



## **Guideline**

# **Hazard reduction burns within the state-controlled road corridor**

**Agreed process – Transport and Main Roads and Queensland Fire and Emergency Services**

**April 2021**

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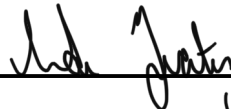
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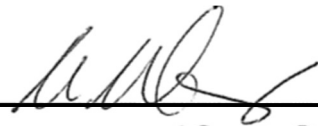
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## 1 Introduction

The Department of Transport and Main Roads manages Queensland’s state-controlled road (SCR) network. Approval from the department is required under Section 50 of the *Transport Infrastructure Act 1994* for a third party to undertake an activity or to locate, construct, maintain, upgrade or operate a structure or thing within the boundaries of the SCR (also known as the SCR corridor or road reserve). Conducting a hazard reduction burn within the SCR corridor is identified as one of the activities that requires approval from the department. The departmental process for issuing approvals under Section 50 of the *Transport Infrastructure Act 1994* is a Road Corridor Permit (RCP). A Traffic Control Permit may also be required prior to commencement of the activity if the activity interferes with the safe and efficient operation of the road network.

The Queensland Fire and Emergency Services (QFES) is responsible for administering the *Fire and Emergency Services Act 1990*. Lighting fires is regulated by this Act which makes it illegal to light certain fires without a Permit to Light Fire (PTL) issued by a Fire Warden or Chief Fire Warden.

## 2 Purpose

This document has been developed jointly between Transport and Main Roads and QFES. It provides clarity on the process for obtaining approval from Transport and Main Roads to conduct a hazard reduction burn within the SCR corridor and from QFES to light the fire for various scenarios, depending on who has requested and is responsible for the burn.

## 3 References

For information on how to apply for a Road Corridor Permit, refer to the Transport and Main Roads website:

<https://www.tmr.qld.gov.au/Community-and-environment/Planning-and-development/Other-matters-requiring-approval/Road-Corridor-Permit>.

For information on how to apply for a Permit to Light, refer to the Rural Fire Service website:

[https://www.ruralfire.qld.gov.au/Using\\_Fire\\_Outdoors/Pages/Lighting-Fires-in-Queensland.aspx](https://www.ruralfire.qld.gov.au/Using_Fire_Outdoors/Pages/Lighting-Fires-in-Queensland.aspx).

## 4 Definitions

Term	Definition
Chief Fire Warden	The Rural Fire Service Area Director performs the role of the Chief Fire Warden.

## 5 Hazard reduction burn scenarios

When a hazard reduction burn is being conducted within the SCR corridor, there are different person/s who could request the burn be conducted:

