

Report to: Joint Consultative and Safety Committee (JCSC)

Subject: The Council's Smoking Policy.

Date: 25 November 2014

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1. Purpose of the Report

To present an updated smoking policy to address the areas of confusion regarding the existing smoking policy. The updated version is a more comprehensive policy that includes guidance on nicotine replacement treatment and electronic cigarettes. JCSC are asked to consider and comment on this revised policy before it is submitted to ACSC to review. Cabinet will then consider / approve the revised policy following this consultation process.

2. Background

The current smoking policy was originally agreed in 2007. Since the original policy was written there have been several areas of confusion surrounding its interpretation, additionally it does not provide a policy position on nicotine replacement treatment or the use of electronic cigarettes within the workplace.

Currently there are three documents that cover guidance and instruction on smoking within the Council. They include the current smoking policy within the employee handbook, the safety officers' smoking safety guidance note and the smoking policy created by the Leisure and Culture service area to address specific concerns within each leisure centre that were not addressed by the previous two documents.

3. Proposal

The revised draft smoking policy document amalgamates the three documents into a singular policy and includes guidance on nicotine replacement treatment and the use of electronic cigarettes within the workplace.

This revised policy also includes instructions for Transport, Waste, Parks and Street Care service areas that were not previously covered in the 2007 smoking policy.

It provides clearer guidance for management and employees and addresses confusion regarding smoking arrangements when on Council business, such as when employees have paid and unpaid breaks, prohibited areas and instructions

for smoking in GBC uniform.

This revised policy has regard to the commitment made by the Council (at its meeting on 12 November 2014) to sign the Nottinghamshire Declaration of Tobacco Control and undertake a range of actions all designed to reduce the harm caused by smoking in Gedling and the county.

The policy directs that from April 2016 smoking will not be permitted by any council employee during paid hours. Up to that date the Council will provide help and support to those who wish to reduce/stop smoking.

It is proposed that current and future Contracts of Employment will be amended to reflect this policy.

4. Resource Implications

The communication of the change in policy to be completed within existing operational budgets.

5. Recommendation

1. JCSC are asked to review/comment on the revised policy and approve its submission to ACSC for the subsequent approval of Cabinet.

6. Appendices

- 1 Smoking Policy 2006.
- 2 Handbook Smoking Policy 2007.
- 3 Safety Officer's smoking safety guidance note.
- 4 Smoking Policy – Leisure.
- 5 Revised Smoking Policy 2014.