

Title	Promotion of a Smoke Free Environment
Policy Number (Governance Purpose)	



Policy Type

Council

Policy Purpose

The purpose of this policy is to reduce the community's as well as City's employees' exposure to environmental tobacco smoke. In addition, the intention is that this policy will assist to increase awareness of the dangers of exposure to environmental tobacco smoke and to assist employees that would like assistance to quit smoking.

This policy supports restricting smoking in certain outdoor areas as well as City operated buildings and workplaces.

Policy Statement

Creating policies that limit the public places that people may smoke, assists to protect the community from the potential harmful effects of environmental tobacco smoke and in addition, creating policies that limit City employees from smoking under certain circumstances, in turn protects the City employees and sets a positive example to the community. This will be undertaken specifically through:

The creation of policies that restrict smoking around playgrounds, sporting facilities, playing fields, beaches, dunes or jetties as well as covered bus stops, council owned or managed buildings and Council run events.

The creation of policies for City employees sets out criteria that encourages the cessation of smoking and discourages smoking in and around the workplace.

(1) Council Property and Buildings

1. Council Offices grounds are designated as Smoke Free Areas. This includes the City of Cockburn offices, associated land, car parks and all grassed areas.
2. Smoking in City owned vehicles is prohibited.
3. Appropriate disposal/ash-bins to be installed at access points to Council Office grounds (e.g. at the foot of the car park steps) and at other appropriate locations to ensure proper disposal of smoking paraphernalia.
4. Ensure appropriate signage/stickers are erected at appropriate locations to Council owned enclosed public places, which clearly states smoking is prohibited in and around the buildings.
5. Job advertisements to state that the City of Cockburn offers a smoke-free work environment.

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6. Letter of acceptance for contract of employment at the City of Cockburn to include information regarding the Council offices grounds, Council owned buildings, and vehicles being smoke-free.
7. Council buildings that are leased, licensed or hired by Council will have smoke-free clauses inserted into their agreements for use.
8. Assistance and support to nicotine dependent staff will be made available. This includes a free health assessment; access to the Fresh Start quit smoking course free of charge during work hours (courses organized by Health Services); and nicotine replacement therapy as approved by the CEO.
9. Council Officers that smoke within the municipality during work hours must smoke in discreet areas, and safely dispose of cigarette butts while working out of the office but within the City. Officers must also adhere to the signage in the public places.
10. Tenders and contracts for work with the City of Cockburn will stipulate adherence to this Policy as a contractual condition

(2) Public Places

1. Smoking will be prohibited:
 - a. Within 10 metres of all children's playground equipment
 - b. Within 10 metres of sporting facility building entrances
 - c. Within 10 metres of any other persons on Council playing fields or sporting grounds.
 - d. Within 10 metres of any other persons on City of Cockburn beaches, dunes or jetties.
 - e. Within all covered bus stops.
 - f. Within 10 metres of the entrances of Council owned or managed buildings including balconies or covered areas of the buildings.
 - g. At all Council run or sponsored events on its beaches, reserves, parks, ovals and playing fields.
2. Signs and/or stickers will inform the community that these areas are smoke-free. Compliance will be self-regulatory.

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