

LYTHE PARISH COUNCIL SMOKE FREE POLICY

Purpose

This policy has been written in conjunction with the legal requirements contained in the Health Act 2006 and aims to protect all Council individuals from exposure to second hand smoke.

This policy applies to all employees, contractors, consultants, temporary workers, customers, members, visitors, or volunteers.

Policy

Second hand smoke exposure increases the risk of serious illnesses such as cancer and heart disease.

The Council mandates that all workplaces are smoke-free, including Council vehicles of all types and all enclosed workspaces. Dangerous exposure is not prevented by the separation of smokers and non-smokers or by the deployment of ventilation or air conditioning in Council buildings.

Implementation

All staff are obliged to adhere to and support the implementation of the policy. All new members of staff will be provided with a copy of this policy as part of their induction process and training will be carried out as necessary.

At all entrances to Council owned/tenanted buildings, within the building and in all Council vehicles, appropriate signage indicating “no smoking” will be displayed.

Employees or third parties with concerns about possible breaches should contact the Clerk.

Policy review

Ultimate responsibility for the implementation of this policy is held by the Council, which will inform all employees and third parties of their role in the implementation and monitoring of the policy.

The Council also holds responsibility for reviewing the policy.

Non-compliance

Breaches of the legislation attract fixed-penalty fines and possible criminal prosecutions.

In the workplace, employees may also face disciplinary action for breaching this policy.

NHS support

Employees who need help to stop smoking can access support through the NHS at:

- www.nhs.uk/smokefree
- National Smokefree Helpline: 0300 123 1044.

(Source: CIPD HR Inform)