



Department of Planning and Environment

# Guidance for the Biodiversity Development Assessment Report Template

References for requirements



© 2022 State of NSW and Department of Planning and Environment

With the exception of photographs, the State of NSW and Department of Planning and Environment are pleased to allow this material to be reproduced in whole or in part for educational and non-commercial use, provided the meaning is unchanged and its source, publisher and authorship are acknowledged. Specific permission is required for the reproduction of photographs.

The Department of Planning and Environment (DPE) has compiled this report in good faith, exercising all due care and attention. No representation is made about the accuracy, completeness or suitability of the information in this publication for any particular purpose. DPE shall not be liable for any damage which may occur to any person or organisation taking action or not on the basis of this publication. Readers should seek appropriate advice when applying the information to their specific needs.

All content in this publication is owned by DPE and is protected by Crown Copyright, unless credited otherwise. It is licensed under the [Creative Commons Attribution 4.0 International \(CC BY 4.0\)](#), subject to the exemptions contained in the licence. The legal code for the licence is available at [Creative Commons](#).

DPE asserts the right to be attributed as author of the original material in the following manner: © State of New South Wales and Department of Planning and Environment 2022.

Cover photo: Langidoon and Metford Stations. John Spencer/DPE

Published by:

Environment and Heritage  
Department of Planning and Environment  
Locked Bag 5022, Parramatta NSW 2124  
Phone: +61 2 9995 5000 (switchboard)  
Phone: 1300 361 967 (Environment, Energy and Science enquiries)  
TTY users: phone 133 677, then ask for 1300 361 967  
Speak and listen users: phone 1300 555 727, then ask for 1300 361 967  
Email: [info@environment.nsw.gov.au](mailto:info@environment.nsw.gov.au)  
Website: [www.environment.nsw.gov.au](http://www.environment.nsw.gov.au)

Report pollution and environmental incidents  
Environment Line: 131 555 (NSW only) or [info@environment.nsw.gov.au](mailto:info@environment.nsw.gov.au)  
See also [www.environment.nsw.gov.au](http://www.environment.nsw.gov.au)

ISBN 978-1-922767-85-1  
EES 2022/0209  
April 2022

Find out more about your environment at:

**[www.environment.nsw.gov.au](http://www.environment.nsw.gov.au)**

# Contents

Introduction	1
How to use the template	1
Delete grey guidance notes	1
Purpose	1
Evidence-based justification	2
More information	2
References for BDAR requirements	3
Attachment 1: Template – Biodiversity Development Assessment Report	10

# Introduction

A template (Attachment 1) has been created to assist assessors to prepare a Biodiversity Development Assessment Report (BDAR) for a proposed development.

To edit the BDAR template you will need to download the editable Microsoft Word template. To access the editable template version please go to 'BAR Templates' on the *Assessor resources* webpage (see 'More information' below).

This *Guidance for the Biodiversity Development Assessment Report Template* links sections of the template with sections of the Biodiversity Assessment Method (BAM), operational manuals and other sources of requirements and guidelines. If assessors or decision-makers are uncertain what is expected in a section of the template, they can use the table of references below to point them to more details. For example, if they are seeking clarification for the vegetation integrity survey in Section 2.2.4 of the template, the table identifies that the relevant details are in BAM 2020 Subsection 4.3.4 and Operational manual Stage 1 subsections 3.4.1 and 3.4.2.

Templates will also be developed for a Biodiversity Certification Assessment Report and Biodiversity Stewardship Assessment Report.

## How to use the template

### Delete grey guidance notes

Guidance notes shown in grey, and angled brackets used to indicate insertions or deletions (e.g.<Insert name>), should be deleted as the accredited assessor (assessor) completes the template.

Other template content should only be deleted if it is marked 'optional' or 'where relevant', and it is not relevant.

Only one row is provided in each table. Assessors will need to add more rows as required. If the row to be duplicated contains check boxes, etc. to duplicate these you will need to copy and paste the entire row as many times as needed for your data.

