

## **FLAG FLYING PROTOCOL**

**Report by Chief Executive**

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**SCOTTISH BORDERS COUNCIL**

**23 NOVEMBER 2023**

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### **1 PURPOSE AND SUMMARY**

- 1.1 This report seeks approval for an updated Flag Flying Protocol to include arrangements for the lighting of the Council tower in response to requests from external charitable organisations, public bodies and to reflect any humanitarian, international events that the Council wishes to signal support for.**

### **2 RECOMMENDATIONS**

- 2.1 I recommend that the Council agrees to approve the Flag Flying Protocol contained in Appendix 1 to this report and to include this on the Council website.**

### **3 BACKGROUND**

- 3.1 The latest version of the Council's Flag Flying Protocol was agreed by Council in June 2015. An updated version of the protocol is contained in Appendix 1 to this report.

### **4 THE PROTOCOL**

- 4.1 The current protocol is silent on the arrangements which should apply when requests are received to light the Council tower. This process has been increasingly adopted in recent years following the installation of new energy efficient lighting technology which allows the tower to be lit in a variety of two-tone colours. This report sets out the reasons why the tower will be lit, and the arrangements that should apply to any request for lighting. The report also updates the current flag flying protocol which largely mirrors the protocol adopted by the Scottish Government for flying flags on public buildings. A list of the buildings which will have flags flown in future is included in the report, removing the Gateway Centre in Coldstream and the Rosetta Road Building in Peebles from the list of properties where flags will be flown as part of the protocol. The flagpole in Eyemouth is situated on private land beside the War Memorial, appropriate arrangements to re-site the flagpole to the former Council Offices continue to be explored.

### **5 IMPLICATIONS**

#### **5.1 Financial**

There are no direct financial implications associated with this report.

#### **5.2 Risk and Mitigations**

There are no direct risks associated with this report.

#### **5.3 Integrated Impact Assessment**

An integrated impact assessment has been undertaken. There is no impact or relevant to the Equality Duty or Fairer Scotland Duty for this report.

#### **5.4 Sustainable Development Goals**

There are no direct economic, social or environmental issues with this report.

#### **5.5 Climate Change**

There are no direct carbon emissions impacts as a result of the report.

#### **5.6 Rural Proofing**

A Rural Proofing check is not required.

#### **5.7 Data Protection Impact Statement**

There are no personal data implications arising from the proposals contained in the report.

#### **5.8 Changes to Scheme of Administration or Scheme of Delegation**

No changes are required to either the Scheme of Administration or the Scheme of Delegation as a result of the proposals in your report.

## 6 CONSULTATION

- 6.1 The Director - Finance & Procurement, the Director - Corporate Governance, the Chief Officer - Audit and Risk, the Director - People Performance & Change and Corporate Communications will be consulted and any comments will be reported at the meeting.

### Approved by

**Name David Robertson**

**Title Chief Executive**

### Author(s)

Name	Designation and Contact Number
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**Background Papers:** Nil

**Previous Minute Reference:** Scottish Borders Council, 25 June 2015

**Note** – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. Declan Hall can also give information on other language translations as well as providing additional copies.

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