

Search the Native Vegetation Credit Register

User Guide



Acknowledgment

We acknowledge and respect Victorian Traditional Owners as the original custodians of Victoria's land and waters, their unique ability to care for Country and deep spiritual connection to it. We honour Elders past and present whose knowledge and wisdom has ensured the continuation of culture and traditional practices.

We are committed to genuinely partner, and meaningfully engage, with Victoria's Traditional Owners and Aboriginal communities to support the protection of Country, the maintenance of spiritual and cultural practices and their broader aspirations in the 21st century and beyond.



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Introduction

This booklet explains how to use the *Search the Native Vegetation Credit Register* tool. This search tool will help you find your required offset and provide relevant offset site broker details

Background

In Victoria, a planning permit is usually required to remove, destroy or lop native vegetation. Landholders must apply for a planning permit from their local council. If a permit is granted a native vegetation offset must be obtained before the native vegetation is removed. The offset compensates for the impact of the removal on biodiversity.

The *Guidelines for the removal, destruction or lopping of native vegetation* [the Guidelines (2017)] are incorporated into all Victorian planning schemes. The Guidelines (2017) set out what must be included in an application to remove native vegetation, how an application is assessed, and what offsets are required to compensate biodiversity for the native vegetation removal.

All applications to remove native vegetation must include an offset statement. Read the *How to meet your offset* requirement fact sheet for more information on preparing your offset statement. It is available on the DELWP website at <https://www.environment.vic.gov.au/native-vegetation/native-vegetation/offsets-for-the-removal-of-native-vegetation/i-need-to-secure-an-offset>

The offset statement must explain that a suitable offset has been identified and can be secured. The offset statement:

- Ensures you are aware of any costs to secure an offset before you go through the permit process. If the costs are too high you can either look for other offset options or reduce your offset requirement by altering your proposal to remove less native vegetation, or native vegetation with less values.
- Assures the permit application assessor that the impacts on biodiversity from the removal of native vegetation can be adequately compensated if the application is approved.

A suitable statement includes evidence that the required offset:

- is available to purchase from an existing offset site registered in the Native Vegetation Credit Register

- will be purchased from a proposed new offset site
- can be met by protecting your own land.

If you want to protect your own land as an offset site use the *First party offset guide – how to establish a first party offset site* booklet. It will explain how to get a report to use as evidence that you can meet your offset requirements by protecting your own land.

If an application to remove native vegetation is approved the required offset must be secured before the native vegetation is removed.

An offset is secured when:

- you have an allocated credit extract from the Native Vegetation Credit Register
- you and a statutory body have signed a security agreement to establish an offset on your own land.

Purpose of the search tool

The *Search the Native Vegetation Credit Register* tool (search tool) can help you address the requirements of the native vegetation removal regulations detailed in the Guidelines (2017).

Use it to search for your offset requirements to see if they are available in existing or proposed native vegetation credit sites listed on the Native Vegetation Credit Register (NVCR).

The search tool will generate a downloadable report to include with your permit application. The report lists credit sites that match (or partly match) your offset requirement at the time of your search. It can provide evidence that your required offset is available to purchase from an existing or proposed new offset site.

The *Applicant's guide – applications to remove, destroy or lop native vegetation* (Applicant's guide) includes information on how to apply for a permit to remove native vegetation. It is available on the DELWP website at <https://www.environment.vic.gov.au/native-vegetation/native-vegetation>.

The report also lists relevant brokers that can help you secure your offset by purchasing the native vegetation credits. Contact them when you have your approval to remove native vegetation.

It is advisable to download a new report if it is a few months old. The broker will provide required information to the Native Vegetation Credit Register Registrar (Registrar) to complete the transaction.

What regulatory system am I under

You need to know your offset requirement before using the *Search the Native Vegetation Credit Register* tool (search tool). The way impacts on biodiversity from the removal of native vegetation is offset has changed over time.

Offset requirements will be described under one of three regulatory systems:

1. Guidelines 2017

Since December 2017, all proposals to remove native vegetation include a *Native vegetation removal report*. This report details the offset requirements for the proposed native vegetation removal. The offset requirements will comply with the *Guidelines for the removal, destruction or lopping of native vegetation, DELWP 2017* (Guidelines 2017) and can include general habitat units (GHU), species habitat units (SHU) or both. The search tool can search for these offset requirements.

