

Title of report	Alcohol and Drugs Policy/Smoking Policy
Report to	Resources Committee
Action	For approval
Summary/purpose of report	To provide the Resources Committee with a revised Alcohol and Drugs Policy and Smoking Policy.
Recommendations	The Resources Committee is asked to approve the draft Policies.
Links to Operational and Strategic Plans	The information in this report links to: Strategic Outcome 4 - specifically the priority to implement structures and tools to support high standards of governance.
Link to the Operational and Strategic Risk Registers	The information in this report links to: Risk 5 - the SSSC does not have sustainable resources to support the delivery of Strategic Plan objectives (i.e. the strategic planning growth assumptions are not financially sustainable).
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Documents attached	Appendix 1: Alcohol and Drugs Misuse Policy Appendix 2: Consultation Log – Alcohol and Drugs Misuse – May 2019 Appendix 3: Smoking Policy Appendix 4: Consultation Log – Smoking Policy – May 2019

1. INTRODUCTION

- 1.1 This report provides members of the Resources Committee with up to date Smoking and Alcohol and Drugs Policies in line with the most recent government legislation. The SSSC has a duty of care to employees to provide and maintain a safe and healthy working environment. The aim of the Smoking Policy is to reflect legislation and guarantee the right of non-smokers to breathe smoke-free air at work whilst also taking into account the needs of those who smoke.
- 1.2 The SSSC also recognise that alcohol and drugs misuse are an area of social concern and recognise that an employee with such problems requires support and help.

2. CURRENT STATUS

- 2.1 The current Smoking Policy and Alcohol and Drugs Policy are out of date, February 2009 and May 2003, therefore both require to be updated.
- 2.2 The SSSC Healthy Working Lives silver criteria requires these policies to be up to date in order that we can achieve the silver award.
- 2.3 Consultation has taken place with Health and Safety and the Partnership Forum and all comments have been included in the revised policies. These include:
 - updated legislation e.g. Road Traffic Act 1988, Medicines Act 1968 and Misuse of Drugs Act (Modification) 2008
 - legislation changes to drug driving laws being introduced in October 2019
 - clarification in the smoking policy when carrying passengers.

3. RESOURCE IMPLICATIONS

- 3.1 There are no resource implications.

4. EQUALITIES IMPLICATIONS

- 4.1 The work did not require any changes as a result of the EQIA

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implication arising out of the terms of this report

6. STAKEHOLDER ENGAGEMENT

- 6.1 The Alcohol and Drugs policy and the Smoking Policy will be proactively discussed with the SSSC's Partnership Forum.

7. IMPACT ON USERS AND CARERS

7.1 There is no impact on users and carers.

8. BACKGROUND PAPERS

8.2 None.