

Responsible Department:	Development Services
Responsible Business Unit:	Emergency Management
Date of Review:	20 May 2026
Council Resolution:	110526

1. OBJECTIVE

The objective of this Policy is to minimise the risk and impact of bush fires, regulate burning and fire-related activities within the Shire, ensure appropriate training and preparedness of fire fighters, and support for the Shire in meeting its statutory obligations under the *Bush Fires Act 1954*.

2. SCOPE

This Policy applies to all landowners, occupiers, contractors and any persons undertaking burning, harvesting or machinery operations within the Shire of Chittering, as well to the Shire's bush fire organisation and authorised officers.

3. DEFINITIONS

Harvest and Vehicle Movement Ban (HVMB) means a ban declared by the Shire during periods of extreme fire risk, restricting specified activities.

Bush Fire Control Officer (BFCO) means a person appointed under the *Bush Fires Act 1954* with delegated authority for fire control within the district.

Prohibited Burning Period means the period declared by the Shire during which all burning is prohibited.

Restricted Burning Period means the period declared by the Shire during which burning is permitted subject to conditions.

4. POLICY STATEMENT

The Shire will establish and maintain a Bush Fire Organisation in accordance with the *Bush Fires Act 1954* to provide adequate fire protection within the district to undertake hazard reduction activities, having regard to environmental considerations.

4.1. Harvesting, Movement of Machinery and Burning

The Shire will not permit harvesting operations including stubble processing during a declared a Harvest and Vehicle Movement Ban (including any hot works activities, or on Christmas Day, Boxing Day and New Year's Day).

Harvesting operations may be undertaken during the Restricted and Prohibited Periods (including Sundays and public holidays), subject to the following conditions:

- The Bush Fire Control Officer is notified;
- That a fully operational fire-fighting unit (inclusive of associated pump, hose system and a minimum of 600 litres of water is present at all times; and

At least two (2) able-bodied adults are present during the harvesting operations, only one of whom may be operating harvesting equipment.

5. ROLES AND RESPONSIBILITIES

Council is responsible for establishing the policy framework for bush fire management within the Shire.

The Chief Executive Officer is responsible for ensuring the implementation of this Policy and for supporting the Shire’s bush fire organisation.

The Chief Bush Fire Control Officer is responsible for coordinating bush fire management activities, including hazard reduction, fire response and compliance with legislative requirements.

The Community Emergency Services Manager is responsible for supporting operational planning, training, coordination of volunteer brigades and implementation of bush fire mitigation programs.

Authorised Officers, including Rangers and Fire Control Officers, are responsible for enforcing this Policy, issuing permits and bans, and monitoring compliance.

Landowners and occupiers are responsible for complying with all fire restrictions, permits and directions issued under this Policy and relevant legislation, including maintaining appropriate firebreaks and managing fuel loads on their property.

6. COMPLIANCE

Legislation	<i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1978</i> <i>Shire of Chittering Bush Fires Local Law 2012</i>
Industry	Department of Fire and Emergency Services (DFES) Guidelines Relevant bush fire risk management standards
Organisational Documents	Bush Fire Risk Management Plan Annual Firebreak Notice Council Plan Corporate Business Plan
Strategic Alignment	

7. ADMINISTRATION

Review Cycle	Every 3 years	Next Review Due	April 2028
Policy Owner	Chief Bush Fire Control Officer, Community Emergency Services Manager, Ranger		
Version	Decision Ref	Date	Change
1.0		00/11/2005	Initial adoption
2.0		17/06/2015	Amendment
3.0		17/03/2021	Amendment
4.0	110526	20/05/2026	Amendment