

S-G07 Flying of Flags at Council Property Policy

Purpose	The purpose of this Policy is to assist with compliance of flag flying protocols as determined by National and State requirements and to provide guidance for local flag raising requirements.	
Department	Governance	
File No.	AER/1100	
Council Meeting Date	25 September 2024	
Minute Number	225.09.2024	
Next Review Date	Four (4) years from Council Resolution Date	
Review History	225.09.96	10 September 1996
	301.12.01	13 December 2001
	368.11.10	18 November 2010
	181.06.2011	16 June 2011
	298.12.2017	14 December 2017
	186.09.2020	22 September 2020

1 Definitions

Nil

2 Objective

To provide direction regarding the flying of flags on Council properties on a daily basis as well as at times of significance.

3 Scope

This Policy applies to flags flown on any Council land or at any facility.

4 Policy

It is the Policy of Council that:

- 4.1 the Australian National and Aboriginal Flags are to be flown on each day that Council is open at the Council Office in Davies Street Whitemark.
- 4.2 the Australian National, Tasmanian and Australian Aboriginal flags are to be flown at the Flinders Island Airport. A second Australian National flag will be flown at the Flinders Island Airport and can be substituted with an Australian Ensign or Flag for ceremonial, commemorative or in special circumstances.
- 4.3 the Australian National, Aboriginal and Tasmanian flags are to be displayed at Citizenship Ceremonies in accordance with the Australian Citizenship Ceremonies Code and Australian National Flag protocols.
- 4.4 flags will be flown at half-mast when directed by the Department of the Prime Minister and Cabinet or the State Protocol Office (Tasmanian Department of Premier and Cabinet).

- 4.5 in recognition of local circumstances, flags flown outside the Council Office will be flown at half-mast on the day a funeral service is held in the Municipality provided that:
- Approval is given by the senior next of kin (as defined by the *Burial and Cremation (Cemetery) Regulations 2005*); and
 - the funeral is held on a day the council office is open.
- 4.6 other flags are only to be flown with the express permission of Council or the Mayor as appropriate.

6 Legislation

Flags Act 1953 (cmwlth)

7 Related Policies and Procedures

Australian Citizenship Ceremonies Code

Australian Department of the Prime Minister and Cabinet: Flying and use of the Australian National Flag and Australian National Flag protocols Australian Government's Australian Flags protocols.

8 Responsibility

The responsibility of this policy rests with the General Manager.