2. Biodiversity assessment guidelines 2013

Prior to December 2017, all proposals to remove native vegetation included a *Biodiversity Impact and Offset Requirement report* or a *Biodiversity Assessment report*. These reports also detailed offset requirements for the proposed native vegetation removal. The offset requirements complied with the *Permitted clearing of native vegetation – biodiversity assessment guideline, DEPI 2013* (Biodiversity assessment guidelines 2013) and could include general biodiversity equivalence units (GBEU), specific biodiversity equivalence units (SBEU) or both. The search tool can search for these offset requirements.

3. Framework 2002

Prior to December 2013, proposals to remove native vegetation complied with the *Victoria's native vegetation management – a framework for action* (Framework 2002). Offset requirements were detailed in habitat hectares of vegetation, very large old trees, large old trees, medium old trees and recruits. The search tool cannot search for these offset requirements. If your offset requirement is for this type of offset contact the registrar by email at nativevegetation.offsetregister@delwp.vic.gov.au.

Find your offset requirement

If you are preparing an application to remove native vegetation, your offset requirements will be detailed in the *Native vegetation removal report* and look something like Figure 1 below. These offset requirements are in general habitat units or species habitat units and comply with the Guidelines 2017.

Figure 1: Example of offset requirements from a *Native vegetation removal report*

Offset requirements if a permit is granted	
Any approval granted will include a condition to obtain an offset that meets the following requirements:	
General offset amount ¹	0.071 general habitat units
Vicinity	Port Phillip and Westerntport Catchment Management Authority (CMA) or Mornington Peninsula Shire Council
Minimum strategic biodiversity value score ²	0.176
Large trees	1 large tree

If you already have approval to remove native vegetation look for the offset condition in your permit or other approval document. It may look like Figure 2 if the approval was granted under the Guidelines 2017 or Figure 3 if approval was granted under the Biodiversity assessment guidelines 2013.

Figure 2: Example of offset requirements from a permit condition under the Guidelines 2017

<p>To offset the removal of 0.238 hectares of native vegetation the permit holder must secure a native vegetation offset, in accordance with the <i>Guidelines for the removal, destruction or lopping of native vegetation</i> (DELWP 2017) as specified below:</p> <p>A general offset of 0.047 general habitat units:</p> <ul style="list-style-type: none"> located within the Corangamite Catchment Management Authority boundary or Corangamite Shire municipal district with a minimum strategic biodiversity value score of at least 0.657 <p>The offset must provide protection of at least 3 large trees.</p>

Figure 3: Example of offset requirements from a permit condition under the Biodiversity assessment guidelines 2013

<p>To offset the removal of 1.259 hectares of native vegetation the permit holder must secure a native vegetation offset, in accordance with the <i>Permitted clearing of native vegetation – biodiversity assessment guidelines</i> (DEPI 2013) as specified below:</p> <p>A general offset of 0.047 general biodiversity equivalence units:</p> <ul style="list-style-type: none"> within the Malee Catchment Management Authority or Corangamite Mildura Rural City with a minimum strategic biodiversity score of at least 0.375

Check if the offset is described in **habitat units** or **biodiversity equivalence units**, the search tool can be used for these offsets. If your offset is described in **habitat hectares** you cannot use the search tool. Contact the Registrar by email at nativevegetation.offsetregister@delwp.vic.gov.au.

Once you have found your offset requirement and worked out what regulatory system you need to comply with you are ready to start.

Search the Native Vegetation Credit Register

You can use the search tool to search the Native Vegetation Credit Register (NVCR) for your offset requirement. You will be able to download a report of the search results.

The search tool is available at <https://nvcr.delwp.vic.gov.au/>. There are three steps to complete when using the search tool:

1. Select the correct search button
2. Enter your offset requirements
3. View results and download the report

If required, you can also edit your search or start a new search.

Step 1: Select the correct search button

There are four different searches that can be done. These are for the different types of offsets that may be required under the different regulatory systems. Two searches comply with the **Guidelines (2017)**:

- Search for general habitat units (GHU)
- Search for species habitat units (SHU)

If your offset is for general and species habitat units, complete a separate search for each.

