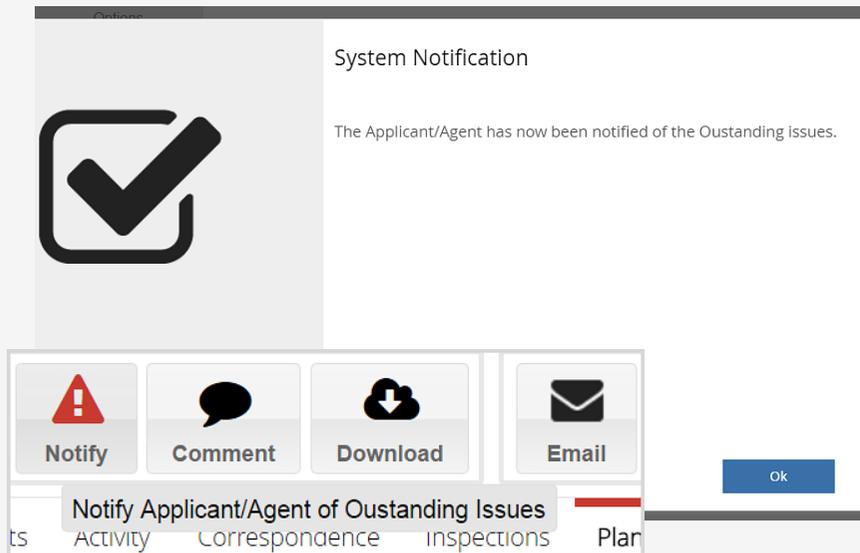
Notifying the applicant or agent

Notifying about Information Outstanding

You may reach a check in your check-list where the information you have is not satisfactory. Once the status of a check has been changed to 'Information Outstanding' a comment can be added requesting more details or documents from the applicant or agent. DSLive will send the applicant or agent an email or text message alert.

The Applicant or Agent's Response

Once they receive their alert the applicant or agent can login to their Submit-a-Plan account to view the details and comments. They are provided with the tools to upload documents and send a response comment. The document and comments the applicant/agent add will appear against the relevant check as well as under the 'Documents', 'Notes' and 'Activity' tabs.



Key PlanCheck Features & Benefits

- Web based solution in DSLive > Efficient online electronic plan-checking facility
- Create & manage your own checks & check-lists > Configure to your authority's own plan-checking process
- Add comments & statuses to checks > All assessments & conditions logged against online application
- Notify of outstanding issues by automated email or text > Quicker communication with applicant/agent
- Request further details or documents in online comments > Quicker request for information, less time spent emailing or on the phone
- Easy response & document upload for applicants > Receive information quicker, speeds up plan-checking process
- Integrated multi-format document viewer > Flexibility in supporting 250+ file document formats & varied sizes
- Advanced viewing, measuring & markup tools > Assess documents & plans with more accuracy
- Download documents and drawings > Save documents to your computer, flexibility for freelancers
- Comments, Documents & Activity Tab > Full activity and communication audit trail
- Secure solution > Protects privacy and confidentiality of data
- No software required for consultees > Viewing quick and easy, no confusing installation required
- Access on any device from any location with internet > Facilitates flexible out of office working for team & freelance plan-checkers
- Hosted, maintained and updated by Resolution > Hassle free, latest versions and support and training available
- Works with online scanning bureau services > Easily turn paper applications into electronic for plan-checking in DSLive



Helps Reduce
CO₂ Emmissions

By reducing printing, postage and fuel connected to sending and receiving documents by post, authorities and their clients reduce their carbon footprint and save trees!

PlanCheck Prices

PlanCheck is available to our 'Submit-a-Plan Approve' and 'Submit-a-Plan Office' authority accounts.

To find out about PlanCheck prices please inquire by email or phone at the below details or request an account price list.

Request a Demo

If you'd like to book a free online demo, inquire about a subscription or just have a question about PlanCheck, please contact us any time, we'd love to have a chat.

Contact Us

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