

Changes to BAMS – Detached Permits and Small Second Dwellings

As part of the Victorian Building Authority’s (VBA) ongoing commitment to enhancing our online services to industry and consumers, we are making some changes to the Building Activity Management System (BAMS). This document details changes relating to:

- 1. Prescribed events**
- 2. Small Second Dwellings (SSD)**
- 3. Label change for draftsman fields in BAMS**
- 4. NCC 2022 - Energy efficiency and BCA codes**

These changes are planned to be implemented in BAMS on 16 May 2024.

Find further information about BAMS by [visiting the VBA website](#).

If you have any questions about these changes, please [email the VBA Building Activity \(BAMS\) Team](#).

Changes relating to prescribed events

The VBA acknowledges detached permits (previously referred to as orphaned permits), where the assigned building surveyor becomes unavailable (e.g. where a building surveyor is disqualified, dies, no longer practices etc.) continues to be a significant issue for the community and industry. Accordingly, the VBA is developing sector-wide shared solutions in partnership with industry stakeholders.

The following changes to prescribed events are designed to improve the VBA’s ability to identify where a development may be at risk of delay due to its building surveyor being unable or choosing not to practice, and to improve the VBA’s ability to take the appropriate action.

Removed prescribed event

Title	Code	Description
Project/permit lapsed	20	The existing prescribed event ‘project/permit lapsed’ will no longer be available for reporting. This enables the more detailed prescribed event categories for the reporting of a lapsed permit.



New prescribed events

The following events will be available for reporting in BAMS:

Title	Code	Description
Certificate of final inspection	15	A new prescribed event for 'certificate of final inspection'(CFI) will be available for reporting. This will remove the requirement to include a CFI when reporting PE code 14. Code 14 will instead now only be used for reporting that a final inspection has taken place.
Project/permit lapsed when work not commenced	26	A new prescribed event for 'project/permit lapsed when work not commenced' will be available for reporting.
Project/permit lapsed when work commenced but not completed	27	A new prescribed event for 'project/permit lapsed when work commenced but not completed' will be available for reporting.
Project/permit lapsed when work completed but CFI/OP due	28	A new prescribed event for 'project/permit lapsed when work completed but CFI/OP due' will be available for reporting. Note: <i>'Work completed'</i> means where the relevant building surveyor has carried out an inspection of the final mandatory notification stage of the work.
Extension to commencement date	25	A new prescribed event for permit 'extension to commencement date' will be available for reporting.
Completion of precautions under Reg 116 or 117 related to Demolition and Pool works	52	A new prescribed event for mandatory notification 'completion of precautions under Reg 116 or 117' related to demolition and pool works will be available for reporting.

Advanced notice: New validations for prescribed events

In our ongoing efforts to improve the accuracy and reliability of BAMS, the following validations will be introduced at a later stage to ensure:

1. Issuance of building permit - code 10 is reported prior to any other prescribed events.
2. Final Inspection - code 14 is reported before certificate of final inspection or occupancy permit

Once this validation is in place, if the prescribed events are not lodged in the correct order, the user will be shown an error.

Note: Software vendors and councils please consider preparing your systems for this change.



Changes relating to SSD

On 14 December 2023, the Governor in Council made changes to the Building Regulations 2018 to introduce requirements for a SSD.

BAMS is being enhanced to incorporate the Form 2 changes as an additional field as part of the building permit number application process.

A new dedicated field 'small second dwelling' will be added to the building permit number application form to capture construction of small second dwelling (SSD). This field will require either 'Yes' or 'No' to be provided if below BCA classification fields have Class 1 codes 1ai, 1aii, 1b, 1bi, 1bii, 1a(a), 1a(b), 1b(a), 1b(b) or equivalent.

Label change for drafts person fields in BAMS

As the term 'draftsperson' is no longer a recognised registered class, BAMS will now refer to 'building designer'. This term includes any practitioner who is responsible for completing the building documentation in the areas of architectural, interior or services design. The names for below fields for BPN application will be changed to remove reference to 'draftsperson':

Existing field name	Updated Field name
Draftsperson company name	Other practitioner company name
Draftsperson email	Other practitioner email
Draftsperson first name	Other practitioner first name
Draftsperson last name	Other practitioner last name
Draftsperson registration number	Other practitioner registration number
Draftsperson telephone	Other practitioner telephone

NCC 2022 – Energy efficiency and BCA codes

In order to align BAMS with NCC 2022 requirements, the changes below will be made to BPN application/amendment fields:

1. The requirement for 'solar hot water indicator' and 'rainwater tank indicator' will be made optional for amendments.
2. The reference table for BCA codes has been updated to capture the codes as per NCC 2022 requirements.

The changes will be implemented to both portal and csv file submissions. The technical specifications for csv files have been duly updated to cover the changes listed above to both prescribed events and BPN application/amendment fields.

View the [updated Technical Specifications here](#).

Questions?

If you have any questions about these changes, please [email the VBA BAMS Team](#).