Two searches comply with the **Biodiversity assessment guidelines (2013)**:

- Search for general biodiversity equivalence units (GBEU)
- Search for specific biodiversity equivalence units (SBEU).

If your offset is for general and specific biodiversity equivalence units both, complete a separate search for each.

ACTION: Select the search button that matches your offset requirements, a new window will open.

Step 2: Enter your offset requirements click on search

This section describes how to fill in the information required for each of the four search types.

1. General habitat units (GHU)

To search for a general offset under the Guidelines 2017 i.e. General habitat units, you need:

- number of general habitat units (GHU)
- minimum strategic biodiversity value (SBV) score
- number of large trees (LT)
- Catchment Management Authority (CMA)
- Municipal district (Local Government Authority LGA).

You can find these details in the *Native vegetation removal report* or detailed in a condition of approval. Type in the GHU and SBV (to three decimal places) and the number of large trees (a number from 0 upwards). Select the CMA from the drop-down menu. If your offset requirements list two or more CMAs add all of them one at a time in new rows.

Start typing the municipal district (LGA) name, then select from the list of names that show. If your offset requirement lists two or more councils, add all of them one at a time in new rows. You can click on the red x to remove a CMA or LGA.

The search tool will find credit sites that match your requirement in any of the CMAs **or** any of the LGAs listed.

ACTION: Check you have entered your requirements correctly then click "Search".

NOTE: If you miss a required field or don't enter the details in the correct format an error message will show highlighting what needs to be fixed. You must fix any errors before you can proceed to search the NVCR.

Examples of where to find offset requirements

The search tool fields to be filled in

Offset requirement

The offset requirement that will apply if the native vegetation is approved to be removed

Offset type	General offset
Offset amount	0.041 general habitat units
Offset attributes	
Vicinity	Port Phillip And Westport Catchment Management Authority (CMA) or White City Council
Minimum strategic biodiversity value score	0.423
Large trees	2 large tree(s)

Offset requirements

General habitat units (GHU)

Strategic biodiversity value (SBV)

Large trees (LT)

Vicinity:

Catchment Management Authority (CMA), or

Municipal district (LGA)

Offset requirements if a permit is granted

Any approval granted will include a condition to obtain an offset that meets the following requirements:

General offset amount ¹	0.071 general habitat units
Vicinity	Port Phillip and Westport Catchment Management Authority (CMA) or Mornington Peninsula Shire Council
Minimum strategic biodiversity value score ²	0.176
Large trees	1 large tree

Offset requirements

General habitat units (GHU)

Strategic biodiversity value (SBV)

Large trees (LT)

Vicinity:

Catchment Management Authority (CMA), or

Municipal district (LGA)

To offset the removal of 0.238 hectares of native vegetation the permit holder must secure a native vegetation offset, in accordance with the *Guidelines for the removal, destruction or lopping of native vegetation* (DELWP 2017) as specified below:

A general offset of 0.047 general habitat units:

- located within the Corangamite Catchment Management Authority boundary or Corangamite Shire municipal district
- with a minimum strategic biodiversity value score of at least 0.657

The offset secured must provide protection of at least 3 large trees.

Offset requirements

General habitat units (GHU)

Strategic biodiversity value (SBV)

Large trees (LT)

Vicinity:

Catchment Management Authority (CMA), or

Municipal district (LGA)

2. Species habitat units (SHU)

To search for a species offset under the Guidelines 2017 i.e. Species habitat units, you need:

- species common or scientific name
- number of species habitat units (SHU)
- number of large trees (LT).

You can find these details in the *Native vegetation removal report* or detailed in a condition of approval. If more than one species is listed in your offset requirements, you will have to secure an offset for each listed species

Start typing the species common name or scientific name and a list of species will appear. Click to select

the right species and enter the number of SHUs required (to three decimal places). If your offset requirement lists more than one species, type the next species in the next row. You can click on the red x to remove a species if you make a mistake. Lastly, enter the number of large trees required (a number from 0 upwards).

ACTION: Check you have entered your requirements correctly then click "Search".

