

Biodiversity Offsets and Agreement Management System (BOAMS) for Local Government

Biodiversity Offsets Scheme (BOS) Local Government Webinar Series

Webinar 1

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Biodiversity Assessment Method Team

Updated 2 June 2025



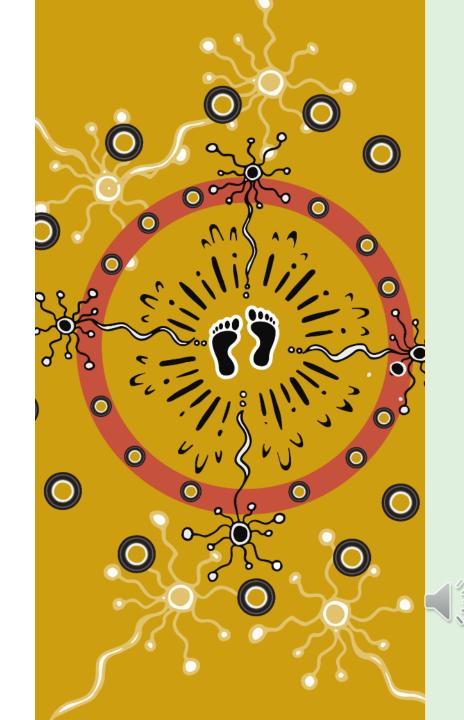
Acknowledgement of Country

The Department of Climate Change, Energy, the Environment and Water acknowledges that it stands on Aboriginal land.

We acknowledge the Traditional Custodians of the land and water, and we show our respect for Elders past, present and emerging.

We do this through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

Artist and designer Nikita Ridgeway from Aboriginal design agency
– Boss Lady Creative Designs, created the People and Community symbol.



Key acronyms

Acronym	Term
Assessor	A person accredited to apply the Biodiversity Assessment Method under the Biodiversity Conservation Act 2016
BAM	Biodiversity Assessment Method
BAM-C	Biodiversity Assessment Method Calculator
BDAR	Biodiversity Development Assessment Report
BOAMS	Biodiversity Offsets and Agreement Management Systems
BOS	Biodiversity Offsets Scheme
DCCEEW	Department of Climate Change, Energy, the Environment and Water
IBRA	Interim Biogeographic Regionalisation for Australia
MFA	Multi-Factor Authentication
PCTs	Plant Community Types
SAII	Serious and Irreversible Impact
TECs	Threatened Ecological Communities







Overview

- BOAMS Council User Access
 - Notification of case submission
 - Accessing BOAMS as a consent authority
 - Opening parent and related cases
 - Adding external assessors as Reviewers
 - Sending cases back to assessors for editing
- BAM-C
 - Reviewing BAM-C case and associated Credit Reports
- Notifying the Department of a planning approval with an offset obligation







BOAMS

NSW GOVERNMENT

- BOAMS is the system used to administer the Biodiversity Offsets Scheme.
- Used by consent authorities, to review BAM-C assessments and BDARs and to record credit obligation outcomes from planning approvals.
- Following the introduction of multi-factor authentication, Council staff require their own individual BOAMS account.
- All individual accounts can access relevant BOAMs/BAM-C cases when the assessor assigns
 the Council as a case party.
- To establish a Council BOAMS account or request an individual BOAMS login for your Councils BOAMS account contact: BOS.Helpdesk@environment.nsw.gov.au.





BOAMS – council user access

BOAMS

- Not mandatory for consent authorities
- Provides access to BAM-C assessments, uploaded attachments (including shapefiles, credit reports etc.)
- Provides online access to notify the department of credit obligation outcomes
- Council can report differences between the credit outcome and the BDAR
- Works best with Chrome or FireFox and will not load in Safari