### Purpose

It is not compulsory for assessors to prepare their BDAR using the template. It sets out the minimum requirements for a BDAR to be prepared in accordance with the BAM 2020. Its main use is for a BDAR for development that requires consent under Part 4 of the *Environmental Planning and Assessment Act 1979* (EP&A Act); however, it can be modified for other types of proposal such as:

- i an activity that requires approval under Part 5, Division 5.1 of the EP&A Act and the proponent has opted-in to the Biodiversity Offsets Scheme (BOS)
- ii development that requires approval under Part 5, Division 5.2 of the EP&A Act
- iii clearing that requires approval from the Native Vegetation Panel under Part 5A of the *Local Land Services Act 2013* (LLS Act) or the *State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017* (Vegetation SEPP).

Where the term ‘development’ is used in the BDAR template, this can also mean ‘activities’ or ‘clearing’. Assessors should modify when required.

Decision-makers can use the template as an example of the minimum requirements for a BDAR. Decision-makers may also request additional information necessary to support their decision-making.

## Evidence-based justification

In accordance with the BAM, evidence-based justification is required throughout the BDAR. It supports the assessor’s decisions about methods, techniques and outcomes. It is also important for decision-makers who review the BDAR. It demonstrates the scientific rigour of the assessor’s work and determines the level of confidence the decision-maker can have on the information provided in the BDAR. Examples of appropriate evidence include:

- peer-reviewed, published literature
- field reconnaissance methods and results
- reference to attribute scores for the vegetation integrity assessment
- photographic evidence
- maps
- quantitative analysis of existing and new site survey data and matching this to data in BAM online resources, e.g. BioNet (Atlas, Threatened Biodiversity Data Collection (TBDC), Systematic Flora Survey, Vegetation Classification) and Sharing and Enabling Environmental Data (SEED).

## More information

- [Assessor resources](#)

## References for BDAR requirements

The reporting requirements for Biodiversity Development Assessment Reports (BDARs) are contained within the Biodiversity Assessment Method (BAM), operational manuals and other sources of information, such as legislation and guidelines. The table below outlines the key sources for each section of the Biodiversity Development Assessment Report Template. Other sources of guidance should also be followed where relevant.

BDAR template section	BAM 2020*	Operational manual^	Other
<b>Declarations</b>			
i Certification under clause 6.15 of the <i>Biodiversity Conservation Act 2016</i>			BC Act: clause 6.15 BC Regulation: clause 6.8(e)
ii Details and experience of author/s and contributors			BC Regulation: clause 6.8
iii Conflict of interest			Accredited BAM Assessor Code of Conduct
<b>Stage 1 Biodiversity assessment</b>			
<b>1 Introduction</b>			
1.1 Proposed development			
1.1.1 Development overview	Chapter 2(2.)	Section 1.3	
1.1.2 Location			
1.1.3 Proposed development and the subject land	Chapter 2(2.) and 2(3.a–3.b.)	Section 1.3	
1.1.4 Other documentation			
1.2 Biodiversity Offsets Scheme trigger	Chapter 2(3.c.)	Section 1.3	BC Act: clause 7.2, 7.3, 7.4 BC Regulation: clause 7.1, 7.1A, 7.3, 7.2
1.3 Excluded impacts	Section 1.5(1.d.)		BC Act: clause 6.8(3)
1.4 Matters of national environmental significance			EPBC Act
1.5 Information sources	Section 1.4 and Appendix K		

