

EAST HERTS COUNCIL

LOCAL JOINT PANEL - 11 MARCH 2015

HUMAN RESOURCES COMMITTEE - 25 MARCH 2015

REPORT BY SECRETARY TO THE EMPLOYER'S SIDE

SMOKE-FREE WORKPLACE POLICY

WARD(S) AFFECTED:      NONE

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**Purpose/Summary of Report**

To approve the revised Smoke-free Workplace Policy

**RECOMMENDATION FOR LOCAL JOINT PANEL:**

**That:**

(A)	the revised Smoke-free Workplace Policy be recommended for approval.
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**RECOMMENDATION FOR HUMAN RESOURCES COMMITTEE:**

**That:**

(A)	the revised Smoke-free Workplace Policy be approved.
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1.0 Background

1.1 The Council's Smoke-free Workplace Policy was last reviewed in September 2007. The Council's programme of policy review is after three years or sooner in line with legislation and best practice.

1.2 The Policy has been updated to support the Council's Health and Wellbeing Strategy 2013-2018 and supports feedback received through managers and Here to Help Programme.

- 1.3 Research has been carried out by the Environmental Health Officer who found that some other Authorities had introduced a total smoking ban including Bristol, Bexley, Greenwich, Torfaen and Cheshire.
- 2.0 Report
- 2.1 Key Changes**
- 2.2 The policy is more aligned to the Health and Wellbeing Strategy 2013-18.
- 2.3 A proposal to move to a totally smoke-free environment, which includes the removal of all smoking shelters, from 1 January 2016.
- 2.4 The introduction of a group support programme, run by the Hertfordshire Stop Smoking Service, to help those who wish to quit smoking.
- 2.5 The policy now includes the use of electronic cigarettes.
- 2.6 It makes it clear that individuals who take time away from their desks to have a 'smoking break' must do so in their own time and record this on their flexi sheet.
- 2.7 It specifies that individuals should take not more than one 'smoking break' in the morning and one in the afternoon.
- 2.8 The contact information in the Sources of Information and Advice has been updated.

Please see **Essential Reference Paper 'B'** for the revised Smoke-free Workplace Policy

3.0 Implications/Consultations

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

None

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