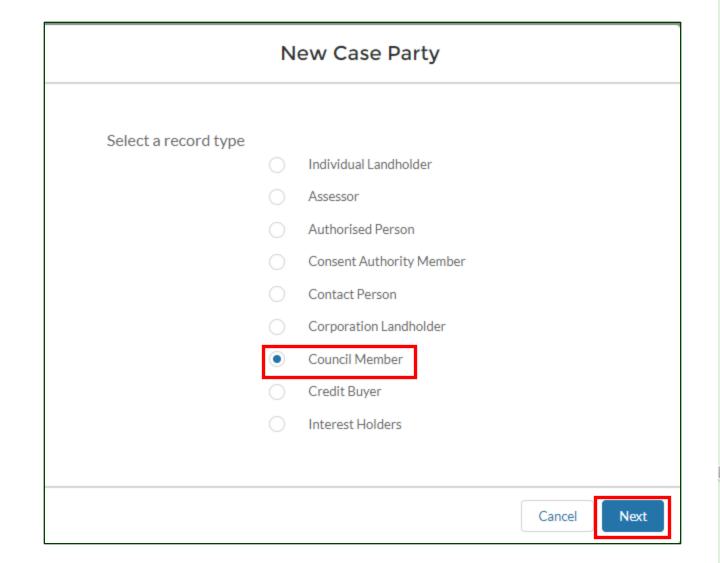




Adding a council as a case party









Adding a council as a case party and submitting a case



New Case Part	ty: Council Member	
Council Member Details	* = Required Information	
*Name Test	*Case 00053141 ×	
Q "Test" in Contacts		
Test Council Bonny Lagoon Council		,
	Cancel Save & New Save	:





Notification of Case Submission



- When an Assessor submits a case to a Council, a notification email will be sent to the shared email address linked to the Council's account.
- The Assessor also receives a confirmation email once the case has been successfully submitted

Contact the BOS Helpdesk to update your shared Council email address:

- Email: <u>BOS.Helpdesk@environment.nsw.gov.au</u>
- Phone: 1800 931 717 (Tue to Thu 10am-4pm).

Council email

Dear Council Firm Account Team

This is an automated response. Please do not reply to this email.

Please be advised a development application case 00053141 has been submitted to the BOAMS consent authority portal

Accredited Assessor email

Dear Accredited Assessor,

This is an automated response. Please do not reply to this email.

Please be advised a development application has been submitted to the BOAMS consent authority portal.

Your development case 00053141 can now be viewed by the consent authority. Their representative may contact you should they have any questions or concerns.

If you need other assistance, please contact the BOS Helpdesk on BOS.helpdesk@environment.nsw.gov.au.



BOAMS consent authority login



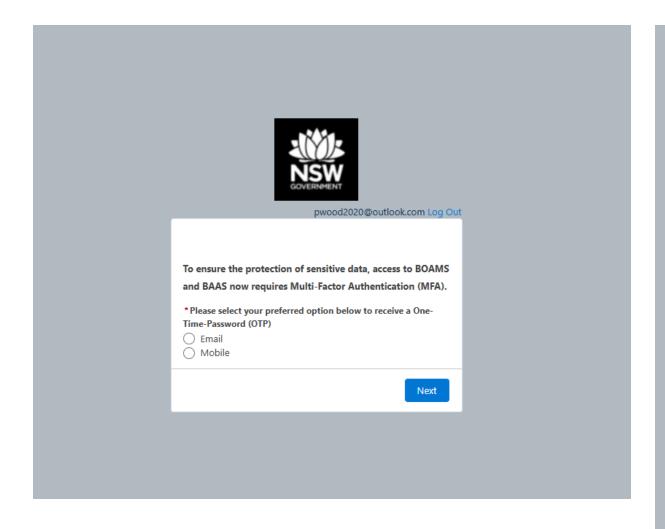


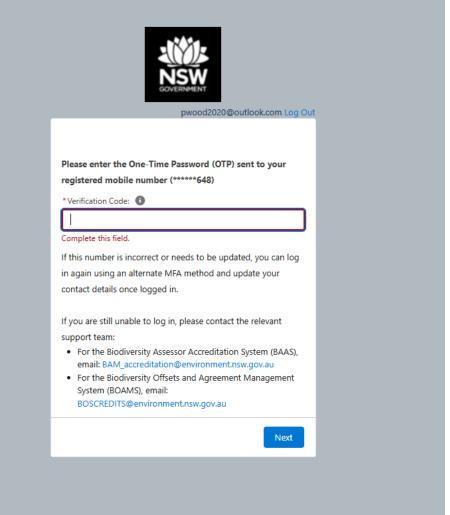
Consent authorities should login into BOAMS at: https://customer.lmbc.nsw.gov.au