NOTE: If you miss a required field or don't enter the details in the correct format, or if you add the same species twice an error message will show highlighting what needs to be fixed. You must fix any errors before you can proceed to search the NVCR.

First row shows the offset requirements in a *Native vegetation removal report*.
Second row shows the search tool fields to be filled in.

Offset requirements if a permit is granted

Any approval granted will include a condition to obtain an offset that meets the following requirements:

Species offset amount¹	29.285 species units of habitat for Strzelecki Gum, <i>Eucalyptus strzeleckii</i>
Large trees	0 trees

Offset requirements

Species habitat units (SHU)

Common name (Scientific name)

Units

Strzelecki Gum (*Eucalyptus strzeleckii*)

29.285



and

Large trees (LT)

0

Search

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3. General biodiversity equivalence units (GBEU)

To search for a general offset under the Biodiversity assessment guidelines 2013 i.e. General biodiversity equivalence units, you need:

- number of general biodiversity equivalence units (GBEU)
- minimum strategic biodiversity score (SBS)
- Catchment Management Authority (CMA)
- Municipal district (Local Government Authority LGA).

You can find these details on the *Biodiversity Impact and Offset Requirements* report or *Biodiversity Assessment report* or detailed in a condition of approval. Type in the GBEU and SBS (to three decimal places). Select the CMA from the drop-

down menu. If your offset requirements list two or more CMAs add all of them one at a time in new rows. Start typing the municipal district (LGA) name, then select from the list of names that show. If your offset requirement lists two or more councils, add all of them one at a time in separate rows. You can click on the red x to remove a CMA or LGA.

The search tool will find credit sites that match your requirement in any of the CMAs **or** any of the LGAs listed.

ACTION: Check you have entered your requirements correctly then click "Search".

NOTE: If you miss a required field or don't enter the details in the correct format an error message will show highlighting what needs to be fixed. You must fix any errors before you can proceed to search the NVCR.

First row shows the offset requirements in a *Biodiversity impact and offset requirement report*. Second row shows the search tool fields to be filled in.

Offset requirements if a permit is granted

If a permit is granted to remove the marked native vegetation, a requirement to obtain a native vegetation offset will be included in the permit conditions. The offset must meet the following requirements:

Offset type	General offset
General offset amount (general biodiversity equivalence units)	0.934 general units
General offset attributes	
Vicinity	Port Phillip and Westernport Catchment Management Authority (CMA) or Bayside City, Frankston City, Kingston City, Pyrenees Shire Council
Minimum strategic biodiversity score	0.129 ¹

Offset requirements

General biodiversity equivalence units (GBEU)

0.934

Strategic biodiversity score (SBS)

0.129

Vicinity:

Catchment Management Authority (CMA), or

Port Phillip and Westernport



or

Municipal district (LGA)

Bayside City



or

Frankston City



or

Kingston City



or

Pyrenees Shire



4. Specific biodiversity equivalence units (SBEU)

To search for a specific offset under the Biodiversity assessment guidelines 2013 i.e. specific biodiversity equivalence units, you need:

- species common or scientific name
- number of species biodiversity equivalence units (SBEU).

You can find these details in the *Biodiversity Impact and Offset Requirements report* or detailed in a condition of approval. If more than one species is listed in your offset requirements, you will have to secure an offset for each listed species.

Start typing the species common name or scientific name and a list of species will appear. Click to select the right species and enter the number of SBEUs required (to three decimal places). If your offset requirement lists more than one species, type the next species in the next row. You can click on the red x to remove a species if you make a mistake.

ACTION: Check you have entered your requirements correctly then click "Search".

NOTE: If you miss a required field or don't enter the details in the correct format, or if you add the same species twice an error message will show highlighting what needs to be fixed. You must fix any errors before you can proceed to search the NVCR.

First row shows the offset requirements in a *Biodiversity impact and offset requirement report*. Second row shows the search tool fields to be filled in.