BDAR template section	BAM 2020*	Operational manual^	Other
<b>2 Methods</b>			
2.1 Site context methods	–	–	–
2.1.1 Landscape features		Section 2.4	
2.1.2 Native vegetation cover		Section 2.4	
2.2 Native vegetation, threatened ecological communities and vegetation integrity methods	–	–	–
2.2.1 Existing information	Section 4.2(4.), Subsection 4.2.3(1.a–1.b.)	Subsection 3.3.1(1.)	
2.2.2 Mapping native vegetation extent	Subsection 4.2.3(1.c–1.e.)	Subsection 3.3.1(7.)	
2.2.3 Plot-based vegetation survey	Subsection 4.2.1	Subsection 3.3.1	
2.2.4 Vegetation integrity survey	Subsection 4.3.4	Subsection 3.4.1, Subsection 3.4.2	
2.3 Threatened flora survey methods	–	–	–
2.3.1 Review of existing information			
2.3.2 Habitat constraints assessment			
2.3.3 Field surveys	Section 5.3	Subsection 4.4.4	DPIE survey guidelines (e.g. threatened plants and their habitats)
2.4 Threatened fauna survey	–	–	–
2.4.1 Review of existing information	Chapter 5(2.)		
2.4.2 Habitat constraints assessment			
2.4.3 Field surveys	Section 5.3	Subsection 4.4.4	DPIE survey guidelines (e.g. ‘Species credit’ threatened bats and their habitats; or Threatened Frogs)
2.5 Weather conditions	Appendix K	Table 9	DPIE survey guidelines (as above)

<b>BDAR template section</b>	<b>BAM 2020*</b>	<b>Operational manual^</b>	<b>Other</b>
2.6 Limitations		Table 9	DPIE survey guidelines (as above)
<b>3 Site context</b>			
3.1 Assessment area	Subsection 3.1.1	Table 1	
3.2 Landscape features	–	–	–
3.2.1 IBRA bioregions and IBRA subregions	Subsection 3.1.3(2.)	Table 1, Subsection 2.2.1	
3.2.2 Rivers, streams, estuaries and wetlands	Subsection 3.1.3(3–4.)	Table 1, Subsection 2.2.2	
3.2.3 Habitat connectivity	Subsection 3.1.3(5–6.)	Table 1, Subsection 2.2.3	
3.2.4 Karst, caves, crevices, cliffs, rocks or other geological features of significance	Subsection 3.1.3(7)	Table 1, Subsection 2.2.4	
3.2.5 Areas of outstanding biodiversity value	Subsection 3.1.3(8–9.)	Table 1, Subsection 2.2.5	
3.2.6 NSW (Mitchell) landscape	Subsection 3.1.3(10.)	Table 1, Subsection 2.2.6	
3.2.7 Additional landscape features identified in SEARs	subsection 3.1.3(11.)		
3.2.8 Soil hazard features	Subsection 3.1.3(12.)	Table 1, Subsection 2.2.7	
3.3 Native vegetation cover	Subsection 3.1.3(13.), Section 3.2	Table 1, Section 2.3	
<b>4 Native vegetation, threatened ecological communities and vegetation integrity</b>			
4.1 Native vegetation extent	Section 4.1		
4.1.1 Changes to the mapped native vegetation extent	Subsection 4.1.1	Table 2	
4.1.2 Areas that are not native vegetation	Subsection 4.1.2	Table 2	
4.2 Plant community types	Section 4.2	Subsection 3.3.1	–
4.2.1 Overview			
4.2.2 PCT ID and name	–	–	BioNet Vegetation Classification
4.2.2.1 PCT overview	Section 4.2, Appendix K	Table 2	