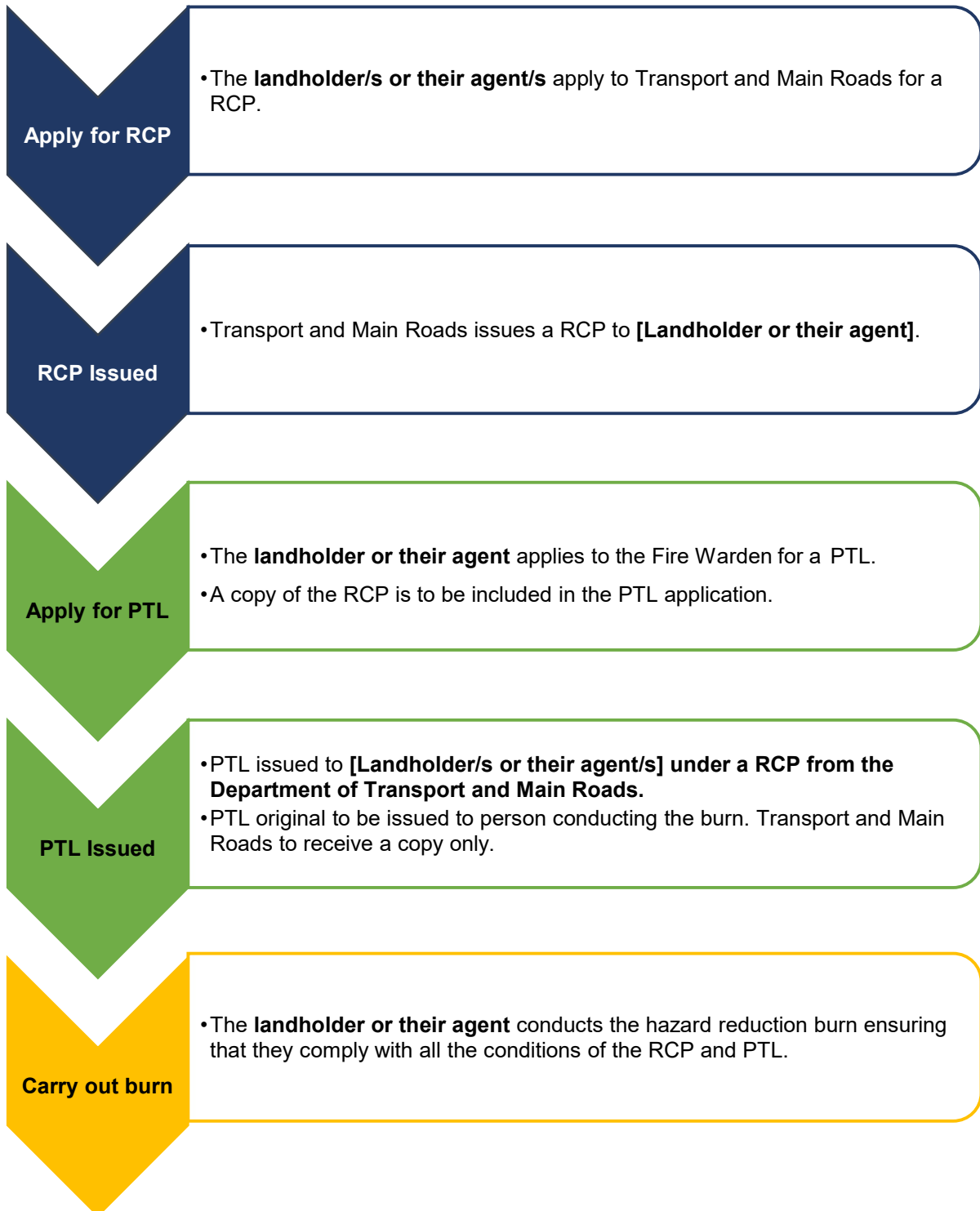
1. adjacent landholder/s or their appointed agent/s (other than QFES)
2. QFES (on behalf of an adjacent landholder/s), or
3. Transport and Main Roads.

The process differs slightly in each of these scenarios. The following sections outline the process for each of these scenarios.

### 5.1 Adjacent landholder requests hazard reduction burn

In Scenario 1 (Figure 5.1), a landholder adjacent to the SCR is requesting to conduct a hazard reduction burn in the SCR corridor, and either the landholder/s or their appointed agent/s (other than QFES) are responsible for conducting the hazard reduction burn within the SCR corridor.

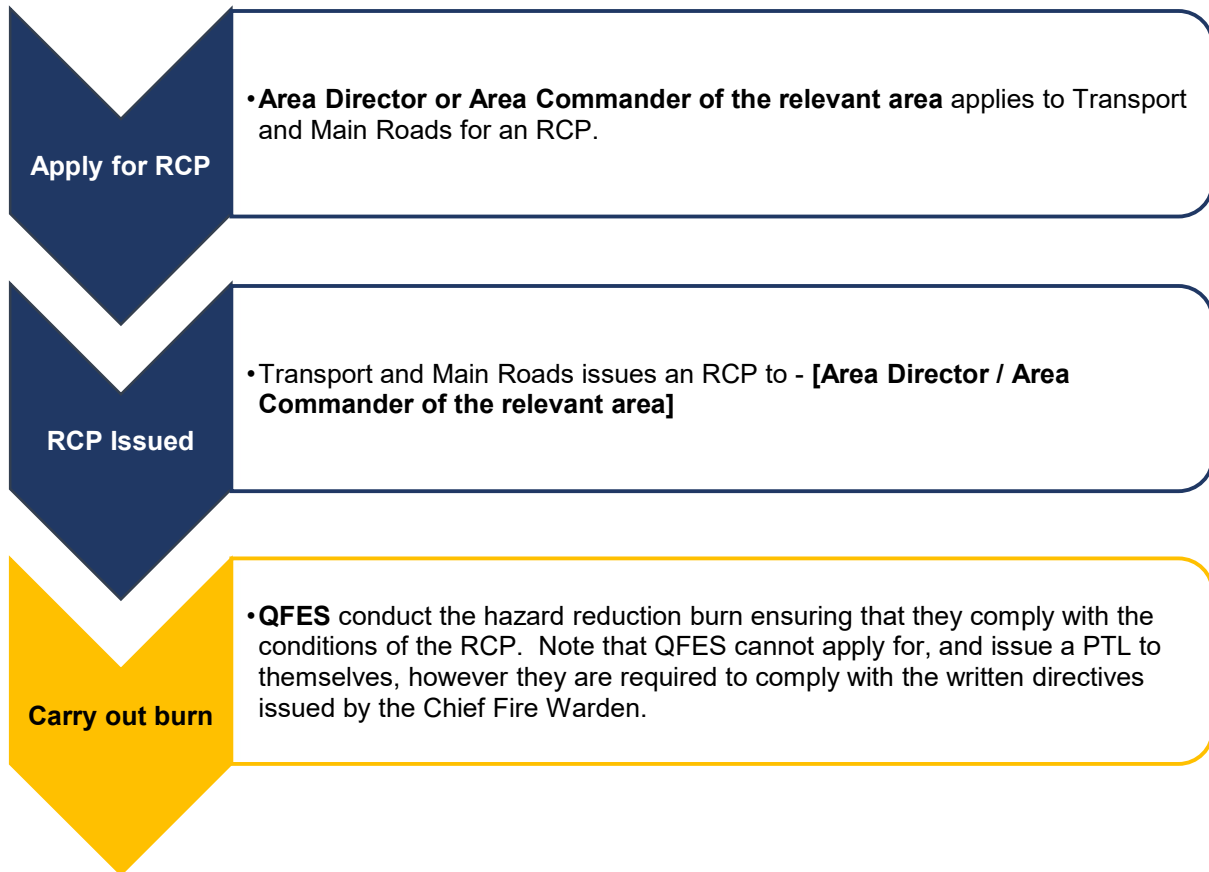
Figure 5.1 – Scenario 1: Adjacent landholder requests hazard reduction burn