Offset requirements if a permit is granted

If a permit is granted to remove the marked native vegetation, a requirement to obtain a native vegetation offset will be included in the permit conditions. The offset must meet the following requirements:

Offset type	Specific offset(s)
Specific offset amount (specific biodiversity equivalence units) and attributes	0.671 specific units of habitat for Marsh Saltbush

Offset requirements

Specific biodiversity equivalence units (SBEU)

Common name (Scientific name)	Units
Marsh Saltbush (<i>Atriplex paludosa</i> subsp. <i>paludosa</i>)	0.671 x
and <input type="text"/>	<input type="text"/>

Search

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Step 3: View results, edit search or download a report

The search tool will display the results on screen below your search request. You can now:

- View the search results
- Edit your search if there are no results
- Download a PDF report if you are happy with the results
- Start a new search for a different offset type.

a) View results

Each search type presents the results in a series of tables that are described below.

Search results for general habitat units

Three tables will be shown for a general habitat unit search. You can secure your offset from any of the sites shown in any of the three tables. Refer to Table 5 below for an explanation of the fields. The GHU and LT values shown are the totals available at the credit site and may exceed what you require.

The first table *Sites that meet your requirements for general offsets* lists credit sites located in either the CMA or LGA entered, that meet or exceed the minimum SBV entered.

Figure 4: Example of results for sites that meet the requirements for a general habitat unit search

These sites meet your requirements for general offsets								
Credit Site ID	GHU	LT	CMA	LGA	Land owner	Trader	Fixed price	Broker(s)
BBA-0114	0.893	186	Corangamite	Colac Otway Shire	Yes	Yes	No	Contact NVOR
BBA-2268	1.270	9	Corangamite	Golden Plains Shire	Yes	Yes	Yes	EHP
TFN-C0140	0.292	30	Corangamite	Greater Geelong City	Yes	Yes	No	Contact NVOR
TFN-C1765	0.757	82	Corangamite	Colac Otway Shire	Yes	Yes	No	VegLink

The second table *Sites that meet your requirements using alternative arrangements for general offsets* lists all credit sites that meet your offset requirement using alternative arrangements for general offsets. Alternative arrangements for general offsets are detailed at section 11 of the *Guidelines for removal, destruction or lopping of native vegetation* and allow the SBV score to be reduced by ten per cent if ten per cent more general habitat units are secured or twice the number of large trees are secured.

This table shows the total GHUs and total LTs available at credit sites that match or exceed an SBV score that is ten per cent less than the SBV score entered. Remember if you purchase your offset from one of these sites you must purchase ten per cent more GHUs or double the number of large trees required to secure a compliant offset.

The third table *Landowners may finalise these potential sites once a buyer is confirmed* lists potential credit sites that meet the offset requirements entered in the search. Landowner(s) will finalise these sites once a buyer has been confirmed. Because the sites are not already established it may take a bit longer to finalise the purchasing of native vegetation credits from these sites. The listed broker will work with the landowner to finalise the offset site if you want to buy the listed credits and can advise on the timeframe needed to secure the site.

Search results for species habitat units

Three tables will be shown for a species habitat unit search. Refer to Table 5 below for an explanation of the fields. The SHU and LT values shown are the totals available at the credit site and may exceed what you require.

The first table *Sites that meet your requirements for species offsets* lists credit sites that meet all the offset requirements entered in the search. Only sites that have enough SHUs for all species and enough LTs will be shown in this table. The results also show where the credit sites are located (CMA and LGA) but species offsets can be purchased from anywhere in Victoria. You can purchase your offset requirement from any of the sites listed in this first table.

Figure 5: Example of results for sites that meet the requirements for a species habitat unit search

These sites meet all your requirements for species offsets							
Credit Site ID	LT	CMA	LGA	Land owner	Trader	Fixed price	Broker(s)
BBA-1139	0	Glenelg Hopkins	Moyne Shire	Yes	Yes	No	VegLink
		Species common name	Species scientific name			SHU	
		Spiny Rice-flower	Pimelea spinescens subsp. spinescens			0.538	
Credit Site ID	LT	CMA	LGA	Land owner	Trader	Fixed price	Broker(s)
BBA-3002	26	Wimmera	Northern Grampians Shire	Yes	Yes	No	Bio Offsets, EHP, VegLink
		Species common name	Species scientific name			SHU	
		Spiny Rice-flower	Pimelea spinescens subsp. spinescens			8.025	
Credit Site ID	LT	CMA	LGA	Land owner	Trader	Fixed price	Broker(s)
BBA-3005	0	Glenelg Hopkins	Southern Grampians Shire	Yes	Yes	No	Contact NVOR
		Species common name	Species scientific name			SHU	
		Spiny Rice-flower	Pimelea spinescens subsp. spinescens			0.933	