Multi-Factor Authentication



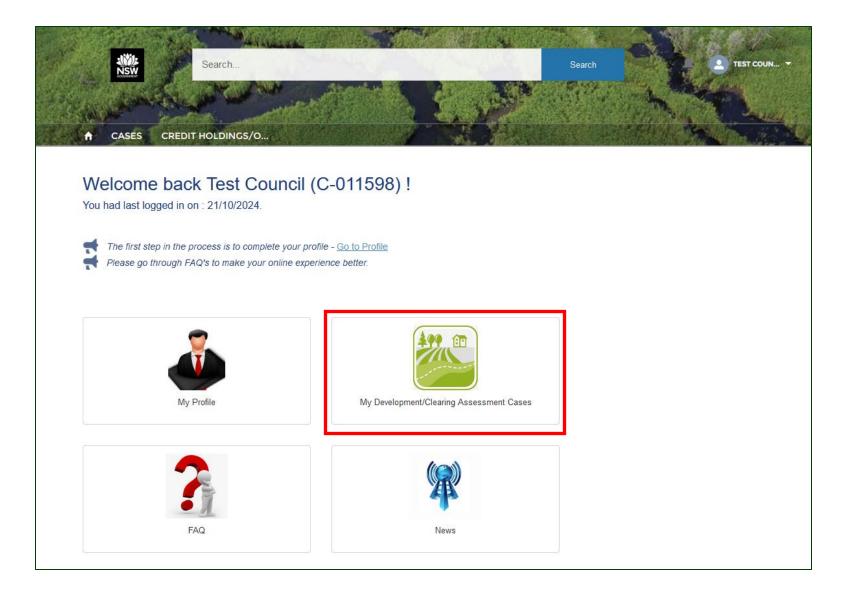






Council/consent authority access

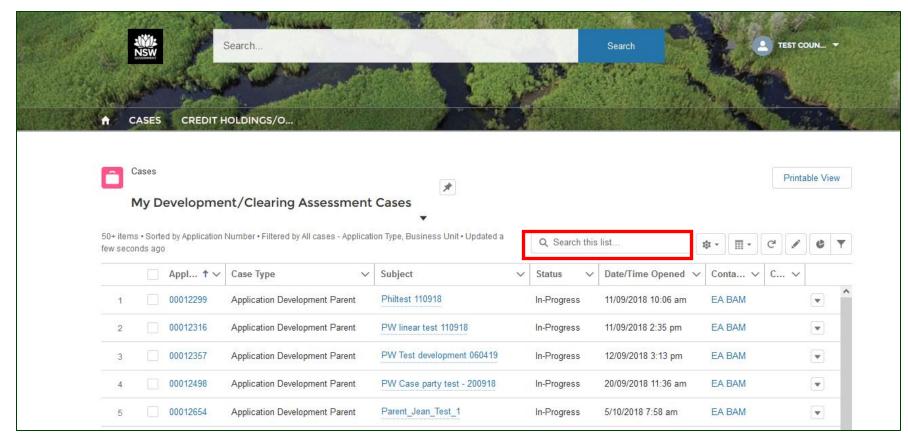






Opening a parent case





- Scroll to or search for the case you want to open using the case name or number
- Click on the

 blue parent

 case number



Opening a related case



Case 0005278	32			Send Case Back To Assessor	Submit for DPIE Revie
Type Development	Status Submitted to Consent Authority for Review				
Jevelohment	Submitted to Consent Authority for Review				
Additional Inf	formation				
Subject			Status		
Subject reports			Status Submitted to Consent	Authority for Review	
					å
reports			Submitted to Consent	ster	š
reports Description			Submitted to Consent Contact Person on Region	ster	å
Description Contact Name	ojects ID ①		Submitted to Consent Contact Person on Region	ster ar on Register?	,
reports Description Contact Name EA BAM	ojects ID ③		Submitted to Consent Contact Person on Regi	ster ar on Register?	,
reports Description Contact Name EA BAM DA Number/Major Pro		/	Submitted to Consent Contact Person on Regi	ster ar on Register?	
reports Description Contact Name EA BAM DA Number/Major Pro		,	Submitted to Consent Contact Person on Regi	ster ar on Register?	,
reports Description Contact Name EA BAM DA Number/Major Pro			Submitted to Consent Contact Person on Regi	ster ar on Register?	d

Scroll down to related cases and click on the blue related case number





Opening a BAM-C case



Case 00052782/BAA	S01234/24/0005	2783			BAM Calculator
Application Type Development Assessment	Type Development	Status Finalised	Related	d Parent Cases 782	
Assessment Details					
Subject				Related Parent Cases	
reports				00052782	
Description				Status 1	
				Finalised	p [*]
Contact Name					
EA BAM					
Additional Details					
Priority				Application Origin	
Medium			A STATE OF THE PARTY OF THE PAR		/
				Web Email	

Click on the BAM Calculator button to view the BAM-C Assessment

the BAM-C does not open, ensure your browser allows pops up from the LMBC webpage. Refer to page 6 of the BAM-C User Guide for guidance



Adding a 'Reviewer' Case Party



- Council can assign an external Accredited Assessor as a 'Reviewer'.
- Once the parent case has been opened scroll down to Case Parties and click on 'New'.
- Choose "Reviewer" as the case party record type and press 'Next'.
- Find and select the Assessor you want to add as a Reviewer by searching for their name. After selecting the assessor press 'save'.
- The Reviewer will receive an email notification confirming their assignment to the case.
- Reviewers are automatically removed after 120 days (but can be re-added).