### 5.2 QFES requests hazard reduction burn

In Scenario 2 (Figure 5.2), QFES is requesting to, and is responsible for, conducting the hazard reduction burn within the SCR corridor.

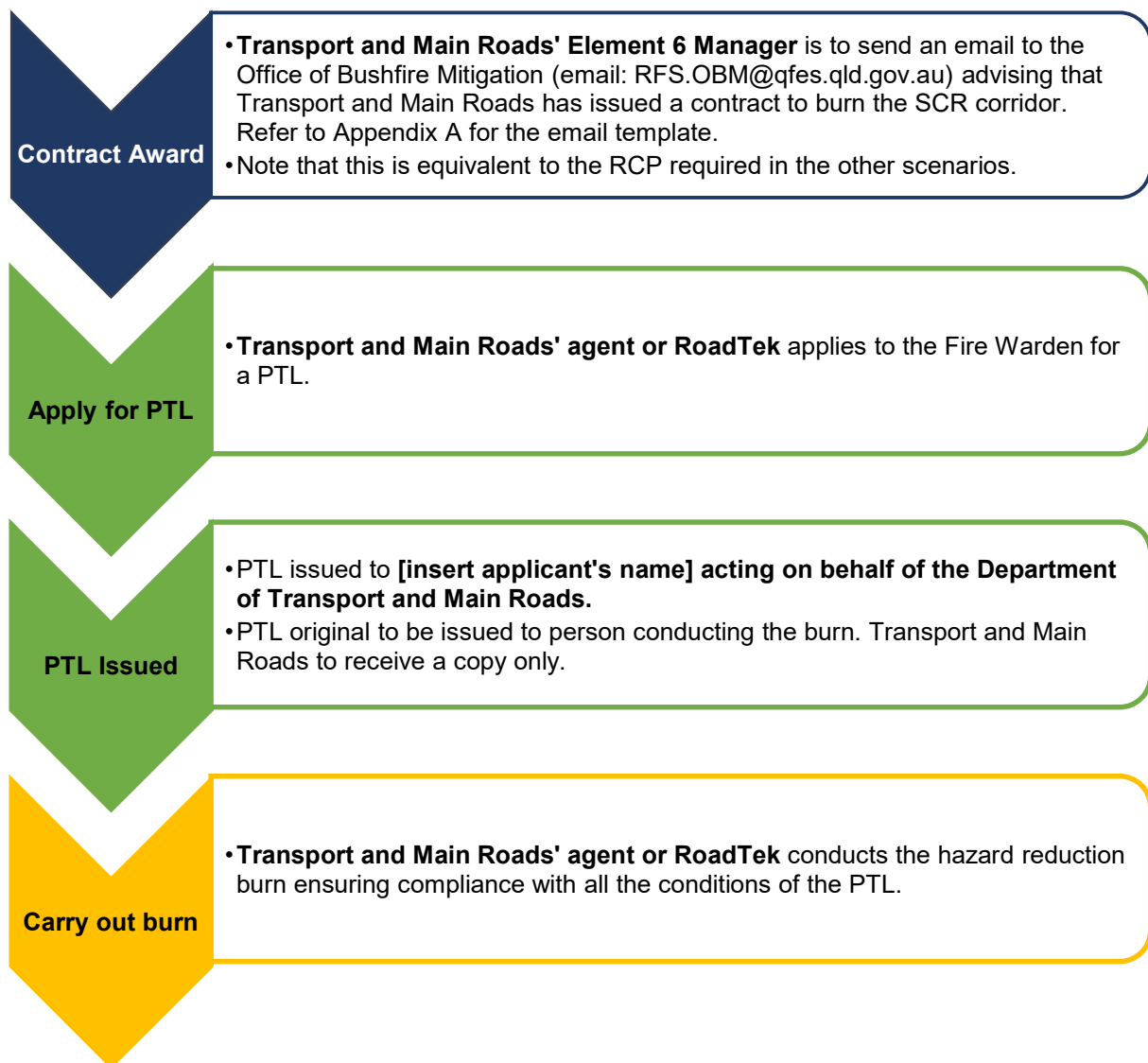
**Figure 5.2 – Scenario 2: QFES requests hazard reduction burn**