The second table *Sites that meet some of your requirements for species offsets, you may be able to meet all your requirements across multiple sites* lists credit sites that meet at least one of the species offset requirements with enough large trees. If you have more than one species offset requirement and the first table returned no results, you may be able to secure your requirements from multiple sites by buying some species offsets from one site and others from another site(s).

The third table *Landowners may finalise these potential sites once a buyer is confirmed* lists potential credit sites that meet at least one of the species offsets searched for with enough large trees. Landowner(s) will finalise these sites once a buyer has been confirmed. Because the sites are not already established it may take a bit longer to finalise the purchasing of native vegetation credits from these sites. The listed broker will work with the landowner to finalise the offset site if you want to buy the listed credits and can advise on the timeframe needed to secure the site.

Search results for general biodiversity equivalence units

Two tables will be shown for a general biodiversity equivalence unit search. You can secure your offset from any of the sites shown in these two tables. Refer to Table 5 below for an explanation of the fields. The GBEU value shown is the total number of units available at the credit site and may exceed what you require.

The first table *Sites that meet your requirements for general offsets* in the report lists credit sites located in either the CMA or LGA, that meet or exceed the minimum SBS entered.

Figure 6: Example of results for sites that meet the requirements for a general biodiversity equivalence unit search

These sites meet your requirements for general offsets							
Credit Site ID	GBEU	CMA	LGA	Land owner	Trader	Fixed price	Broker(s)
BBA-0393	0.257	Corangamite	Greater Geelong City	Yes	Yes	No	Contact NVOR
TFN-C1765	0.240	Corangamite	Colac Otway Shire	Yes	Yes	No	VegLink
TFN-C1907	0.443	Corangamite	Colac Otway Shire	Yes	Yes	No	VegLink
TFN-C1907	0.607	Corangamite	Colac Otway Shire	No	Yes	No	Enviro Offset, Ethos

The second table *Landowners may finalise these potential sites once a buyer is confirmed* lists potential credit sites that meet the search details. Landowner(s) will finalise these sites once a buyer has been confirmed. Because the sites are not already established it may take a bit longer to finalise the purchasing of native vegetation credits from these sites. The listed broker will work with the landowner to finalise the offset site if you want to buy the listed credits and can advise on the timeframe needed to secure the site.

Search results for specific biodiversity equivalence units

Three tables will be shown for a specific biodiversity equivalence unit search. Refer to Table 5 below for an explanation of the fields. The SBEU values shown are the totals available at the credit site and may exceed what you require.

The first table *Sites that meet your requirements for specific offsets* lists credit sites that meet all the offset requirements entered in the search. Only sites that have enough SBEUs for all species will be shown in this table. The results also show where the credit sites are located (CMA and LGA) but specific offsets can be purchased from anywhere in Victoria. You can purchase your offset requirement from any of the sites listed in this first table.

Figure 7: Example of results for sites that meet the requirements for a specific biodiversity equivalence unit search

These sites meet all your requirements for specific offsets						
Credit Site ID	CMA	LGA	Land owner	Trader	Fixed price	Broker(s)
BBA-0931	Port Phillip and Westernport	Melton City, Moorabool Shire	Yes	Yes	No	Bio Offsets
	Species common name	Species scientific name	SBEU			
	Rosemary Grevillea	Grevillea rosmarinifolia subsp. rosmarinifolia	0.045			
Credit Site ID	CMA	LGA	Land owner	Trader	Fixed price	Broker(s)
BBA-3014	Goulburn Broken	Mitchell Shire	No	Yes	No	Enviro Offset, Ethos
	Species common name	Species scientific name	SBEU			
	Rosemary Grevillea	Grevillea rosmarinifolia subsp. rosmarinifolia	0.014			
Credit Site ID	CMA	LGA	Land owner	Trader	Fixed price	Broker(s)
VC_TFN-C2047_01	Goulburn Broken	Mitchell Shire	Yes	Yes	No	VegLink
	Species common name	Species scientific name	SBEU			
	Rosemary Grevillea	Grevillea rosmarinifolia subsp. rosmarinifolia	0.741			

The second table *Sites that meet some of your requirements for specific offsets, you may be able to meet all your requirements across multiple sites* lists all credit sites that meet at least one of the specific offset requirements entered in the search. If you have more than one specific offset and the first table returned no results, you may be able to secure your requirements from multiple sites by buying some species offsets from one site and others from another site(s).

