



**REVISED WORKPLACE SMOKING POLICY**  
**REPORT OF DEPUTY CHIEF EXECUTIVE – CORPORATE DIRECTION**

**WARDS AFFECTED: ALL WARDS**

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1. PURPOSE OF REPORT

- 1.1 To present the updated workplace smoking policy.

2. RECOMMENDATION

- 2.1 That members approve the revised policy.

3. BACKGROUND TO THE REPORT

- 3.1 This policy has been updated to take account of the change in council office location and the increasing use of electronic cigarettes.
- 3.2 Since the introduction of the policy, the council has since moved from Argents Mead to the Hinckley Hub and from Middlefield Lane to the Jubilee building. The policy, whilst broadly remains the same, now reflects an updated paragraph in regard to setting out the council's designated smoking areas. The policy reminds staff that there is a designated smoking shelter at the Hub; this is particularly important given the close proximity of the residential area to the Hub. In regard to the Jubilee and Atkins building, staff are permitted to smoke adjacent to the building as these do not have a dedicated shelter.
- 3.3 We have also seen an emergence in electronic or 'E-cigarettes'. E-cigarettes fall outside the scope of smoke free legislation as the act of smoking requires a substance to be burnt. Employers therefore can choose whether to allow E-cigarettes to be used inside work premises or not.

The policy is developed upon the core principles which are:

- Tackling smoking and reducing the occurrence of tobacco related death and illness across the whole of the borough
- Protecting the health of all of its employees and visitors by ensuring a smoke free environment
- Promoting the health of employees, members and external visitors by providing opportunities and support for those who wish to give up smoking

Given the above principles, the council seeks to take a proactive approach to discourage any form of smoking, this also applies to 'look alike' cigarettes. As an active role model therefore it would be at a conflict to condone the use of these inside the council buildings. Equally, it is also unclear at present, following advice from the general medical council, whether there are any long-term health implications of the use of E-cigarettes, both for the individual and through passive smoking. The council's position in regard to the use of these cigarettes is clearly addressed within the policy and states that the use of electronic cigarettes will be treated the same as cigarettes and therefore will not be allowed to be used inside council buildings.

- 3.4 The policy has been slightly adapted for partners and presented to the Hub Operational Group which represents all partners who work at the Hub. It was agreed

by the group to adopt this policy to ensure a consistent approach for all, given that the policy is building not employment specific.

#### 4. FINANCIAL IMPLICATIONS [AQ]

4.1 There are no financial implications arising directly from this report.

#### 5. LEGAL IMPLICATIONS [EH]

5.1 The policy supports the council's obligation to ensure that its buildings remain a smoke free environment.

#### 6. CORPORATE PLAN IMPLICATIONS

6.1 Corporate Aim 2 – Empowering communities – Improve health and wellbeing.

#### 7. CONSULTATION

7.1 The Trade Unions have been fully consulted and have contributed to the revised policy.

#### 8. RISK IMPLICATIONS

8.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

8.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

8.3 The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
That partners do not adopt the policy	Ensure that the building policy is communicated as widely as possible	Julie Kenny

#### 9. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

9.1 The council has a duty of care to the public to ensure their health is protected and seeks to commit to smoke free environment. Conversely the council also recognises an individual's right to smoke and will not target smokers in a negative manner. All individuals will be proactively signposted to support if needed.

#### 10. CORPORATE IMPLICATIONS

10.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications

- Planning Implications
- Voluntary Sector

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Background papers: None

Contact Officer: Julie Stay, HR and Transformation Manager, extension 5688

Executive Member: Cllr A Wright