
CHESHIRE EAST COUNCIL

Civic Sub Committee

Date of Meeting:	3 August 2010
Report of:	Democratic Services Manager
Subject/Title:	Flag Flying Policy

1.0 Report Summary

- 1.1 To invite the Sub-Committee to consider making recommendations in respect of a flag flying policy for civic buildings in Cheshire East Borough.

2.0 Recommendations

That the Sub-Committee considers the contents of the report and makes recommendations to the Constitution Committee on a flag flying policy in respect of civic buildings in Cheshire East.

4.0 Financial Implications

- 4.1 The cost of replacing Flags can be met from within existing resources.

5.0 Legal Implications

- 5.1 There is no legislation relating to the flying of the Union and other flag. The Union Flag is the national flag by long established custom and practice, rather than having been provided for by statute.
- 5.2 Under Schedule 1 Class H of the Town and Country Planning (Control of Advertisements) (England) Regulations 2007, national flags, the flags of the Commonwealth, European Union, the United Nations, English counties and certain saints can be flown without the express consent of local authorities as long as they satisfy the standard conditions for the display of advertisements generally and the conditions and limitations set out within Class H itself.

6.0 Risk Management

- 6.1 Failure to fly flags to celebrate or commemorate significant events, and in particular the Union Flag and National Flag of England, can attract adverse publicity for the Council. A Flag Flying Policy will ensure that flags are flown to show Cheshire East Council's support and respect for significant events.

7.0 Background

- 7.1 Cheshire East Council has not yet adopted a Flag Flying Policy. The Cheshire East flag is flown permanently from a variety of Cheshire East buildings. In the last year the Leader and the Chief Executive have agreed on an ad hoc basis that flags be flown as follows from the three main administrative buildings:-

Birthday of Her Majesty Queen Elizabeth II (Union flag)
St George's Day (National Flag)
Official celebration of Her Majesty's birthday (Union flag)
Armed Forces Week (Armed Forces flag)
Remembrance Day (Union Flag at half mast)

- 7.2 The Council also flew the National Flag during the English Football team's participation in the World Cup, and the Polish flag at half mast outside the Municipal Building Crewe as a mark of respect following the Polish air disaster (12 April). The Cheshire East flag has also been flown at half mast following the death of Councillors.

- 7.2 The Department of Culture Media and Sport has published guidance for Government Departments that recommends that the Union Flag is flown on the following days:

- 20 January - Birthday of The Countess of Wessex
- 6 February - Her Majesty's Accession
- 19 February - Birthday of The Duke of York
- March (2nd Monday) - Commonwealth Day
- 10 March - Birthday of The Earl of Wessex
- 21 April - Birthday of Her Majesty The Queen
- 9 May - Europe Day
- 2 June - Coronation Day
- 10 June - Birthday of The Duke of Edinburgh
- June (date varies) - Official Celebration of Her Majesty's Birthday
- 17 July - Birthday of The Duchess of Cornwall
- 15 August - Birthday of The Princess Royal
- November (2nd Sunday) - Remembrance Sunday
- 14 November - Birthday of The Prince of Wales
- 20 November - Her Majesty's Wedding Day

- 7.4 The Department of Culture Media and Sport encourages local authorities to regularly fly the Union and National Flag.

- 7.5 Enclosed at Appendix 1 is a recommended Flag Flying Policy for Cheshire East Council.

- 7.6 The Flag Institute, in association with the Flags & Heraldry Committee, an all party group of the United Kingdom Parliament, has produced guidance to help and guide public bodies when flying the flag in a variety of situations.

8.0 Access to Information

- 8.1 The background papers relating to this report can be inspected by contacting the report writer:

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FLAG FLYING POLICY AT CHESHIRE EAST COUNCIL

1. GENERAL

The Cheshire East Borough Flag will be flown permanently at full mast on all Cheshire East establishments where a safe and serviceable flag pole exists. It will be the responsibility of the Property Team to ensure that Cheshire East Flag is suitably maintained and flown.

The Cheshire East Flag will only be flown at half mast on the death of the following until sunset on the day of the funeral:

- a Member of the Council;
- an Ex-Mayor of the Borough;
- an Ex-Leader/Leader of the Council;
- an Honorary Freeman;
- an Honorary Alderman;
- a serving Member of Parliament of a Parliamentary Constituency within the Borough.

Set out below are those occasions when an alternative flag will be flown at the Administrative Centres in Sandbach, Macclesfield and Crewe only.

2. UNION FLAG

The Union flag will be flown full mast on the following days:

- 9 March – Commonwealth Day
- 21 April – Birthday of Her Majesty the Queen
- 13 June – Official Birthday of Her Majesty the Queen
- Second Sunday in November – Remembrance Sunday

The Union Flag should be flown at half mast on the day of the death of the following:

- The Sovereign; or
- The Mayor.

The flag will remain half mast until after the funeral (except in the case of the Sovereign when flags are hoisted right up from 11:00 a.m. to sunset on Proclamation Day – and then lowered back to half mast after sunset until after the funeral).

In the case of deaths within the Royal Family (except the Sovereign), the flag will be flown on the day of the funeral and subject to special commands from the Sovereign in each case.

The Union Flag will be flown to support the Great British Team during the Olympics.

3. NATIONAL FLAG OF ENGLAND

St. George's Day 23rd April.

The National Flag will be flown to support the English Team during the Commonwealth Games and, at the discretion of the Leader of the Council, in support of other National Teams.

4. ARMED FORCES

The following flags will be flown in support of the Armed Forces:

Army 18th June (Waterloo)
Merchant Navy 3rd September (Red Ensign)
Royal Air Force 15th September (Battle of Britain)
Royal Navy 21st October (Trafalgar)
Armed Forces Week (June each year)

5. OVERSEAS VISITORS

The relevant national flag will be flown when Cheshire East Borough formally receives visitors from overseas.

6. MARK OF RESPECT

The Leader of the Council will determine when Cheshire East Council will fly its flags at half mast as a mark of respect to express the sympathies of the Council in appropriate circumstances.

7. OTHER OCCASIONS

Ad hoc requests to fly flags that are not covered by this policy will be determined by the Leader of the Council.