

If you have questions not addressed in this document, please first check the [Assessor Resources](#) and [Local Government Resources](#) webpages.

If you require further assistance, please email BAM.support@environment.nsw.gov.au.

Questions and Answers

Topic: BOAMS

Do consent authorities expect or want the Biodiversity Development Assessment Report (BDAR) to be attached to cases in Biodiversity Offsets and Agreement Management System (BOAMS)?

This is up to the consent or review authority. However, the BDAR details the justifications for decisions made (e.g. removing a candidate species) and includes expert reports. Although not a requirement, it is recommended that the BDAR be attached to the BOAMS case, for the reviewer's convenience. The reviewed and finalised BDAR must be submitted with the Development Application (DA) (separate to the BOAMS submission).

Can multiple people from the same council be on a generic council account?

Yes. You may nominate a generic email address to receive email notifications when cases are submitted to your BOAMS account. Everyone with the username and password will be able to view all cases allocated to that account.

Alternatively, a council account may be created – with the officers who review BDARs added individually (with their own email addresses). In this instance, a case may be allocated to an officer and not be visible to anyone else. It is possible to reallocate cases to new or other officers (e.g. when the reviewing officer is on leave).

What are the requirements for a reviewer to sign off a case? Is there any link between an action by the Department of Planning, Industry and Environment (the Department) reviewing authority and the credits available register?

When the case has been reviewed and approved by the consent authority, we need a notification of determination – the DA number or a major project reference number. We also need the details of any approved concurrence where credits have been changed. This allows us to link the DA and the retired credits.

Should they wish, a developer (or their delegate) may display their credit obligation on the Biodiversity Offset Scheme (BOS) public registers. When a case is finalised in BOAMS, those credits for a development site will only appear on the credit demand register if the prompt has been ticked, indicating the proponent agrees to make them publicly available.

Can consent authorities that are not accredited assessors, access the Biodiversity Assessment Method Calculator (BAM-C) through BOAMS to run their own scenarios?

Not currently, but the Department is considering this option. In the meantime, you can use the publicly available BAM-C to run scenarios (although you cannot save cases or generate reports).

What are the advantages or incentives for the consent authority to use BOAMS?

The main advantage of using BOAMS is access to the calculations. If you have the expertise to review the calculations, you can see the decisions made by an assessor. BOAMS also provides electronic access to all the accompanying documents and can notify the Department of the determination (without the need to submit a paper form). In the future, BOAMS will also provide consent authorities with access to the important habitat maps.

There can be a considerable delay in consent authorities being happy with the BDAR and the actual determination of a DA. When are consent authorities required to submit the reviewed case to the Department via BOAMS?

For Part 4 developments, where you received a case from an assessor via your BOAMS account, you would submit it for review by the Department after your review is completed.

Only after the BDAR and credits are finalised, should the consent authority select '*Submit for DPIE review*' through BOAMS. Submitting through BOAMS allows the Department to link the credit obligation to the consent. In reporting on the BOS, we can then record that the development has been approved and that those credits are associated with that DA.

Where the Department requests spatial data be submitted with the DA in the Secretary's Environmental Assessment Requirements (SEARs) for major projects, should this to be submitted via BOAMS? Following this, should the case be lodged before credit obligations are settled?

Yes. All the Department reviewers have an account in BOAMS and expect all files and plot data to be submitted as part of that review. Ideally, the spatial data should be submitted with the case (so they are received together). Otherwise it should be emailed directly to the relevant team. As with other cases, the assessor should submit through BOAMS and once the Department has completed their review, the reviewer should select '*Submit for DPIE review*'.

Topic: Requesting information

Can the consent authority request data for quadrats other than that required by the BAM?

Yes, where the consent authority considers more information is needed to confirm the Plant Community Type (PCT) and that will require further quadrats (clause 54 of the *Environmental Planning and Assessment Regulation 2000*).

How do council staff access important habitat mapping?

The Department is working to make the important habitat maps available for councils to access via BOAMS. This will enable council to access the map via the same portal that accredited assessors will use to view the map for preparing a BDAR. It will also ensure that councils are viewing the most up to date version of the map. The Department is willing to meet with interested councils to go through how the important habitat maps have been prepared, why we use that approach for some species and how it is used in assessments for development and offset proposals. Please contact us at BAM.support@environment.nsw.gov.au for further information.

Topic: BDARs

How will councils keep a record of what has transpired if the paper form of the BDAR certification process is removed?

BOAMS retains a record of the BAM-C calculations and in the notice of determination it also records the final credit outcome of the council review. There should be other offline processes however, that councils undertake as part of the BDAR review and issuing of final consent. These processes should track the changes required throughout the review process. BOAMS will also keep a record of the credit retirements that occur once a DA has been approved. Once the consent is issued and the credits retired, those credits retired and the associated DA number will appear on the BOS public registers.