The third table *Landowners may finalise these potential sites once a buyer is confirmed* lists potential credit sites that meet at least one of the specific offsets searched for. Landowner(s) will finalise these sites once a buyer has been confirmed. Because the sites are not already established it may take a bit longer to finalise the purchasing of native vegetation credits from these sites. The listed broker will work with the landowner to finalise the offset site if you want to buy the listed credits and can advise on the timeframe needed to secure the site.

Detailed descriptions of the search results tables

Table 5 provides a description of the fields listed in the search results tables. This information can be used when deciding which Broker to contact for a quote or to finalise a purchase of the native vegetation credits.

Item	Description
Credit site ID	The reference number of the native vegetation credit site. Use this when you contact the broker to secure your offset requirements.
GHU	The total number of general habitat units at the credit site that match or exceed the minimum strategic biodiversity value (SBV) score that was used in the search.
SHU	The total number of species habitat units at the credit site for the species listed in the search.
LT	The total number of large trees at the credit site linked with the total number of GHU or SHU shown.
GBEU	The total number of general biodiversity equivalence units at the credit site that match or exceed the minimum strategic biodiversity score (SBS) that was used in the search.
SBEU	The total number of specific biodiversity equivalence units at the credit site for the species listed in the search.
CMA	The Catchment Management Authority area that the credit site is located in. A credit site is usually located within one CMA but can be located across two or more CMAs.
LGA	The Local Government Authority area or Municipal District that the credit site is located in. A credit site is usually located within one LGA, but can be located across two or more LGAs.
Landowner	Yes means the person who owns the native vegetation credits is the landowner. No means that the native vegetation credit owner is not the landowner. Some people buy more credits than they need or are credit traders that buy and sell credits but do not own or manage land.
Trader	No means the native vegetation credit owner is not trading (or selling) the credits. Yes means the native vegetation credit owner is trading (or selling) the credits. All credit sites shown in the table should be marked yes.
Fixed Price	Yes means the native vegetation credits are traded at a fixed price. This occurs when the credit owner enters into an agreement with a broker to sell their native vegetation credits at a fixed price. The price for the native vegetation credit is set and the broker can finalise a trade without waiting for a price to be negotiated. No means that the broker will help the credit owner and purchaser negotiate a price for the trade of native vegetation credits.
Broker	The organisation to contact if you wish to purchase native vegetation credits from the credit site shown. The downloadable PDF report will include contact details for all brokers.

b) Edit your search if there are no results

In some cases, there may be no results returned. If this happens you can edit the search.

Offset requirements can be secured across several credit sites if required. Try the following if your initial search returned no results:

- Reduce the number of units (GHU, SHU, GBEU, SBEU). Try halving the number of units and if there is still no result drop it down lower until a result is returned.
- Reduce the number of large trees (GHU and SHU only). Try halving the number of trees or setting it to 0, this will show all sites that match the rest of your offset requirements and the total trees available from those sites.

Remember you need to secure an offset(s) that meets all your offset requirements. If a few sites have some of what you need you may be able to meet your full requirements across them.

If dropping the units and trees still returns no results, download the report and contact the Registrar on nativevegetation.offsetregister@delwp.vic.gov.au. The report will list several brokers who may be able to help you find your required offset. They can identify suitable land and work with landowners who may be interested in protecting their land as an offset site.

c) Download a PDF report if you are happy with the results

Click on the 'Download PDF report' button to get a *Report of available native vegetation credits*.

The downloaded report can be attached to a planning application as evidence that the required offset is available. The report lists broker contact details if you wish to secure your offset after you have been granted approval to remove native vegetation.

