

	F140 FLAG PROTOCOL	Version No:	7
		Issued:	March, 2019
		Next Review:	March, 2021

1. INTRODUCTION

The City of Mount Gambier is responsible for the flying of flags in various public locations in the City.

This role responds to governance responsibilities with respect to recognised National flags, the State Flag of South Australia and the official flag of Council, (Mount Gambier).

2. POLICY OBJECTIVES

This policy identifies the basis upon which flags are flown in public locations in the City including in response to it's governance responsibilities.

3. GOVERNANCE PURPOSES

Flags flown in response to Council's governance responsibilities will be flown in accordance with relevant State and Commonwealth legislation and protocol guidelines in force from time to time.

3.1. Flags may be flown for a governance purpose if they are:

- 3.1.1. the recognised National Flag (pursuant to the Commonwealth Flags Act 1953, including subsequent Proclamations),
- 3.1.2. the South Australian State Flag (State Proclamation 1904),
- 3.1.3. flown in accordance with instructions that may be received from time to time from the State and/or Commonwealth, including for the flying of flags at half mast, or
- 3.1.4. Council's Coat of Arms, or
- 3.1.5. flags approved for this purpose by specific resolution of Council that in the opinion of Council should be displayed on certain occasions.

By way of example Appendix 1 contains a list of days of commemoration for the flying of the Australian National Flag and, where appropriate, other flags.

These days are necessarily separated from these policy provisions as they may be changed from time to time in accordance with the provisions at 3.1.1-3.1.3.

4. DESIGNATED LOCATIONS FOR FLYING FLAGS

4.1. Permanent Locations

Council has responsibility for the permanent flying of flags at the following locations:

Civic Centre, standard arrangement

- Pole 1 (northern pole) - Australian National Flag
- Pole 2 (central pole) - South Australian Flag
- Pole 3 (southern pole) - Mount Gambier Flag

Cave Garden, standard arrangement

- Two poles fronting Watson Terrace
- Pole 1 (northern pole) - Aboriginal Flag
- Pole 2 (southern pole) - Torres Strait Islander Flag

"The Lady Nelson", standard arrangement

 <p>City of Mount Gambier</p>	<h2>F140 FLAG PROTOCOL</h2>	Version No:	7
		Issued:	March, 2019
		Next Review:	March, 2021

Pole 1 (western pole) - Australian National Flag
Pole 2 (central pole) – South Australian Flag
Pole 3 (eastern pole) - Mount Gambier Flag

Federation Arch at Vansittart Park

Australian National Flag flown permanently

Council Depot

Australian National Flag (work days only).

4.2. Memorial Purposes

Flags are flown on Anzac Day and Remembrance Day in accordance with the protocol for these special days at the following locations:.

Vansittart Park War Memorial

Boer War Memorial

4.3. Other Purposes/Locations

Council provides locations for the flying of flags, including those flown in accordance with clauses 3.1.3 and 3.1.5, as follows:

Cave Garden Courtyard

3 x poles used only for special occasions

Old Town Hall Fountain fronting Commercial Street East

1x pole for use by the Mount Gambier and District RSL.

5. COUNCIL CHAMBER STATIC FLAG DISPLAY

Council displays the following flags within the Council Chamber:

Australian National Flag
British Flag (Union Jack)
South Australian Flag
Aboriginal Flag
Torres Strait Islander Flag
Mount Gambier Flag.

6. REVIEW & EVALUATION

This Policy is scheduled for review by Council in March 2021, however, will be reviewed as required by any legislative changes which may occur.

7. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.mountgambier.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

	F140 FLAG PROTOCOL	Version No:	7
		Issued:	March, 2019
		Next Review:	March, 2021

File Reference:	AF18/51
Applicable Legislation:	Proclamation 1904 (State) Flags Act 1953 (Cwlth)
Reference:	
Related Policies:	C700 Corporate Branding and Identity
Related Procedures:	
Related Documents:	Australian Flags – Protocols for appropriate use and the flying of the flag (extract) It's an Honour (website)

DOCUMENT DETAILS

Responsibility:	MANAGER EXECUTIVE ADMINISTRATION
Version:	7.0
Last revised date:	19 th March, 2019
Effective date:	19 th March, 2019
Minute reference:	19 th March, 2019
Next review date:	March, 2021
<u>Document History</u>	
First Adopted By Council:	18 th February 1999
Reviewed/Amended:	20 th August 2002, 15 th April 2003, 19 th September 2006, 18 th December 2008, 15 th March 2016, 19 th March 2019

	F140 FLAG PROTOCOL	Version No:	7
		Issued:	March, 2019
		Next Review:	March, 2021

APPENDIX 1

Days of commemoration for the flying of the Australian National Flag and, where appropriate, other flags:

1 January – Anniversary of the establishment of the Commonwealth of Australia

26 January – Australia Day

March, second Monday – Commonwealth Day

21 March – Harmony Day – Harmony Day began in 1999 and celebrates Australia's success as a diverse society united as one family by a common set of values.

25 April – Anzac Day

9 May – Anniversary of the inauguration of Canberra as the seat of government (Australian Capital Territory only)

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.

The Australian Aboriginal Flag and the Torres Strait Islander Flag should be flown on additional flagpoles, where available, next to or near the Australian National Flag on Australian Government buildings and establishments.

If there is only one flagpole available, the Australian Aboriginal Flag and the Torres Strait Islander Flag should not replace the Australian National Flag. If there are two flagpoles available, it is at the discretion of the authority concerned to determine which flag should be flown with the Australian National Flag.

June, second Monday – Celebrated as the Queen's birthday, except in Western Australia, where it is observed in October.

July, nominated week – NAIDOC Week (originally an acronym for National Aboriginal and Islanders' Day Observance Committee, the acronym has since become the name of the week) – NAIDOC Week is held every year to celebrate and promote a greater understanding of Aboriginal and Torres Strait Islander peoples and culture.

The Australian Aboriginal Flag and the Torres Strait Islander Flag should be flown on additional flagpoles, where available, next to or near the Australian National Flag on Australian Government buildings and establishments.

If there is only one flagpole available, the Australian Aboriginal Flag and the Torres Strait Islander Flag should not replace the Australian National Flag. If there are two flagpoles available, it is at the discretion of the authority concerned to determine which flag should be flown with the Australian National Flag.

3 September

– Australian National Flag Day - anniversary of our Flag, first flown in 1901.

17 September – Citizenship Day – Citizenship Day was introduced in 2001 and is an opportunity for all Australians to take pride in our citizenship and reflect on the meaning and importance of being Australian.

24 October – United Nations Day – The United Nations Flag, if available, should be flown all day. If only one flagpole is available, the United Nations Flag should be flown, even if that flagpole is ordinarily reserved for the Australian National Flag. If two flagpoles are available, the United Nations Flag should be flown in the pre-eminent position.

11 November – Remembrance Day

Excerpt from the booklet '[Australian flags – Part 2: The protocols for the appropriate use and the flying of the flag](#)' published on behalf of the Department of the Prime Minister and Cabinet