

Consultation Log – Smoking Policy – May 2019

Who	Comments/Feedback	Changes made as a result/action
NHS Healthy Working Lives – January 2019	<p>Met with NHS Healthy Working Lives and comments were received as follows:</p> <p>The policy includes a statement that refers to the Smoking, Health and Social Care (Scotland) Act 2005</p> <p>The policy includes a statement that contributes to the organisation's overall concern for the health, safety and welfare of employees.</p> <p>For all organisations: Compliance with the Smoking and Health and Social Care (Scotland) Act 2005 – Smoking is prohibited for all employees, visitors, customers and contractors within the working environment. The legislation also covers smoking in company vehicles at all times</p> <p>To prevent the risk of being exposed to second hand smoke, smoking is prohibited in leased vehicles and private vehicles (only if employer covers the cost of fuel) used by employees for work, when carrying passengers.</p> <p>To prevent the risk of being exposed to second hand smoke, smoking is prohibited in entrances and doorways.</p>	All changes made.

	<p>For exempt sites (see appendix for full list): ie designated rooms in specified residential accommodation, adult care homes, adult hospices, residential psychiatric hospitals and units. Smoking is only permitted in internal designated areas for residents, where applicable (on humanitarian grounds)</p> <p>The policy gives guidance on where/when people are allowed to smoke and/or use ecigarettes.</p> <p>Policy mentions responsibilities of all employees visitors, customers and contractors to comply with policy conditions equally.</p> <p>Policy or supporting information outlines the training/guidance provided for managers to assist with the effective implementation and enforcement of the policy.</p> <p>Date of implementation is included.</p> <p>Monitoring & review: Policy states there is a review process and is revised as necessary.</p> <p>Policy or supporting information outlines commitment to education/information provision including information on national and local cessation support for all employees. This should include information what support will be offered and how employees can access it.</p>	
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Health and Safety By email 18/01/19, V1	No comments received.	
Clive Pegram, Keith Quinn and Robert Stewart – Partnership Forum By email 18/01/19 Version 1	2. needs to be a section with regard to the review process of HR and the Partnership Forum and it will take place every three years?	Actioned – section 10.
	3. further clarification is required here as it gives the impression when carrying passengers they have an option to smoke – when they do not have an option to smoke.	Actioned – this has been amended accordingly.
OMT and Partnership Forum – 21/03/19	3. reword that break in morning and afternoon is a guide, anytime off for smoking will be deducted from flexi; breaks can be refused for business needs.	Actioned.