Cancel



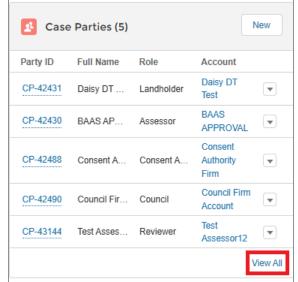
Council

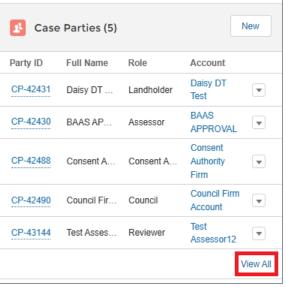


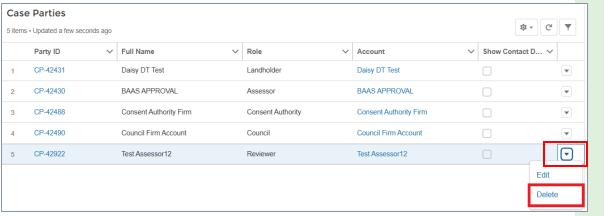
Deleting a 'Reviewer' Case Party

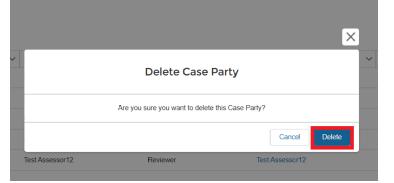
If a Reviewer has been added incorrectly or by mistake to remove them:

- After opening the relevant parent case
- Scroll to the case parties section and click 'View All'.
- Navigate to the reviewer who has been added in error and click on the drop-down arrow and click delete.
- This will open a confirmation window where you will be required to click delete again.







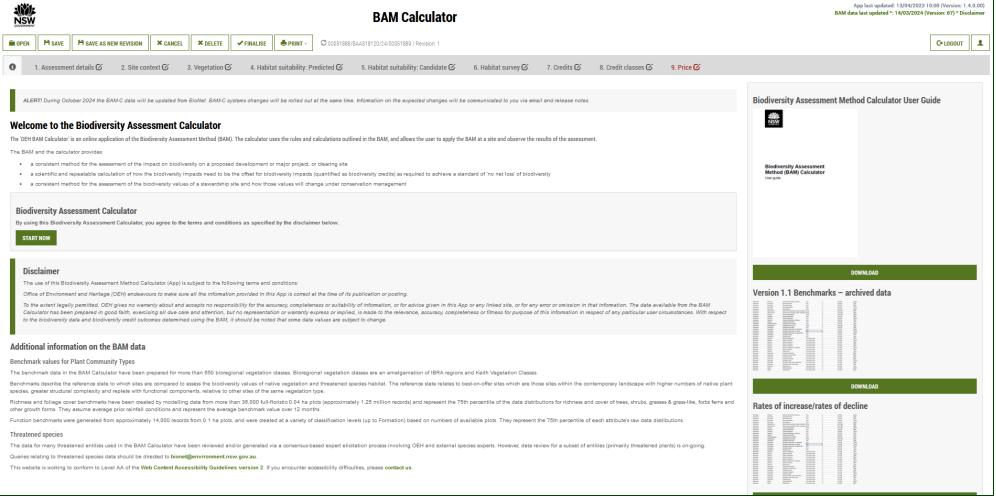






Reviewing the BAM-C case









Assessment details and site context (Tabs 1 and 2)

Assessment Details Tab

Check the correct assessment type has been identified

Site Context Tab

- Check correct IBRA Region and IBRA subregion are identified
- Check that the percentage native vegetation cover entered for the assessment area is correct
- Check landscapes features have been entered











Vegetation Assessment (Tab 3)



Vegetation Tab check that:

- Data for all PCTs and has been entered and associated TECs identified
- Vegetation zones as justified in the BDAR are correctly identified
- Plot data has been entered correctly and that there was sufficient survey effort
- Patch size and area of impact are correctly identified





BAM Biodiversity Credit Report (Like for like)

PCTs With Customized Benchmarks

PCT

268-White Box - Blakely's Red Gum - Long-leaved Box - Nortons Box - Red Stringybark grass-shrub woodland on shallow soils on hills in the NSW South Western Slopes Bioregion



Habitat Suitability: Predicted and Candidate (Tabs 4 and 5)

