



UNIVERSITY OF
BIRMINGHAM

Health and Safety Policy **Smoke-free Policy**

UHSP/25/SFP/11

This document sets out in more detail the arrangements for compliance with University Health and Safety Policy and the *Health Act 2006* (relating to Smoke-free premises) and it gives guidance on how these requirements may be met. This document forms a part of the University Health and Safety Policy. It has been approved by the Environment, Health and Safety Executive Committee, in consultation with the Joint Safety Advisory Committee, and it will be subject to review.

Revised June 2011
UHSP/25/SFP/11

CONTENTS

	PAGE
INTRODUCTION	1
POLICY	1
ORGANISATION AND ARRANGEMENTS	
Heads of Budget Centre	1
Individuals	1
The Director of Estate Management	1
The Occupational Health Service	1
GUIDANCE	
Health Information	2
Fire Information	2
Legal Requirements	2
Advice on giving up smoking	2

Smoke-free Policy

UHSP/25/SFP/11

INTRODUCTION

The purpose of this Policy is to protect non-smokers from the effects of tobacco smoke and to comply with the requirements of the *Health Act 2006* and Smoke-free regulations made under the Act. The policy applies to all persons on site whether employed or not. Smokers will be encouraged and assisted to reduce their intake or to give up smoking altogether.

The benefits of the Policy are:

- Improved wellbeing of staff and students by providing a healthier environment for employees, students and any visitors
- The maintenance of good working relationships between smokers and non-smokers
- A reduced risk of fire hazards.

POLICY

Subject to the exceptions below; **smoking is prohibited within all University premises and vehicles.**

Smoking is only permitted outside of buildings except for where there is a fire hazard (e.g. from the handling of highly flammable liquids) and not within 10 metres of entrances to buildings or windows.

Signs, as required by Smoke-free Regulations, will be provided at entrances to premises and in vehicles.

ORGANISATION AND ARRANGEMENTS

Heads of Budget Centre must:

- Ensure that their Budget Centre has arrangements in place to comply with this policy.
- Ensure that all staff, students and visitors are informed of the arrangements, in particular at induction
- Take action where the policy is breached, including invoking disciplinary processes for staff and students who fail to comply with the policy, as appropriate.
- Ensure that visitors and contractors are aware of the policy.

For multi-occupancy buildings collaboration with other Budget Centres will be necessary.

Individuals must comply with this policy and not put the health of others at risk.

Non-compliance with the provisions of this policy by individuals is a disciplinary offence and can be dealt with according to existing disciplinary procedures. Failure to comply with the Smoke-free law is a criminal offence and may be subject to a fixed penalty fine or criminal prosecution. The Smoke-free law is enforced by Birmingham City Council.

The Director of the Estates Office will provide for the safe disposal of smoking materials in areas frequented by smokers, when requested by Budget Centres and at the cost of the Budget Centre.

The Occupational Health Service will provide advice on smoking cessation and direct individuals to appropriate assistance.

GUIDANCE

Health Information

NICE (National Institute for Health and Clinical Excellence) states that smoking remains the main cause of preventable disease and early death in England with an estimated 85,000 deaths a year. A wide range of conditions are caused by cigarette smoking including: cancers, respiratory disease, coronary heart and other circulatory diseases, stomach/duodenal ulcer, impotence and infertility, complications in pregnancy and low birthweight, osteoporosis, cataracts, age-related macular degeneration and periodontitis. Following surgery, it contributes to lower survival rates, delayed wound healing and post-operative respiratory complications.

Breathing secondhand smoke ("passive smoking") can affect the health of non-smokers. For example, it can exacerbate respiratory symptoms and trigger asthma attacks. Longer term, it increases the risk of lung cancer, respiratory illnesses (especially asthma), heart disease and stroke (International Agency for Research on Cancer 2002: Scientific Committee on Tobacco and Health 2004). It may also prove unpleasant and disagreeable to non-smokers. Smoking in public places has become less acceptable in recent years. This trend is reflected in the introduction of regulations to ban smoking in public places.

Fire Information

About 10% of all fires on industrial premises are attributed to smoking materials and smoking materials have been implicated in many domestic fire deaths.

Legal Requirements

The *Health Act 2006* and regulations made under (Smoke-free legislation) mean that virtually all enclosed public places, workplaces, public vehicles and work vehicles will become smoke-free. This means that:

- it will be an offence to smoke in smoke-free premises or vehicles
- it will be an offence for those who control or manage smoke-free premises or vehicles to fail to prevent smoking in the premises or vehicle
- it will be an offence for people who occupy or manage smoke-free premises or vehicles to fail to display the required no-smoking signs at the premises or within the vehicle

The *Health and Safety at Work, etc. Act 1974* establishes the general duty of employers to ensure the health, safety and welfare of all employees and others, so far as is reasonably practicable. It also imposes a duty on employees to take reasonable care at work for the safety of themselves and others.

Advice on giving up smoking

The NHS have established a free Smoking helpline on 0800 022 4332 and a website at <http://smokefree.nhs.uk/>

From time to time the Occupational Health Service arranges smoking cessation classes on campus during the day.