

Nicola Hesketh
Project and Information Co Ordinator

Our Ref: FOI4089/NH/02
Please ask for: Nicola Hesketh
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[name redacted]
The Freedom Association
Richwood House, 1 Trinity School Lane
Cheltenham
Gloucestershire
GL52 2JL

24th August 2016

Dear [name redacted]

Freedom of Information – Request for Information

With regards to your recent enquiry for information held by the Authority under the provisions of the Freedom of Information Act. Please find the information you requested below with reference in the box to your original enquiry for clarity where multiple answers are required.

Details of Your Request

I am writing to request information under the Freedom of Information Act 2000 regarding your council's policy on the use of e-cigarettes and vaping. In order to assist you with this request, I am outlining my query as specifically as possible.

- 1. Please supply me with a copy of your council's policy on the use of e-cigarettes on council premises. This includes all council owned or leased buildings (for example, libraries, offices, museums), council owned or leased property (for example, parks, gardens, and other areas that form part of the grounds of council offices), and vehicles (for example, council owned or leased cars and vans).*
- 2. Please inform me if staff are required to leave their place of work (for example, their desk or vehicle) to vape.*
- 3. Please inform me if staff and visitors have to leave the grounds of council owned or leased property to vape.*
- 4. Please inform me if staff and visitors are required to use designated smoking areas on council owned or leased property in order to vape.*
- 5. Please inform me if your council's policy on the use of e-cigarettes differs in any way from your council's existing policy on smoking. If it does, please explain the differences.*
- 6. Please detail your council's policy, if there is one, for staff smoking cessation and also if you encourage your staff to use e-cigarettes as a means of smoking cessation.*
- 7. Please inform me when your policy on the use of e-cigarettes was last reviewed, if it is under review, and/or if it is due to be under review in the near future.*

The response to your request as follows:

- 1. Please see PDF attached.**
- 2. Yes all staff must leave the workplace to vape**

3. Staff and visitors must leave the buildings to vape, they can vape on council land ie open spaces
4. Staff and visitors must use designated smoking area
5. No, vaping comes under the no smoking policy and the same rules apply
6. Smoking cessation is covered under the no smoking policy
7. It was last reviewed September 2014

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Project and Information Coordinator,
Tamworth Borough Council,
Marmion House,
Lichfield Street,
Tamworth,
B79 7BZ

Details of Tamworth Borough Council's internal review and complaints procedure are attached, in accordance with the provisions of the Act.

Yours Sincerely

Nicola Hesketh
Project and Information Coordinator