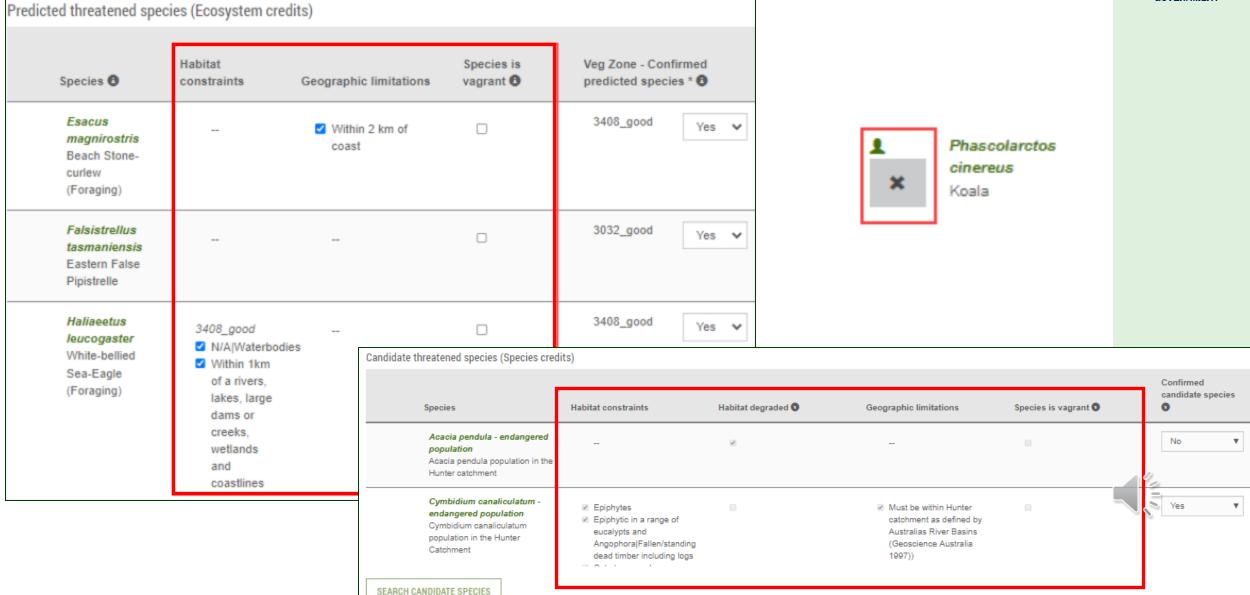


- Tab 4 lists predicted credit species and Tab 5 lists candidate credit species that are predicted to occur on the site based on criteria in ss5.2.1 of BAM 2020.
- Predicted species can only be removed when:
 - all habitat constraints identified in the TBDC are absent,
 - geographic limitations for the species are met,
 - the species is a vagrant as evidenced by the outcomes of consultation with a species expert and DCCEEW.
- Candidate species may also be removed where microhabitats required by the species are absent or if microhabitats and habitat constraints for the species are substantially degraded (BAM ss5.2.3).
- Check that evidenced based justification for the removal of species is provided in the BDAR
 to Councils satisfaction and that any species previous recorded on the subject land have
 been added to the assessment.



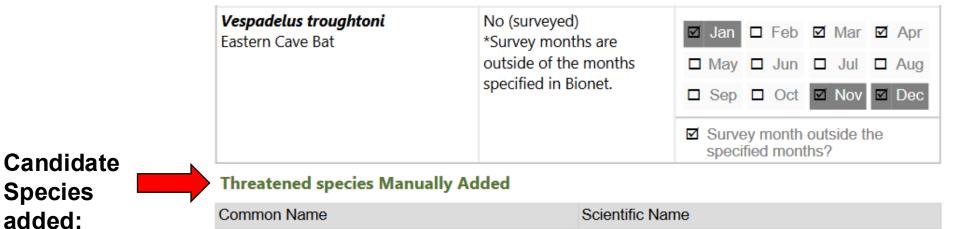
Habitat Suitability: Predicted and Candidate





Habitat Suitability: Predicted and Candidate Species Reports





Candidate Species removed:

Threatened species assessed as not on site

Refer to BAR for detailed justification

Sooty Owl

Common name	Scientific name	Justification in the BAM-C
Broad-billed Sandpiper	Limicola falcinellus	Habitat constraints
Charmhaven Apple	Angophora inopina	Refer to BAR
Curlew Sandpiper	Calidris ferruginea	Habitat constraints

