

WEST DUNBARTONSHIRE COUNCIL

Report by Head of Personnel Services

Joint Consultative Forum – 31st August 2006

Subject: No Smoking Policy

1. Purpose

- 1.1** To provide the written response requested at the JCF on 25th May 2006, in relation to the actions taken so far by Directors to minimise the effects of passive smoking on employees whilst working directly with client/client groups.

2. Background

- 2.1** The Council has implemented a revised No Smoking Policy arising from our legislative obligations imposed upon the Council in terms of the Smoking, Health and Social Care (Scotland) Act 2005 (The Act). The Act banned the smoking of tobacco and tobacco related products in public places from 26th March 2006. From that date, all council offices, council vehicles and wholly/substantially enclosed premises have been No Smoking areas.

3. Main Issues

- 3.1** The Policy advises that employee concerns about working in the homes of clients who smoke, will always be handled in a sensitive manner. The Manager will undertake a risk assessment and take appropriate action to eliminate/minimise any risk identified. Employees will be expected to work in partnership with their manager to identify a suitable solution.
- 3.2** The Social Work Department and the Department of Housing, Regeneration and Environmental Services have issued advice and guidance to employees and clients and it is expected any operational issues will be handled through the Departmental Health & Safety Committee and or the Joint Consultative Committee.
- 3.3** The Finance Department are currently preparing an information pack for Visiting Officers.

4. Personnel Issues

- 4.1** Personnel implications areas outlined above.

5. Financial Implications

5.1 There are no financial implications.

6. Conclusions

6.1 Corporate Personnel agree with the Trade Unions that it is vital to protect the best interests of employees and recommend Corporate Personnel lead a review of the Policy and Departmental guidelines issued with a view minimising the effects of passive smoking and to standardising the guidance across the Council.

7. Recommendations

7.1 An information article on minimizing the effects of passive smoking on employees be prepared for the public for publication in the next edition of the Council newspaper 'The News'.

7.2 A review of the No Smoking Policy be undertaken and the findings presented to a future JCF meeting.

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Head of Personnel Services

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Background Papers: Nil

Wards Affected: All wards