<b>BDAR template section</b>	<b>BAM 2020*</b>	<b>Operational manual^</b>	<b>Other</b>
4.2.2.2 Condition states		Table 1, Subsection 3.3.2	
4.2.2.3 Justification of PCT selection	Subsection 4.2.3(2.a–2b.)	Table 2	
4.2.2.4 Alignment with TECs	Subsection 4.2.2	Table 2	
4.2.2.5 Alignment with EPBC Act listed ECs			
4.3 Threatened ecological communities	Subsection 4.2.2	Table 2	
4.4 Vegetation zones	Subsections 4.3.1 and 4.3.2	Table 2, Subsection 3.3.2, Subsection 3.3.3	
4.5 Vegetation integrity (vegetation condition)	Subsection 4.3.3	Section 3.4	–
4.5.1 Vegetation integrity survey plots	Subsection 4.3.4	Subsection 3.4.1, Subsection 3.4.2	
4.5.2 Scores	Section 4.4	Table 2, Subsection 3.4.3	
4.5.3 Use of benchmark data	Subsection 1.4.2, Subsection 4.3.3(5.b.), Appendix A	Table 2, Subsection 3.4.4, Subsection 3.4.5	
<b>5 Habitat suitability for threatened species</b>			
5.1 Identification of threatened species for assessment	Section 5.1	Section 4	
5.1.1 Ecosystem credit species	Subsections 5.1.1, 5.2.1 and 5.2.2	Table 9, Section 4.3, Subsection 4.4.1, Subsection 4.4.2	BioNet Threatened Biodiversity Data Collection
5.1.2 Species credit species	Subsections 5.1.2, 5.2.1, 5.2.2 and 5.2.3	Table 9, Section 4.3, Subsection 4.4.1, Subsection 4.4.3	BioNet Threatened Biodiversity Data Collection
5.2 Presence of candidate species credit species	Subsection 5.2.4	Table 9, Subsection 4.4.4	
5.3 Threatened species surveys	Section 5.3	Table 9, Subsection 4.4.4	
5.4 Expert reports	Section 5.3(1.a.), Box 3	Table 9, Subsection 4.4.4	
5.5 More appropriate local data	Subsection 1.4.2	Table 9	
5.6 Area or count, and location of suitable habitat for a species credit species (a species polygon)	Subsections 5.2.5 and 5.2.6, Section 5.4, Box 2	Table 9, Subsection 4.4.5, Subsection 4.4.6, Section 4.5	

<b>BDAR template section</b>	<b>BAM 2020*</b>	<b>Operational manual^</b>	<b>Other</b>
<b>6 Identifying prescribed impacts</b>	Chapter 6	Section 5.2	
<b>Stage 2 Impact assessment (biodiversity values and prescribed impacts)</b>			
<b>7 Avoid and minimise impacts</b>			
7.1 Avoid and minimise direct and indirect impacts	Section 7.1	Subsection 1.2.1, Subsection 1.2.2	
7.1.1 Project location	Subsection 7.1.1	Subsection 1.2.1, Subsection 1.2.2	
7.1.2 Project design	Subsection 7.1.2	Subsection 1.2.1, Subsection 1.2.2	
7.2 Avoid and minimise prescribed impacts	Section 7.2	Subsection 1.2.1, Subsection 1.2.2	
7.2.1 Project location	Subsection 7.2.1	Subsection 1.2.1, Subsection 1.2.2	
7.2.2 Project design	Subsection 7.2.2	Subsection 1.2.1, Subsection 1.2.2	
7.3 Other measures considered		Subsection 1.2.3	
7.4 Summary of measures to avoid and minimise impacts			
<b>8 Impact assessment</b>			
8.1 Direct impacts	Section 8.1	Section 2.2	
8.1.1 Residual direct impacts	Section 8.1(2.)	Section 2.2	
8.1.2 Change in vegetation integrity score	Subsection 8.1.1	Section 2.3	
8.2 Indirect impacts	Section 8.2	Section 2.4	
8.3 Prescribed impacts	Section 8.3	Section 2.5	
8.3.1 Karst, caves, crevices, cliffs, rocks or other geological features of significance	Subsection 8.3.1	Section 2.5	
8.3.2 Human-made structures	Subsection 8.3.2	Section 2.5	

