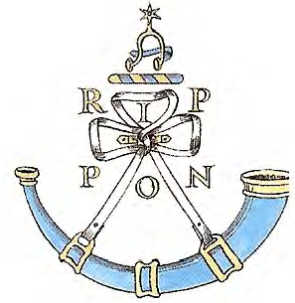


# *Ripon City Council*



## Flag Flying Policy

Adopted by Full Council 12<sup>th</sup> April 2018

Ripon Town Hall is owned and managed by Harrogate Borough Council (HBC). Flags on HBC buildings are flown in accordance with guidance from the Department for Culture, Media and Sport which is updated from time to time.

Ripon City Council (RCC) has been granted permission by HBC to fly flags other than the Union Flag in accordance with local custom. Flags are traditionally flown by RCC for a variety of reasons, these include to show allegiance, support, respect or to celebrate.

The following flags will be flown on the dates indicated:

#### **The Union Flag**

Flown in accordance with HBC policy.

#### **St George's Flag**

Flown in accordance with HBC policy.

#### **Other Flags**

Other flags flown at Ripon Town Hall include:

#### **Armed Forces Day Flag**

The Armed Forces Day Flag will be flown on and before Armed Forces Day in accordance with advice from the Chief of the Defence Staff. Dates vary, but usually fall during the last week in June.

#### **The Royal Air Force Ensign**

The Royal Air Force Ensign will be flown on Battle of Britain Day.

#### **Ripon City Flag**

The Ripon City Flag will be flown on Civic occasions in the City. The Ripon City Flag may be flown to celebrate local events at the discretion of the Mayor.

The Ripon City flag will be flown at half mast on the death/funeral of:

- A serving or former member of Ripon City Council;
- An Honorary Freeman of the City of Ripon;
- A former Mayor;
- A serving officer in the Regiments who have been granted the Freedom of the City of Ripon;
- At the discretion of the Mayor, on the death/funeral of local civic and community dignitaries.

The Ripon City Flag will be flown on the day of death and then lowered completely, although it should be noted that this can be extended until the day following the death. The Ripon City Flag will be flown again on the day of the funeral.

#### **Yorkshire Flag**

The Yorkshire Flag will be flown on Yorkshire Day. The Yorkshire Flag may be flown to celebrate local events in place of the Ripon City Flag at the discretion of the Mayor.

#### **Other Considerations**

Flags will not be flown during severe weather warnings and planned maintenance.

Flags will only be erected by authorised members of HBC staff in order to comply with Health & Safety and insurance requirements. If a member of HBC staff is not available then it is recognised that it will not be possible to arrange for a flag to be flown.

#### **Other Guidance**

This Policy is read in conjunction with the following guidance which may be updated from time to time:

Plain English Guide to Flying Flags – November 2012 – Department for Communities and Local Government.  
Flying Flags in the United Kingdom, A guide to Britain's Flag Protocol – Flag Institute.