### 5.3 Transport and Main Roads requests hazard reduction burn

In Scenario 3 (Figure 5.3), Transport and Main Roads engages an agent (including RoadTek) to conduct the hazard reduction burn within the SCR corridor.

**Figure 5.3 – Scenario 3: Transport and Main Roads engages an agent (other than QFES) to conduct hazard reduction burn**



If QFES is engaged directly by Transport and Main Roads to conduct a hazard reduction burn, note that QFES cannot apply for, and issue a PTL to itself; however, it is required to comply with the written directives issued by the Chief Fire Warden.

## 6 District Fire Management Plans

A Transport and Main Roads District may be proactive in identifying hazard reduction burns that are to occur across the SCR corridor and who will undertake these burns and document these in a District Fire Management Plan.

At this stage, District Fire Management Plans do not replace the need to obtain the relevant approval from Transport and Main Roads to conduct the hazard reduction burn. As such, the relevant process outlined above is to be followed, depending on the party conducting the burn.

Further work is being undertaken to develop a standard District Fire Management Plan.



## Appendix A – Email templates

Following are email templates for advising the Office of Bushfire Mitigation (email: [RFS.OBM@qfes.qld.gov.au](mailto:RFS.OBM@qfes.qld.gov.au)) that Transport and Main Roads has issued a contract to conduct a hazard reduction burn within the SCR corridor. The relevant email must be sent when the contract has been first issued.

### Email 1 – Transport and Main Roads engages an agent (other than QFES) to conduct hazard reduction burn

To Office of Bushfire Mitigation

Please be advised that the Department of Transport and Main Roads has issued a contract to conduct a hazard reduction burn within the state-controlled road corridor. Details of this activity are:

Contractor Name: [insert contractor name]

Location of Work: [insert details identifying the location of the burn]

Timing of Work: [insert details of when the burn is to occur]

The Contractor will shortly be applying to you for a Permit to Light to conduct the hazard reduction burn of the state-controlled road identified above. It should be considered that this application is made on behalf of the Department of Transport and Main Roads. Any resulting Permit to Light should be issued to the applicant on behalf of the Department of Transport and Main Roads. Please ensure that the original Permit to Light is issued to the applicant and a copy of the Permit to Light approval is emailed to [insert email address].

Kind regards,

[insert signature block]

### Email 2 – Transport and Main Roads engages QFES to conduct hazard reduction burn

To Office of Bushfire Mitigation

Please be advised that the Department of Transport and Main Roads has issued a contract to conduct a hazard reduction burn within the state-controlled road corridor. Details of this activity are:

Contractor Name: [insert Fire Brigade name]

Location of Work: [insert details identifying the location of the burn]

Timing of Work: [insert details of when the burn is to occur]

As the contractor is the Queensland Fire and Emergency Services (QFES), and in line with the *Hazard Reduction Burns within the State-controlled Road Corridor – Agreed Process – Department of Transport and Main Roads and Queensland Fire and Emergency Services* guideline, the contractor will not be applying for a Permit to Light. Rather, it is expected that QFES will operate in line with the written directives issued by the Chief Fire Warden.

Kind regards,

[insert signature block]

