

NARRANDERA SHIRE



FLYING OF FLAGS POLICY

ES220

NARRANDERA SHIRE COUNCIL

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Policy No:	ES220
Policy Title:	Narrandera Shire Flying of Flags Policy
Section Responsible:	Executive Services
Minute No:	10/316
MagiQ File No:	15031
Next Review Date:	As required

Overview:

The purpose of this policy is two-fold:

1. The Policy aims to establish a consistent approach to flying flags under Council's care and control
2. To provide operational guidelines for flying flags under Council's care and control.

Background:

The Flags Act 1953 proclaimed the Australian blue ensign as the Australian National Flag and the Australian red ensign as the flag for merchant ships registered in Australia.

The Australian Aboriginal flag was proclaimed a flag of Australia under Section 5 of the Flags Act 1953 on 14 July 1995.

Policy Statement

- Council will comply with the guidelines of the flag protocols set by the Australian Federal Government in all instances where it has control over the display or management of flags.
- The Australian National Flag takes precedence over all other flags
- The Australian Aboriginal Flag should be flown on additional flagpoles, where available, next to or near the Australian National Flag. If there is only one flagpole available, the Australian Aboriginal Flag should not replace the Australian National Flag. If there are two flagpoles available, the Australian Aboriginal Flag will be flown with the Australian National Flag.

Protocols for flying of flags

- When flown with other flags, the Australian National Flag should be raised first and lowered last unless all flags are raised and lowered simultaneously.
- Flags should be raised briskly and lowered ceremoniously.
- The rule of precedence should be followed when there is more than one flagpole. The Australian National 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 other flags sequentially to the right.
- When flown alone on top or in front of a building with more than two flagpoles, the Australian National Flag should be flown in the centre or as near as possible to it.
- The Australian National Flag can only be flown at night when appropriately illuminated.
- If flagpoles are not illuminated, flags will be raised no earlier than first light and lowered no later than dusk.
- Two flags should not be flown from the same flagpole.
- The dignity of the flags should be preserved at all times. They must not be flown if damaged, faded or dilapidated and should not be allowed to fall or lie on the ground.

Procedures

- Where Council flagpoles are illuminated flags will be flown 24 hours a day.
- The Australian National 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.
- On Anzac Day all flags shall be flown at half mast until 12 noon and then at the peak until 4.30pm when all flags will be lowered.
- On Remembrance Day (11 November) flags shall be flown at the peak until 10.30am and then at half mast between 10.30am and 11.03am. After 11.03am they shall again be flown at the peak.

- Following a request from the relevant local Aboriginal community organisation and, at the discretion of the General Manager, Council will fly the Aboriginal flag at half mast at the Narrandera Visitor Information Centre to mark the passing of an esteemed local elder.

Other occasions where the flag is displayed

- The Australian National Flag, the NSW State Flag and the Aboriginal Flag will be displayed in the Council Chamber for Council Meetings.
- The Australian National Flag and the Aboriginal Flag will be displayed at all citizenship ceremonies to promote greater public awareness.

Statutory implications:

- Financial
Nil
- Legal/Statutory
The adoption of Council policies are in accordance with Council's responsibilities under the New South Wales Local Government Act 1993.

References

It's an Honour. Australian Government.

<http://www.itsanhonour.gov.au/symbols/otherflag.cfm>Flags Act 1953

<https://www.legislation.gov.au/Details/C2008C00376>

Australian National Flag Protocols

<https://www.dpmc.gov.au/government/australian-national-flag/australian-national-flag-protocols>

Policy History

Adopted	14 December 2010
Reviewed	18 April 2017
Amended	18 April 2017



Signed: Chief Executive Officer

Date: 21 April 2017