



# Council Policy Manual

## FLAG RAISING

<b>Policy, procedure protocol</b>	Policy
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<b>Resolution</b>	82/19
<b>Review due date</b>	This policy will be reviewed at the time of any relevant legislative changes, or may be reviewed at a minimum, every three years.
<b>Date revoked</b>	
<b>Documents superseded</b>	43/14      21/03/14 436/99    26/11/99 307/01    22/06/01
<b>Related Documents</b>	Flags Act 1953
<b>Relevant delegations</b>	
<b>Responsible Directorate</b>	
<b>Responsible officer</b>	Administration



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## **Purpose**

1. To establish guidelines for the raising and flying of flags outside Council offices.
2. To provide a uniform and harmonized protocol for the raising, displaying and half-masting of flags at all properties and facilities owned and operated by Brewarrina Shire Council.

## **Statement**

1. The Australian national flag be flown in the position of honour as defined by international flag protocol.
2. That three (3) flags are to be flown at the Shire Council Administration Building every working day throughout the year. These three flags will be the Australian flag, NSW State flag and the Aboriginal flag.
3. That flags be flown at half-mast on the following occasions:
  - a. On days of mourning.
  - b. Until noon on Anzac Day (25 April) and then at the peak until the normal time for the closure of business.
  - c. 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 11.03 am they shall again be flown at the peak.
4. That flags that have become dilapidated and unsuitable for use be disposed of in accordance with government guidelines.
5. On occasions when direction is given by the Australian government for all flags to be flown at half-mast.
6. That requests to fly flags other than in accordance with this policy be a matter for determination by the full Council.