

Suggested Wording for Bushfire Risk Mitigation Regulation 7/10 Applications

This document provides phrases that may be copied to assist emergency services personnel when lodging applications for Regulation 7 and Regulation 10 approval and consent via [ACHKnowledge](#). The standard phrases are provided to promote consistency across applications and to support efficient assessment by the Department of Planning, Lands and Heritage (DPLH). The examples provided are not exhaustive and may be adapted as needed to reflect specific operational requirements or local context.

Proposed Activity

Activity title

Provide an appropriate activity title to be used in all correspondence.

Suggested format: [DFES Region, local government or location] [activity description] [year].

Examples:

- Metro South East Bushfire Mitigation Activities 2025-29
- Shire of Cue Hazard Reduction Burn 2025
- Helena Valley Annual Mitigation Works 2025-27

Proposed activity makes use of the following

Select '[Digging or lifting equipment](#)' from the drop-down list.

Regulation Type

Select '[Regulation 7 and 10](#)' from the drop-down list.

Detailed Scope of Works


The Department of Fire and Emergency Services is seeking Regulation 7 and 10 consent for its bushfire mitigation operations at [location] for the [add period of operation].

Insert a statement describing the operational intent of the scope of works. Examples are provided below.

These bushfire mitigation treatments aim to reduce fuel loads to lower the intensity and spread of potential bushfires.

These bushfire mitigation treatments aim to establish and maintain strategic fuel breaks and low fuel zones that will help to prevent the spread of bushfire.

These bushfire mitigation treatments aim to establish and maintain access for emergency services during bushfires and provide for safe community evacuation.



Provide a detailed scope of works that describes the proposed mitigation activities and equipment. Examples are provided below.

This planned burning operation will include:

- Applying fire to vegetation to reduce the fuel load within the planned burn boundaries, under planned and approved conditions.
- Clearing containment lines for planned burning.
- Using water, foam and fire retardant to suppress and control active fire within or outside planned burn boundaries.

This bushfire mitigation activity will include upgrading and maintaining firebreaks and fire access tracks within and around a bushland reserve by:

- Using plant and equipment [machine blade/bucket; or posi track/skid steer; or ventrac mower] to scrape top layer of soil on existing strategic access tracks and fire breaks within existing ground disturbed areas.
- Clearing vegetation to install a 4m wide fire break along the northern boundary. The fire break will include a 3m wide vegetation-free area with 0.5m on either side where vegetation is managed to not impede vehicle access. The fire break will also have over hanging vegetation pruned to a height 4m to allow access for fire appliances.
- Selective application of herbicide using handheld spray wands to manage invasive grasses and woody weeds.
- Construction of turning areas at the termination of firebreaks and vehicle passing bays at least every 500m.
- Construction of a shallow drain (max 30 cm) along the extent of the fire breaks to prevent the erosion and drainage during rain events.

The 2-ha block of forest vegetation along [insert location reference] will be parkland cleared. Parkland clearing is the removal of most or all understorey vegetation and grasses while retaining an overstorey canopy of trees and selected shrubs. This will include:

- Under pruning trees to 2m height, removing and chipping all dead trees and vegetation on site, which is then left as a layer of mulch less than 100mm in height on the soil surface.
- Slashing vegetation and grasses by [mechanical slasher attached to a tractor brush; or brush cutters] to a height of 100mm.
- Excess material from removing and slashing vegetation may be stockpiled and burnt where required to achieve a 2t/ha fuel load across the treatment area.
- Care will be taken to not damage overstorey trees including avoiding accidental ringbarking trees caused by machinery.
- If a small woodchipper is required to assist with the disposal of debris, the vehicle and woodchipper will use the existing tracks to enter and exit the site.



During this bushfire mitigation operation:

- The Applicant and contractors will stay 10m away from watercourses and will create as little disturbance as physically possible outside the operational area.
 - The Applicant will brief contractors regarding Aboriginal heritage prior to operations commencing onsite.
 - Good environmental hygiene will be practiced. Staff managing the mitigation operations will have completed the hygiene training and will brief the contractors on any hygiene requirements.
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Proposed Start Date

Enter a proposed start date.

Region

Select relevant 'Region' from drop down list.

