



Whittlesey Town Council

SMOKING & VAPING POLICY

Document History		
Status	Date	Version
Drafted by Clerk	10 th January 2020	2.0
Reviewed by Finance & Policy	14 th February 2022	3.0
Adopted by Full Council		
Review date – 1 year or if there is a change in legislation		

Approved:

Chairman of the Council

OBJECTIVE: To ensure the safety and comfort of staff and visitors to the office of Whittlesey Town Council.

Responsibility: All staff and visitors

Under section 2 of the health and safety at work act, 1974, employers must protect employees' health and provide a healthy and safe working environment.

The UK Government changed the law and introduced a no smoking policy in any enclosed workplace, public building, or public transport in the UK on 1st July 2007.

The law does not apply to e-cigarettes (vaping). However, Whittlesey Town Council has also decided to use the no smoking law for e-cigarettes (vaping).

This law applies in the following locations that Whittlesey Town Council owns.

The Town Council Offices. (building known as Peel House)
The Council Chamber.
The courtyard area in front of the main doors to the chamber

The policy has been introduced as the town council have recognised the danger to staff and visitors

Please note that staff caught smoking or vaping in areas where a no smoking & vaping policy is in operation will be subject to disciplinary procedures.

Any visitor caught smoking in areas with a no smoking policy will be asked to leave the premises.