<b>BDAR template section</b>	<b>BAM 2020*</b>	<b>Operational manual^</b>	<b>Other</b>
8.3.3 Non-native vegetation	Subsection 8.3.2	Section 2.5	
8.3.4 Habitat connectivity	Subsection 8.3.3	Section 2.5	
8.3.5 Waterbodies, water quality and hydrological processes	Subsection 8.3.4	Section 2.5	
8.3.6 Wind turbine strikes	Subsection 8.3.5	Section 2.5	
8.3.7 Vehicle strikes	Subsection 8.3.6	Section 2.5	
8.4 Assessing and mitigating residual impacts on biodiversity values	Section 8.4	Section 2.6	
8.5 Adaptive management strategy for uncertain impacts	Section 8.5	Section 2.7	
<b>9 Serious and irreversible impacts</b>			
9.1 Assessment for serious and irreversible impacts on biodiversity values	Section 9.1	Section 3.2	
9.1.1 Additional impact assessment provisions for TECs at risk of an SAI	Subsection 9.1.1	Subsection 3.2.1	
9.1.2 Additional impact assessment provisions for threatened species at risk of an SAI	Subsection 9.1.2	Subsection 3.2.2	
<b>10 Impact summary</b>			
10.1 Determine an offset requirement for impacts	Section 9.2	Section 3.3	
10.1.1 Impacts on native vegetation and TECs or ECs (ecosystem credits)	Subsection 9.2.1	Section 3.3	
10.1.2 Impacts on threatened species and their habitat (species credits)	Subsection 9.2.2	Section 3.3	
10.1.3 Indirect and prescribed impacts	Section 8.6 and Subsection 9.2.2(4.)		
10.2 Impacts that do not need further assessment	Section 9.3	Section 3.3	
<b>11 Biodiversity credit report</b>			
11.1 Ecosystem credits	Subsection 10.1.2	Subsection 4.2.1	
11.2 Species credits	Subsection 10.1.3	Subsection 4.2.2	

BDAR template section	BAM 2020*	Operational manual^	Other
<b>Figures</b>			
1 Site Map	Subsection 3.1.1	Stage 1: Table 1, Section 1.2(1.)	
2 Location Map	Subsection 3.1.2	Stage 1: Table 1, Section 1.2(2.)	
3 Development layout		Stage 1: Section 1.3	
4 Biodiversity Values Map		Stage 1: Section 1.3	Biodiversity Values Map
5 Excluded impacts	Section 1.5	Stage 1: Section 2.3	
6 Field survey locations	Appendix K	Stage 1: Table 2, Table 9	
7 Native vegetation extent	Section 4.1	Stage 1: Table 2, Section 3.2	
8 Plant community types	Sections 4.2(1.) and 4.2(5.), Subsections 4.2.1(5.) and 4.2.3(2.b.)	Stage 1: Table 2	
9 Threatened ecological communities and ecological communities	Subsection 4.2.2(3.)	Stage 1: Table 2	
10 Vegetation zones	Subsection 4.3.1(1.), Appendix K	Stage 1: Table 2, Subsection 3.3.2, Subsection 3.3.3	
11 Candidate species credit species records and species polygons	Subsection 5.2.5	Stage 1: Table 9, Section 4.5	
12 Final impacts likely to occur on the subject land	Appendix K	Stage 2: Section 2.1	
13 Wind turbine disturbance zone	Subsection 8.3.5(1.c.)		
14 Serious and irreversible impacts	Appendix K	Stage 2: Section 3.1	
15 Thresholds for assessing and offsetting impacts	Chapter 9		

\* Appendix K only referenced where another BAM 2020 source is not noted, or where it expands upon the requirements.

^Section references for Stage 1 are derived from BAM 2020 Operational Manual Stage 1, and section references for Stage 2 are derived from BAM Operational Manual Stage 2, which has only been published for BAM 2017.

# **Attachment 1: Template – Biodiversity Development Assessment Report**

The attached template is non-editable as it is in portable document format (PDF). To download the template as an editable Word document please go to 'BAR Templates' on the *Assessor resources* webpage.