

Covering Communication

Dear All

The Council is committed to ensuring it's premises are a smoke-free environment and protecting employees to enable them to work in a smoke-free workplace.

As a reminder to everyone smoking is not permitted:

- By any persons including staff, Councillors, visitors and tenants within the premises or on the grounds from which Council services are delivered.
- Within vehicles parked on these premises.
- Within Council vehicles and pool cars at any time.
- In personal vehicles when transporting others within working hours and/or when on authorised business

There are dedicated smoking areas and individuals are requested to respectfully ensure they only smoke within these dedicated areas to minimise the impact of smoking on others.

The smoking areas are:

- Arc: Front of site to the far side of the Entrance gates
- Mill Lane: Top of steps in side car park
- Doe Lea Depot: Outside pedestrian entrance gate on the pavement or outside bottom vehicular entrance gates
- Eckington Depot: Outside entrance gates
- Coney Green, Tangent & Pleasley Vale Business Centres: Smokefree for Members of the Public and Tenants have a designated smoking area at the rear of the site
- Eckington Pool, Dronfield Sports Centre and Sharley Park Leisure Centre are smokefree sites
- South Normanton Hub: TBC

Other premises: Individuals must be 5 metres away from the building.

The use of e-cigarettes and vaping is prohibited wherever smoking is prohibited.

Please note smokers are expected to dispose of cigarette waste sensibly in an appropriate receptacle and not leave litter on the ground. In line with the Council's Smoking Policy and the law any individual seen dropping litter can be liable to an immediate fixed penalty notice and fine.

Any employees failing to follow the Council's Smoking Policy will be subject to disciplinary action.

Any visitor seen smoking, vaping or using electronic cigarettes at any premises will be advised of the policy and asked to extinguish/put away their cigarette/electronic cigarette. Employees are responsible for making visitors to Council premises aware of the

requirement to comply with the policy and that non-compliance will be a breach of the Health Act 2006 and therefore a criminal offence.

Any contractor seen to be smoking, vaping or using electronic cigarettes at any premise shall be reminded of the contractual conditions verbally and in writing.

Private Dwellings: smokers will be requested to refrain from smoking during visits from Council employees and that, if people insist on smoking or vaping in the presence of Council employees, the visit will be ended.