Tyto tenebricosa

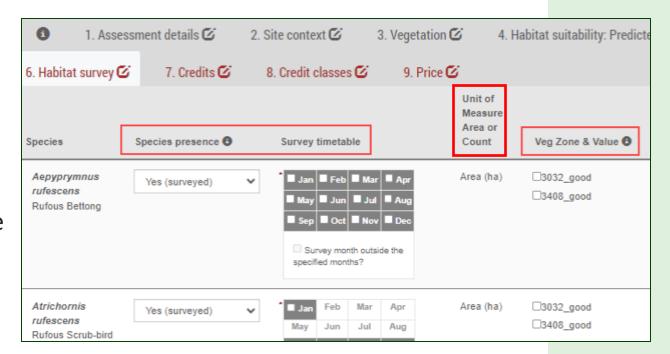


Habitat Survey (Tab 6)



Assessor must indicate presence or absence of candidate species via:

- Survey
- Expert Report
- Assuming presence
- Important Habitat Mapping
- © Check that survey has been undertaken during specified months. If outside check that adequate justification has been provided in the BDAR.
- For each species check that the correct vegetation zones and extent of impacts have been entered.
- For each species check that the area or count entered in the BAM-C is consistent with values specified in the BDAR and any submitted digital files.





Credit summary (Tab 7)



_		context 🗹 3. Vegetat	ion 💪 4. Habitat su	itability: Predicted &	5. Habitat suitability: Can	dıdate 🗹 6. Habita	t survey 🗹 7.	Credits 6 8. Credit cl	asses 🗹 9. Price 🗹
Note: Despite the b You should contact	oiodiversity credit output display the Commonwealth Departmen	required, it's just useful advice. ed for any EPBC Act only listed on t of Agriculture, Water and Envir species' or 'threatened ecologica'	onment as the relevant agenc	y for meeting any requirements	of an EPBC Act approval.				
cosystem credits for pla	ant communities types (PC	T), ecological communities 8	k threatened species habit	tat					
Zone	Vegetation zone name	Vegetation integrity loss	Area	Sensitivity to loss	Sensitivity to loss(Justification)	Species sensitivity to gain class	Biodiversity ris weighting	k Potential SAII	Ecosystem credits
Cumberland Shale-Sands	stone Ironbark Forest								
1	3321_Zone_3	66	0.5 hectares	Very High Sensitivity to Loss	Biodiversity Conservation Act listing status	High Sensitivity to Gain	2.5	True	21
									Subtotal: 21
									Total: 21
pecies credits for threa	tened species								
Vegetation zone name	Habitat condition (vegetation integrity) loss	Area / Count	Sensitivity to loss	Sensitivity to loss(Justification)	Sensitivity to gain	Sensitivity to gain(Justification)	Biodiversity ris weighting	k Potential SAII	Species credits
Acacia bynoeana / Bynoe	e's Wattle (Flora)								
3321_Zone_3	66	0.5 hectares	High Sensitivity to Loss	Biodiversity Conservation Act listing status	High Sensitivity to Gain	Quantity class of viable seeds produced	2.00	False	16
									Subtotal: 16

Credit classes (Tab 8)



•	1. Assessment details 🗹	2. Site context 🗹	3. Vegetation 🗹	4. Habitat suitability: Predicted 🗹	5. Habitat suitat	oility: Candidate 🗹	6. Habitat survey 🗹	7. Credits 🗹	8. Credit classes 🗹	9. Price 🗹		
• N	ou should contact the Commonwealt	utput displayed for any EPBC h Department of Agriculture, \	Act only listed entity, biodi Nater and Environment as	versity credits cannot be created or traded unde the relevant agency for meeting any requiremen y' that is listed under the Environment Protection	its of an EPBC Act appr	roval.				only listed entity.		
Ecosyst	tem credit classes											
Ecosyste	m credit summary											
PCT				TEC				Area	HBT (Cr	No HBT Cr	Credits
3321-Cu	mberland Shale-Sandstone Ironbark	Forest		Shale Sandstone Transition Forest in the Sydne	ey Basin Bioregion			0.5	21		0	21
Credit cla	sses for 3321											
Like-for-lik	ke options											
TEC					НВТ	Credits IBF	RA region					
	andstone Transition Forest in the Sydudes PCT's:	ney Basin Bioregion			Yes		mberland , Burragorang, Pittwate y IBRA subregion that is within 1	ОГ		ite.		
Species o	credit classes											
Species cre	dit summary											
Species						Vegetation Zone/s i	names			Area / Count		Credits
Acacia b	ynoeana / Bynoe's Wattle					3321_Zone_1				0.5		16

BAM-C Reports







BAM Biodiversity Credit Report (Like for like)

Proposal Details

Assessment Id

00051888/BAAS18120/24/00051889

Assessor Name

Proponent Names



Assessment Revision

1

Date Finalised 23/10/2024

Proposal Name

Assessor Number

BAAS18120

Report Created

12/11/2024

BOS entry trigger

BOS Threshold: Biodiversity Values Map and area clearing threshold

BAM data last updated *

14/03/2024

BAM Data version *

Current classification (live - default) (67)

