

	Flag Flying Policy <i>Policy No. ADMPOL 06</i>	Version No:	1.0
		Responsible Officer/s	Deputy CEO
		Issued:	4 June 2018
		Next Review:	June 2022

1. Purpose

This policy outlines a consistent approach to the flying of flags in Council's care and control within relevant principles and operational guidelines.

2. Scope

The District Council of Grant ("the Council") flies flags in response to Council's governance responsibilities. Flags that may be flown in response to Council's governance responsibilities include:

- A recognised national flag (including subsequent proclamations)
- The South Australian State Flag
- Council's corporate image and brand
- Flags approved by specific Council resolution that in the opinion of Council should be displayed on certain occasions.

3. Policy

3.1. Permanent flags

The Council will fly permanent flags at the following locations (during business hours only):

Principal Office – Commercial Street West, Mount Gambier (refer diagram below)

- Pole 1 – Front (western pole) – Australian Flag
- Pole 2 – Front (eastern pole) – South Australian State Flag
- Pole 3 – Back (western pole) – Aboriginal Flag
- Pole 4 – Back (eastern pole) – District Council of Grant Flag



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Port MacDonnell Community Complex (refer diagram below)

Pole 1 – Australian flag

Pole 2 – Aboriginal flag



3.2. Days of Commemoration

The Council will fly the Australian National Flag and/or other flags as appropriate on the following days of commemoration:

26 January – Australia Day

27 May to 3 June – National Reconciliation Week

In recognition of 27 May as the anniversary of the 1967 Referendum which successfully removed from the Constitution clauses that discriminated against Indigenous Australians and 3 June as the anniversary of the High Court decision in the Eddie Mabo land rights case of 1992.

Both the Australian National flag and the Aboriginal flag will be flown. Where there is only one flagpole available, the Aboriginal flag will not replace the Australian National flag.

NAIDOC Week (to be nominated on an annual basis)

NAIDOC Week is held every year to celebrate and promote a greater understanding of Aboriginal and Torres Strait Islander peoples and culture.

Both the Australian National flag and the Aboriginal flag will be flown. Where there is only one flagpole available, the Aboriginal flag will not replace the Australian National flag.



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3.3. Flags Flown at Half-Mast

Flags are flown at half-mast as a sign of mourning. The Council will fly flags at half-mast when directed to do so by the Australian Government or the South Australian State Government, on the death of a local citizen at the discretion of the Chief Executive Officer, and on:

11 November – Remembrance Day

Flags are flown at the peak from 8am, at half-mast from 10.30am to 11.02am, and at the peak from 11.02am until the usual time for closure of business.

4. Responsibilities

Council's Deputy Chief Executive Officer and Executive Support Coordinator are responsible for ensuring the requirements of this Policy are met.

5. References:

Federal Legislation

Flags Act 1953

Other Related References

Department of the Prime Minister and Cabinet excerpt from the booklet *Australian flags* – Part 2: The protocols for the appropriate use and the flying of the flag

6. Review

This Policy shall be reviewed by the District Council of Grant at minimum every four (4) years, within 12 months of a general election (or on significant change to legislation or other matters which could affect this policy).

Action	Date	Minute Reference
Adopted by Council	5 September 2016	16115.3
Amended	4 December 2017	17153.1.3
Amended	4 June 2018	18081.4.1