Location of Place(s)

List of sites and places

- Upload relevant shape files of the mitigation operations including areas of any planned ground disturbance.
- Select the 'Draw and Upload Shapes' icon from the tool bar. This tool allows you to submit shape files or manually draw polygons.
- Select 'Upload a Shape' and upload the relevant shapefiles (e.g. Esri Shapefile, KML, KMZ or GeoJSON – max file size is 10MB) as a ZIP file.
- Once the shapes have been uploaded select 'Search ACH within Boundary'. An auto-populated list of registered sites and lodged places located within the mitigation operational area should appear in the table below the 'Location of Places' map.
- Any additional Aboriginal heritage, not currently listed in the 'Register of Aboriginal Sites' but outlined by the Native Title Parties (NTPs), Traditional Owners (TOs) or local knowledge holders during an engagement process should be included in the 'Supporting Documents' section.

Note: Review the 'How to Guide' (bottom left of tool bar) to obtain further guidance on map tools.



Plan

Impact and Mitigation

Proposed impact to site

Describe how the potential of the mitigation treatments impacting any Aboriginal heritage will be avoided or managed. Examples are provided below.

For bushfire mitigation treatments that will avoid entering Aboriginal sites

The bushfire mitigation treatments described in this application will avoid any impact to Aboriginal heritage by:

- Engaging with DPLH and local knowledge holders to understand the location of any nearby Aboriginal sites and ensure no ground disturbance activities occur within these areas.
- The presence of nearby Aboriginal heritage will be included in operational plans and any briefing of staff and contractors.

For bushfire mitigation treatments that are low disturbance activities

The bushfire mitigation treatments described in this application are considered low disturbance activities and their potential impact on Aboriginal heritage will be managed by:

- The introduction of fire to vegetation during planned burning will be under prescribed and approved conditions.
- Plant, machinery and vehicles used during operations will remain on existing tracks and previously disturbed areas at all times.
- Slashing and pruning activities will be undertaken on foot using handheld equipment (e.g. bush cutters, backpack spray units).
- Only pruned and dead vegetation will be removed from site.
- All activities described are 'Like for like' (i.e. all planned disturbance activities are consistent with similar activities undertaken previously, occurring in previously disturbed areas, and not expected to result in additional disturbance).
- The areas that are the subject to proposed planned burns have a known fire history and have been burnt previously by both planned fire and bushfire.

Total amount of ground to be disturbed (land area and depth, if applicable).

Provide an estimate of the area where ground disturbance will occur and the depth of disturbance. Examples are provided below.

- A total of 4.1km of fire break up to 4m wide (1.6ha total) to a depth of approximately 100mm will be constructed around the perimeter of the reserve inside the existing fence line.
- The planned burn will be conducted over 5ha of forest vegetation using a mosaic burn technique. Containment lines (approximately 3m wide and 100mm deep) maybe be constructed for burn security.



Amount of material to be excavated / removed

Provide a statement of the amount of material to be excavated or removed in ground disturbance areas, if relevant. Examples are provided below.

- The reinstallation of the firebreaks could excavate 12m³ of topsoil which will be spread adjacent to the fire break to allow improve drainage across the site.
- Approximately 10m² of pruned or slashed vegetated material will be stockpiled on site and burnt to reduce fuel loads across the treatment area.
- Felled trees and shrubs will be chipped and spread across the site to a depth of 100mm.

Amount of water to be sampled / discharged or removed from a waterway (as applicable)

Provide a statement of the amount of water to be sampled / discharged or removed from a waterway, if relevant material. Examples are provided below.

- Drafting of water from water points and riparian areas will be conducted only as necessary to mitigate fire behaviour (i.e. fire intensity, rate of spread) and directly support fire control activities.
- No water will be drawn from waterways or creek lines for use during the planned burn. Fire appliances with 3,000L and a water truck with 14,000L filled from hydrants in the nearby town will be available on-site during operations.

Consultation

Consulted Parties and Details

List any engagement or attempted contact with relevant Native Title Party, Traditional Owners or local knowledge holders in relation to the mitigation operations described above. Select **+Create** button and provide full details of the people and organisations that have been notified/consulted including details of type of consultation undertaken and their interest in the place. Select **Submit** at the end of each record.

Supporting Documents

Upload any supporting documents including results of any prior consultation/notification, information detailing any Aboriginal heritage sites not currently listed in the 'Register of Aboriginal Sites', a .zip file containing mitigation program shapefiles, and any other relevant information.