BAM Case Status

Finalised

Assessment Type

Part 4 Developments (General)

Potential Serious and Irreversible Impacts

Name of threatened ecological community	Listing status	Name of Plant Community Type/ID
Shale Sandstone Transition Forest in the Sydney Basin Bioregion	Critically Endangered Ecological Community	3321-Cumberland Shale-Sandstone Ironbark Forest
Species		
Lathamus discolor / Swift Parrot		

Use the BAM-C reports to check that the case has been finalised and that finalised date is within 14 days of the BDAR being submitted to Council



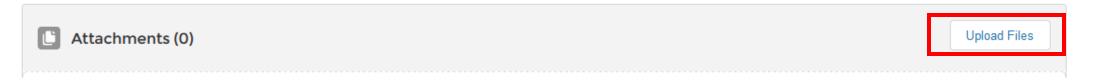
^{*} Disclaimer: BAM data last updated may indicate either complete or partial update of the BAM calculator database. BAM calculator database may not be completely aligned with Bionet.

Sending cases back to Assessors for edits



Case 000527	82		Send Case Back To Assessor	Submit for DPIE Revi
Type Development	Status Submitted to Consent Authority for Review			
Additional In	formation		Status❶	
reports			Submitted to Consent Authority for Review	
Description			Contact Person on Register	
Contact Name EA BAM			Pending credits to appear on Register?	
DA Number/Major	Projects ID 1		Last Updated by Assessor	
DA2024/652		A. C.		
Credit Outcome				
		a Mari		
Priority			Application Origin	
MA - diam-		A PORT	Web	
Medium			Web Email	

- To send a case to the assessor, press the "Send Case Back To Assessor" button
- Assessor edits the case as a new revision and resubmits case
- Can be edited and resubmitted as often as required





Reporting Credit Obligations



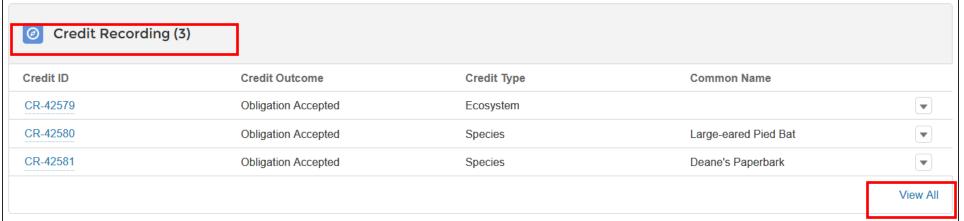
Additional Information		
Subject		Status
Test DA Number 4		Submitted to Consent Authority for Review ▼
Description		Contact Person on Register
Test DA Number 4		
Contact Name		Pending credits to appear on Register?
EA BAM		
DA Number/Major Projects ID		Last Updated by Assessor®
DA/652/2025		24/03/2025 12:48 pm
Credit Outcome	_	
None	▼.	
✓ -None	^	Application Origin
Obligation Accepted		Web
		Web Email
Obligation Reduced (Local Part 4) - Concurrence Approved		
Obligation Reduced (Major Project) - Concurrence Approved		
Obligation Reduced (Part 5 Activities)		Save
Obligation Increased	т	
Obligation Amended (combination of reduced and increased) - Concu	~	

Concurrence for a reduced credit obligation cannot be sought in BOAMS. Concurrence from the Department must be granted for Part 4 local development before a credit obligation is reduced in BOAMS.

