



WEDDIN SHIRE COUNCIL

POLICY NUMBER: 14.11.2

POLICY FOR SMOKE FREE AREAS

Adopted: 17 August 2017

POLICY FOR SMOKE FREE AREAS (NO. 14.11.2)

1. **Title:** Policy for Smoke Free Areas

2. **Number:** Policy Number 14.11.2

3. **Purpose**

The purpose of this policy is to nominate those work places and public areas where smoking is prohibited, to protect the health of employees.

4. **Application**

The policy applies to all employees of the Council and all visitors and members of the public whilst on Council property or worksites.

5. **Associated Legislation and Other References**

Work Health and Safety Act 2011

Work Health and Safety Regulation 2011

WHS Management Plan

6. **Policy**

6.1 **Policy**

The smoking of tobacco and other substances is prohibited in the following areas:

- Council Chambers and Offices, corner Weddin and Camp Streets, Grenfell,
- Grenfell Community Hub (Library, Art Gallery, Conference Room/Cinema, Office, Computer/Internet Centre) in Main Street, Grenfell,
- Council Office (old bank building), corner Main and Forbes Street, Grenfell,
- within 5 metres of buildings in Council's depot in South Street,
- within 10 metres of the swimming pool complexes at Grenfell and Quandialla,
- buildings or enclosures within the Sewerage Treatment Works and rubbish tip areas, Grenfell,
- buildings on parks and reserves within the shire,
- all Council vehicles, both within and beyond the shire,
- any confined spaces such as graves, sewer manholes, water tanks and the like.
- Doctors Surgeries at Weddin and Burrangong Streets.

6.2 **Responsibility**

- i) it shall be the responsibility of all employees not to smoke in the prohibited areas, to ensure the well-being of their fellow employees.
- ii) it is the responsibility of supervisory staff to ensure that employees under their control comply with the requirements of this policy.
- iii) it is the responsibility of any organisation using or hiring Council property to ensure that this policy is complied with.
- iv) it is the responsibility of any visitor or member of the public whilst on Council property to ensure that this policy is complied with.

7. **Non-compliance**

Non-compliance with this policy may render an employee or a supervisor liable for disciplinary action.

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In the case of a visitor or a member of the public, this person may be required to leave the premises.

8. Review and Amendment

- This policy shall be reviewed by September 2017 and thereafter at four (4) yearly intervals, to ensure it meets all statutory requirements and the needs of Council.
- This policy may be amended or cancelled by Council at any time without prior notice or obligation.

9. Adoption

- This policy commences as from the date of adoption by Council, being 17 August 2017 and replaces any previous policy.

10. History

Version	Details
14.1.3	Adopted 15 April 1994
14.11.1	Adopted 18 July 2013
14.11.2	Adopted 17 August 2017