

Smoke-free Information

for Hackney Carriage and Private Hire
Licence Holders and Operators



Breckland Council, Elizabeth House, Walpole Loke, Dereham, Norfolk NR19 1EE

**All Hackney Carriages, Private Hire Vehicles and Operator's Booking Offices are required to be smoke-free.
N.B. Your licensed vehicle must be smoke-free at all times even when not carrying passengers!**

You may also want to take these supportive measures:

- Ⓞ Remove ashtrays.
- Ⓞ Provide your staff and customers with support to quit smoking.
- Ⓞ Ensure that your staff and customers know where they can legally smoke if they choose to.

Who is going to enforce the smoke-free regulations?

Authorised Officers of the District Council have enforcement powers but it is expected that you will enforce the ban in your own premises/vehicles.

Penalties for smoking in smoke-free places

Anyone who smokes in a smoke-free place will be committing an offence and can be given a **fixed penalty fine of £50**.

Penalties for allowing smoking in smoke-free places

Proprietors of businesses failing to prevent smoking in a smoke-free premises or vehicle can get a fine of **up to £2,500**.

How do I develop a smoke-free policy?

- Ⓞ You may want to develop a policy for your staff. Effective smoke-free policies:
- Ⓞ Acknowledge the right of employees to work in a smoke-free environment.
- Ⓞ Are concise and simple to understand.
- Ⓞ Identify the members of management and staff who have responsibility for the implementation of the policy.
- Ⓞ Identify the outside areas under your control where people can smoke; (no indoor smoking areas).
- Ⓞ Provide information on how to obtain help to quit smoking.
- Ⓞ Include a consultation with members of staff.
- Ⓞ You will need to decide how to deal with non-compliance with your smoke-free policy and how the policy fits within your existing health and safety policy as well as discipline policies.

Useful Websites

www.smokefreeengland.co.uk

www.smokefreenorfolk.gov.uk

For the latest smoke-free information from the Council visit our website at: www.breckland.gov.uk

E-mail your enquiries to: healthandsafety@breckland.gov.uk

To speak to an officer, or to arrange an advisory visit telephone: **01362 656870**.