

# Kildare County Council

## Flag Policy

June 2023



**Kildare County Council  
Flag Policy**

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## 1.0 Policy Statement

This policy outlines the proposed council practice in relation to the flying of flags at all council owned public buildings, including the decision-making process for requests relating to same. This is in the context that flying of flags at council buildings may represent a statement of identity, image and values associated with the council and therefore requires a formal protocol and consistent management process. This policy has been prepared having regard to the Guidelines issued by the Department of Taoiseach and will be reviewed and updated as required.

## 2.0 The Irish National Flag

The Irish National Flag (herein after referred to as the National Flag) will be flown on:

- (i) St. Patrick's Day (the National Holiday), Easter Sunday, and Easter Monday (in commemoration of the Rising of 1916) and the National Day of Commemoration (on the Sunday closest to 11 July, the date of the Anglo-Irish Truce in 1921).<sup>1</sup>
- (ii) Council meeting days at Áras Chill Dara
- (iii) At all times at Áras Chill Dara and other council owned public buildings where suitable lighting is provided.



<sup>1</sup> [https://www.taoiseach.gov.ie/eng/Historical\\_Information/The\\_National\\_Flag/The\\_National\\_Flag.pdf](https://www.taoiseach.gov.ie/eng/Historical_Information/The_National_Flag/The_National_Flag.pdf)

## **2.1 Guidelines in relation to the flying of the National Flag<sup>1</sup>**

- 2.1.1** When the National Flag is flown at a building or entrance along with other flags of equal height it should be first on the right (on an observer's left).
- 2.1.2** When the National Flag is flown with the flags of other nations, each flag should have the same width and should fly from a separate flagpole of the same height. Where one of these flags is that of the EU, it should be flown on the immediate right of the National Flag as seen by an observer.
- 2.1.3** Where a building has two or more flagpoles, the flag of Kildare may be flown in addition to the National Flag, but not in a superior position.
- 2.1.4** The National Flag may be flown at full mast all day with the exception of occasions where it is to be flown at half mast. (see Item 4)
- 2.1.5** The National Flag may be flown by night as well as by day as long as it is properly illuminated at all times, preferably by spotlight.
- 2.1.6** When displayed on a platform, the National Flag should be above and behind the speaker's desk.
- 2.1.7** On occasion, an instruction may issue from Central Government to fly the National Flag.
- 2.1.8** When raising and lowering the National Flag, the flag must not be allowed to touch the ground.
- 2.1.9** Where the National Flag has become worn and frayed, it is no longer fit for display and should not be used in any manner implying disrespect.

### **3.0 Days on which Kildare County Council fly other flags**

The following are the flags that can also be considered under this policy.

#### **3.1 Kildare County Flag**

**3.1.1** The Kildare County Flag may fly at Áras Chill Dara in advance of Kildare Teams participating in significant sporting occasions.

**3.1.2** The Kildare County Flag may fly at Áras Chill Dara to mark sporting achievements by Kildare Teams participating in significant sporting occasions.

**3.1.3** In the event of a death in service of a member of the Fire Service, subject to the agreement of the family, the Fire Service may organise a Fire Service funeral. As part of this ceremony, the coffin may be draped with the Kildare County Flag.



#### **3.2 European Union Flag**

**3.2.1** The European Union Flag is flown on occasions where there is a representative of the European Union visiting or where there is a function connected to a project which has received funding from the European Union.



### **3.3 Flags of Other Countries**

**3.3.1** Flags of other countries are flown on occasions where there is an official representative or representative group of another country visiting.

### **3.4 Progressive Pride Flag, Bi Pride Flag and Trans Pride Flag**

**3.4.1** The Progressive Pride Flag will fly every year in support of the Pride Movement and to demonstrate the council's commitment to equality and the inclusion of all its citizens. Pride month usually occurs during June but will be checked in advance with the Pride organisers. When the date has been confirmed, the Progressive Pride Flag will fly for one week at Áras Chill Dara and other council owned public buildings where possible, during Pride month.

Kildare County Council also commits to flying the Bi Pride Flag and the Trans Pride Flag at Áras Chill Dara and other council owned public buildings where possible, at relevant dates to the LGBTQ+ community (see Appendix 1).

**Progressive Pride Flag**



**Bi Pride Flag**



### **Trans Pride Flag**



## **3.5 Other Flags**

**3.5.1** Flags of provinces or towns that Kildare County Council is twinned with may be flown as appropriate, i.e. to mark the presence of a visiting dignitary or deputation, or a significant event relating to twinning.

**3.5.2** Kildare County Council may also fly flags or banners that promote particular events or services which are within the mandate of Local Government.

## **4.0 Occasions on which the National Flag is to be flown at half-mast**

On the death of a national or international figure, the National Flag may be flown at half-mast on council buildings equipped with a flagpole. The council occasionally receives requests from Central Government Departments to fly the National Flag at half-mast as a mark of respect for victims of national or international tragedies.

**4.1** The death of a prominent local figure may also be marked locally by the National Flag being flown at half-mast.

**4.2** The decision to fly the National Flag at half-mast, as outlined above, will be decided by the Cathaoirleach, the Chair of the Protocol and Procedures Committee and the Chief Executive

**4.3** On the death in service of a Councillor or member of staff, the National Flag will automatically be flown at half-mast at Arás Chill Dara, and other appropriate buildings, on the day of the funeral.

**4.4** Half-mast means the flag is flown two-thirds of the way up the flagpole, with at least the height of the flag between the top of the flag and the top of the flagpole.

**4.5** If another flag is normally flown beside the National Flag, this flag should not be flown at all whilst the National Flag is at half-mast.

## **5.0 Requests and Assessing requests outside the Flag Policy**

Any other request from an elected member to fly a flag, other than those specifically listed in this Flag Policy, shall be submitted to the Corporate Services Department (email: meetings@kildarecoco.ie) in order to be considered by the Cathaoirleach, the Chair of the Protocol and Procedures Committee and the Chief Executive.

## **6.0 Decision Making Process**

The primary guiding principle when assessing requests to fly flags is to ensure the opportunity aligns with Kildare County Council's values of equality and respect for all and such a request enhances the image and identity of Kildare County Council.

## **7.0 Protocol Non-Compliance**

The council reserve the right to revoke any flag arrangement that has not been approved in accordance with this Policy.

## **8.0 Policy Review**

This Flag Policy will be reviewed by the Protocol and Procedures Committee periodically, or as required to ensure fitness for purpose.



## Appendix 1

Flag	Date	Day	Significance	National/ International
Trans Pride Flag	March 31st	International Transgender Day of Visibility		International
Trans Pride Flag	November 13th to 20th	Trans Awareness Week finishing with International Trans Day of Remembrance	A week to educate about transgender and gender non-conforming people, and the issues associated with their transition and/or identity. Day to memorialize those who have been murdered as a result of transphobia.	International
Progressive Pride Flag	May 17th	International Day Against Homophobia, Transphobia and Bi Phobia	To raise awareness of violence, discrimination, abuse, and repression of LGBTQ+ at home and worldwide.	International
Progressive Pride Flag	A week in June	Pride Month		National
Bi Pride Flag	September 19th to 23rd	Bi Visibility Week	Bi Visibility Day, also known as International Celebrate Bisexuality Day, has been marked each year since 1999 on September 23rd to highlight biphobia	International