


	FLYING FLAGS ON COUNCIL OWNED FLAG POLES	Policy #	6.9 / 2
		Issued:	17 Feb 2021
POLICY		Next review	2023

Category:	6. Assets & Infrastructure	Classification:	Public
First Issued:	21 st June 2017	Review Frequency:	4yrs – term of Council
Legislation:	Australian Fags – Part 2: The protocols for the appropriate use and the flying of flags.		
Relevant Policies:			
Related Procedures:		Signed:	
Responsible Officer:	Manager Governance		
Adopted on :	17 Feb 2021		

Rationale

The flying of flags is a very visible and recognisable symbol of country, state, community, corporate or cultural identity. Great importance is placed on the dignity of the flag, its appearance and how it is treated

Policy Detail

This Policy provides guidance for the flying of flags on Council-owned flagpoles in accordance with national and state flag protocols.

This Policy provides guidance for the treatment of applications to fly flags on specific days or occasions of cultural significance or to recognise particular events.

1. SCOPE

This Policy applies to the flagpole sites at Poynton Street Ceduna, and Council's Administration Office.

2. PRINCIPLES/PROTOCOLS

The following protocols are noted for the Australian flag and other flags:

- 2.1 The Australian flag takes precedence over all other flags..
- 2.2 When flown with other flags, the Australian flag should be raised first and lowered last unless all flags are raised and lowered simultaneously.
- 2.3 The rule of precedence should be followed when there is more than one flagpole. The Australian flag should always be flown on the far left hand flagpole when facing the flagpoles in front of a building (the pre-eminent position), with the State flag and/or Local Government flag and other flags sequentially to the right.
- 2.4 The Australian flag will be flown at half-mast as a sign of mourning, as dictated by the Australian and/or the State government, observing all flag protocols; or
 - by application from a person to have flag/s flown at half-mast as a sign of respect for a past resident of the district. The flag/s will be lowered only on the day of the funeral or memorial service.

	FLYING FLAGS ON COUNCIL OWNED FLAG POLES	Policy #	6.9 / 2
		Issued:	17 Feb 2021
POLICY		Next review	2023

3. POLICY STATEMENT

The significance of flying the Australian flag and other flags is acknowledged in the following ways:

Poynton Street

- 3.1 The Australian flag, the Aboriginal flag and the District Council of Ceduna flag will be flown, unless approval has been provided to fly an alternative flag in place of the District Council of Ceduna flag.
- 3.2 Applications to fly other flags should be made to Council and submitted at least 3 days prior to the requested date, and will be subject to availability. A diary will be kept of all applications.

Applications must address at least one of the following:

- demonstrated local, state and/or national significance; or
- demonstrated local: social, cultural, environmental, economic, and/or historical significance.

The following types of applications will not be accepted:

- flags depicting a political party or political view;
- flags depicting a club or organisation not associated with the District Council of Ceduna area;
- flags advertising a business or product;
- flags being of offensive nature to community standards.

Only one flag approved by Council can be flown on any day, and will take the place of the Council flag. The approved flag will be presented to the Council Office the day before the proposed hoisting, unless other arrangements are agreed.

- 3.3 All applications to fly flags will be determined by Council's Chief Executive Officer (CEO) or another officer delegated by the CEO. Any dispute at the application will be referred to Council.

- 3.4 Approving an application will not create a precedence for further applications

Council Administration Office

- 3.5 The flags flown at Council's Administrative Office will be; the Australian flag and the District Council of Ceduna flag.

Weather Conditions

- 3.6 Flags will not be flown in hazardous weather conditions as determined by Council Staff.

4. DISPOSAL OF FLAGS

When a flag becomes dilapidated and no longer suitable for use, it should be destroyed privately and in a dignified way. For example, it may be cut into small unrecognisable pieces then disposed of with the normal rubbish collection.