If you need an accessible version of the results, contact the Registrar on nativevegetation.offsetregister@delwp.vic.gov.au.

d) Start a new search if you want to search for a different offset

Click on the 'Back to home' button if you want to start a new search.

You should do this if your offset requirement included general and species requirements or if you want to start a completely new search.

Next steps

Use the *Report of available native vegetation credits* to complete your application to remove native vegetation or to secure your offset requirement.

The report serves two purposes, it can be used:

1. as evidence that your required offset is available
2. to contact native vegetation credit broker to arrange to purchase native vegetation credits.

1. Evidence of offset availability

The *Report of available native vegetation credits* details native vegetation credits that match the search criteria.

All applications to remove native vegetation must include an offset statement. The offset statement must provide evidence that an offset that meets the offset requirements for the native vegetation to be removed has been identified and can be secured in accordance with the Guidelines.

The Applicant's guide provides details on how to prepare an offset statement. If you propose to purchase an offset from a third party (Credit owner) the *Report of available native vegetation credits* should be attached to your application as evidence that the required offset is available. The DELWP website has details of past trades of native vegetation credits in an excel file that can be downloaded from:
<https://www.environment.vic.gov.au/native-vegetation/native-vegetation/offsets-for-the-removal-of-native-vegetation/i-need-to-secure-an-offset>. This information can help you work out how much you may have to pay for your offset.

2. Contact a broker(s) to arrange to purchase your offset requirement

All approvals granted to remove native vegetation will include conditions to secure native vegetation offsets before the native vegetation is removed. If you have an approval to remove native vegetation, contact one of the relevant brokers to arrange the purchase of native vegetation credits to secure your offset.

The *Report of available native vegetation credits* includes a list of brokers and their contact details. The DELWP website has details of past trades of native vegetation credits in an excel file that can be downloaded from:

<https://www.environment.vic.gov.au/native-vegetation/native-vegetation/offsets-for-the-removal-of-native-vegetation/i-need-to-secure-an-offset>

Important points to remember

- The report is not evidence that you have met your permit conditions. You need to contact a broker(s) to secure your offset.
- Where possible secure all your offsets from one credit site.
- If you cannot find one credit site that matches all your requirements you will have to secure your offset from a number of sites.
- Prices can vary from one site to another and brokers may charge different fees.
- When possible, contact more than one brokers for quotes. The credit site information (described in Table 5) may help you decide which broker(s) to contact.
- Large trees are attributes of native vegetation credits and should be secured with the required GHU or SHU units. In exceptional circumstances this may not be possible and brokers will assist you.

Questions and Answers

Q1) What happens if there is an error?

Try again a little later, if the error persists email the Registrar at nativevegetation.offsetregister@delwp.vic.gov.au they will be able to assist you

Q2) My search had a 'time-out' error, what can I do?

Click on the 'search' button again. If that does not work, try again a little later. If you are searching for multiple species at the same time, try searching for one or two at a time. If the error persists, email the Registrar at nativevegetation.offsetregister@delwp.vic.gov.au and they will be able to assist you. Time-out may happen when many people are searching at the same time or the offset requirements is complex.

Q3) I have a few permits; can I combine my requirements into one search?

No, you should complete a search for each permit requirement. Combining them into one search may miss available credits as it will only show sites that match the sum of your needs.

Q4) I contacted a listed broker but the offset is not available anymore. What should I do?

Repeat the search. Native vegetation credits are traded every day and new credits are added when a new credit site is established.

Q5) No credit sites are showing up, what should I do?

Download the report and contact all the brokers detailed. They may have a landowner they are working with to secure a new offset site. You can also contact the Registrar at nativevegetation.offsetregister@delwp.vic.gov.au or the Native Vegetation Removal support team on nativevegetation.support@delwp.vic.gov.au.

Q6) I am a credit owner and want to update my broker details

Email the Registrar at nativevegetation.offsetregister@delwp.vic.gov.au

Q7) I am a credit owner why is my site it not showing?

Only sites that are compliant with the agreement, meet the search requirements and are listed as 'for sale' will be shown. If your site is compliant and you want to list the credits as 'for sale' email the Registrar at nativevegetation.offsetregister@delwp.vic.gov.au