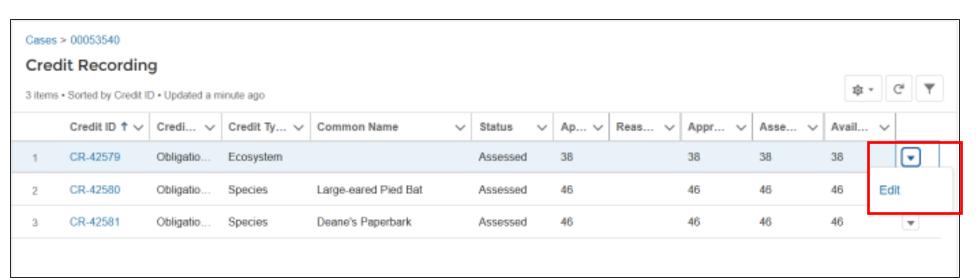


Editing the credit obligation





Click view
all in the
credit
recording windo

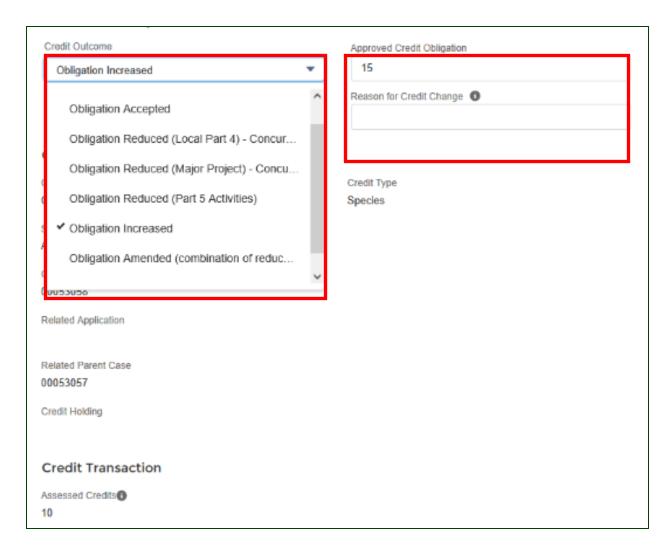


Select 'Edit'
from drop
down for each
credit
obligation
being
amended to
advise of the
credit
outcome



Editing the credit obligation





For each obligation being amended:

- Advise of the credit outcome
- Enter the approved credit obligation
- Enter the reason for the change.



Notifying the department of an offset obligation and DA approval via BOAMS



Case		Send Case Back To Assessor Submit for DPIE	Review
00021165	5	Selid Case Back to Assessor	. IXEVIEW
- Туре	Status		
Development	Submitted to Consent Authority for Review		
Additional Info	formation		
Subject		Status 1	
		Status Submitted to Consent Authority for Review	
Test DA July 2020		_	
Test DA July 2020 Description Contact Name		Submitted to Consent Authority for Review	
Test DA July 2020 Description Contact Name EABAM ASSESSO	R	Submitted to Consent Authority for Review Contact Person on Register Pending credits to appear on Register?	
Test DA July 2020 Description Contact Name EABAM ASSESSO	R	Submitted to Consent Authority for Review Contact Person on Register	
Test DA July 2020 Description Contact Name EABAM ASSESSO DA Number	R	Submitted to Consent Authority for Review Contact Person on Register Pending credits to appear on Register? Last Updated by Assessor	
Test DA July 2020 Description Contact Name EABAM ASSESSO DA Number Credit Outcome		Submitted to Consent Authority for Review Contact Person on Register Pending credits to appear on Register? Last Updated by Assessor	
Subject Test DA July 2020 Description Contact Name EABAM ASSESSO DA Number Credit Outcome Obligation Accepte		Submitted to Consent Authority for Review Contact Person on Register Pending credits to appear on Register? Last Updated by Assessor	

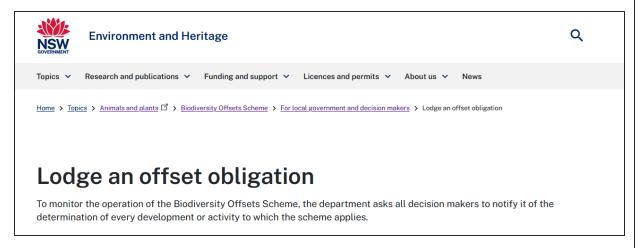
If consent is granted to the DA, login into BOAMS and upload a copy of the Notice of Determination into the Attachments window for the case and click 'Submit to DPIE for Review'.

Upload Files

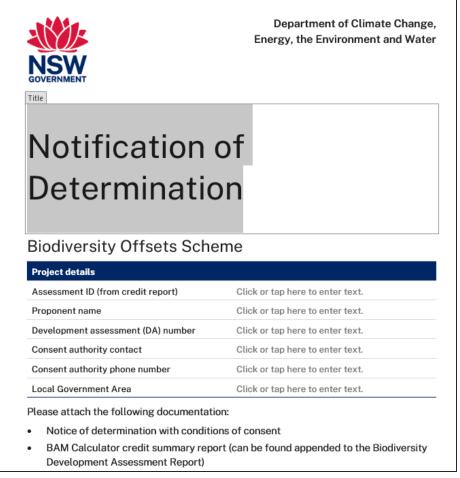


Alternative notification to the department of an offset obligation external to BOAMS





https://www.environment.nsw.gov.au/topics/animals-and-plants/biodiversity-offsets-scheme/local-government-and-decision-makers/lodge-offset-obligation





If a development application is refused or withdrawn

- Add the development application case number and notify the Department via the BOS Help Desk at BOS.helpdesk@environment.nsw.gov.au. Please specify the BOAMS case number and DA outcome in the email.
- The Department will then mark the case as either refused or withdrawn.







