

POLICY

FLAG FLYING & BUILDING LIGHTS

What is in the Policy?	This policy sets out the use of flags & building light displays on Ware Town Council property with adherence to relevant regulations and cultural considerations.
Date Adopted	27th January 2025
Review Date	January 2028

For more information please contact: info@waretowncouncil.gov.uk / 01920 460316

1. Policy statement

- 1.1. This policy aims to establish uniform procedures for displaying flags on Ware Town Council properties. It also applies to the use of coloured lighting on the exterior of the Ware Priory building. The use of flags and lighting is to promote civic pride, commemorate events, and adhere to legal and cultural considerations. The appropriate and respectful display of flags and the use of lighting on town council buildings is to ensure that they are used in a manner consistent with their intended purpose.
- 1.2. Flying of flags is not the subject of statute law in England, Wales or Scotland. Advice is issued by the Department for Digital, Culture, Media and Sport (DCMS) on flying of flags on government buildings.

2. Background

- 2.1. Ware Town Council recognises that flags are symbols that can boost local and national identities and strengthen community cohesion. Like all symbols, flags can have different interpretations and have the potential to cause disharmony between community groups. The flying of any flag must be viewed in the context in which it is flown or displayed. Factors affecting the context include the manner, location and frequency with which flags are flown.
- 2.2. On special occasions, such as national holidays, significant local events, or commemorations, the town council may illuminate the building using special lighting. The same principles apply to the use of this lighting.

3. Approved Flags

- 3.1. This Policy reflects latest guidance and is intended to maintain the dignity of national flags. The recognised occasions/events of specific flags are:

- The Union Flag
- The Cross of St George Flag
- The Armed Forces Day Flag
- The Rainbow Flag
- The Ware Parish Flag
- Merchant Navy Flag
- Town Twinning Flags
- VE Day Commemorative Flag
- Council of Europe Flag

4. Context for flying flags/building lighting

- 4.1. With the exception of the Ware Parish flag, other flags and building lighting should be on designated days or those commemorating a specific event including but not limited to:
 - St George's Day
 - Council of Europe Flag 5th May
 - Official celebration of His Majesty's birthday
 - Armed Forces Day (last Saturday in June)
 - Remembrance Day (second Sunday in November)
 - Rainbow Flag for Pride Month (first weekend of month). This flag is an international symbol commonly flown by Local Authorities to demonstrate a commitment to equality and the inclusion of all citizens. It is widely interpreted as a universal symbol of freedom rather than the emblem of a 'political' group.
- 4.2. Ware Town Council shall fly the Union Flag at half-mast (or other appropriate flag) to mark the occasions outlined in the Ware Town Council Policy 'Protocol of Marking the Death of a Senior National Figure or Local Holder of High Office'. This policy was developed in accordance with guidance from the DCMS. The list may be subject to change by the DCMS and the Council shall routinely adopt those changes as soon as it is made aware.

Review Summary

Date	Update
27 th January 2025	Readopted changes to VE Day replacing D Day / addition of Council of Europe Flag
29 January 2024	New Policy Approved