

Policy: Smoke-free Environment



Approved by:	Management Committee	Date approved:	15/08/2023	Next review:	15/08/2026
Document No:	8POL01	Version No:	1.0		
Supporting documents					
References & Legislation:	<ul style="list-style-type: none">• Smoke-free Environment Act 2000 (NSW)• Smoke-free Environment Regulation 2016 (NSW)• Work Health and Safety Act 2011 (NSW)• Work Health and Safety Regulation 2017 (NSW)				

1. Purpose

1.1. The Arcadians Theatre Group seeks to promote the health and wellbeing of the Arcadians community by reducing the health risks associated with Smoking and exposure to second-hand smoke and aims to protect the environment from the negative impact of Smoking.

1.2. The Smoke-free Environment Policy (this Policy) outlines the Arcadians Theatre Group's commitment to provide a smoke-free environment to Arcadians' Volunteers, Workers, Users and visitors.

2. Scope

2.1. This Policy applies to Volunteers, Workers, Users and visitors while at the Arcadians Theatre Group site (Miner's Lamp Theatre).

2.2. This Policy aligns with relevant legislation including the *Smoke-Free Environment Act 2000 (NSW)* and the *Work, Health and Safety Act 2011 (NSW)*.

3. Definitions

3.1. **E-cigarette (or electronic cigarette)** * – means:

- E-cigarette liquid, or
- A device that is designed to generate or release an aerosol or vapour (whether containing nicotine or not) by electronic means for inhalation by its user in a manner that replicates, or produces an experience similar to, the inhalation of smoke from an ignited Tobacco product or ignited non-tobacco smoking product, or
- Any other device that is designed to be used by its user in a way that replicates, or produces an experience similar to, the use of a Tobacco product or non-tobacco smoking product.

3.2. **Employees** – means the Arcadians Theatre Group ongoing, temporary and casual employees.

3.3. **Tobacco product*** – means tobacco, or a cigarette or cigar, or any other product containing tobacco and designed for human consumption or use.

Policy: Smoke-free Environment



3.4. **Non-tobacco smoking product*** – means any product (other than a Tobacco product) that is intended to be smoked, and includes any product known or described as herbal cigarettes.

3.5. **Smoke/Smoking** – means the use, consumption, holding or otherwise having control over a Tobacco product, non-tobacco smoking product or E-cigarette that is generating (whether by burning) smoke or an aerosol or vapour (taken from the definition of 'smoke' in the *Smoke-free Environment Act 2000 (NSW)*).

4. Policy for a Smoke-free Environment

4.1. Smoking is prohibited at the Arcadians Theatre Group owned or operated sites. This recognises that Smoking remains the leading cause of preventable disease and death in Australia. Therefore, in line with Arcadian's duty of care to protect the health, wellbeing and safety of its Volunteers, Workers, Users and visitors.

4.2. The Arcadians Theatre Group seeks to reduce the harmful impact of Smoking on the environment, which includes litter and pollution of the marine environment.

4.3 Smoking-associated products must not be sold or distributed in any way on or in Arcadians-owned or - operated sites and vehicles.

4.4. Arcadians' Marketing and Communications teams will use appropriate techniques and channels to communicate to Volunteers, Workers, Users, visitors and the broader community on Arcadians being a smoke-free zone.

5. Exemptions:

5.1. Members of the Arcadians Theatre Group Board of Directors can make exemptions to this Policy at their discretion.

5.2. Anyone seeking an exemption must apply to the Board of Directors (in writing) for permission as soon as practical and before the smoking takes place. The Arcadians Theatre Group's decision will depend on the circumstances proposed in the application. For example, whether other people are likely to be exposed to second-hand smoke and the impact on fire and property damage risks.

5.3. It is not an offence under the *Smoke-Free Environment Act 2000 (NSW)* to smoke in a smoke-free area (being an enclosed public place or one of the specified outdoor public places) if a person who performs in a theatre or other performance space provided, smokes during the performance and the smoking is a necessary part of the performance (s7(2)). Smoking as part of a performance is permitted subject to the assessment of associated risks and the application of any required conditions.

5.4. The Arcadians Theatre Group encourages production and presenting companies and performers to use theatrical smoking props that are free from tobacco, nicotine, herbal or any other harmful or potentially harmful substances.

5.5. The approval of an exemption request will be in line with relevant legislation and terms and conditions may apply.

Policy: Smoke-free Environment



6. QUIT SMOKING PROGRAMS AND SUPPORT

- 6.1. The Arcadians Theatre Group supports quit smoking programs.
- 6.2. Volunteers can seek information and support directly through:
 - Cancer Council NSW website (<https://www.cancercouncil.com.au/cancer-prevention/smoking/quitting-smoking/>): A comprehensive outline of quit support services in NSW.
 - NSW Quitline: 13 7848 (13 QUIT): A free and confidential telephone service providing customised assistance to help individuals with their quit smoking attempt.
 - Aboriginal Quitline: 13 7848 (13 QUIT): A culturally sensitive, free and confidential telephone service provided by Aboriginal Advisors.
 - iCanQuit website (<https://www.icanquit.com.au/>): Online support and resources designed to motivate people to quit smoking.
 - QuitCoach (<http://www.thequitcoach.org.au/>): One-on-one online support run by Quit Victoria.
 - My Quitbuddy app (<https://www.health.gov.au/resources/apps-and-tools/my-quitbuddy-app>): Online quit support services run by the Australian Government.

7. COMPLIANCE

- 7.1. For Employees, compliance with this Policy is a condition of employment. Any breach of this Policy will be addressed appropriately and may lead to disciplinary action.
- 7.2. Volunteers, Workers (who are not Employees) and Users who breach this Policy will be dealt with in accordance with their arrangements with Arcadians and the particular circumstances.
- 7.3. Visitors to the Arcadians Theatre Group who breach this Policy will be asked by an Arcadians Board Member or Front of House Representative to refrain from Smoking. If Smoking continues, visitors may be directed to leave the theatre on the basis of this Policy and the By-law.

8. RESPONSIBILITIES

- 8.1. **Everyone** (including Volunteers, Workers, Users and visitors) is responsible for:
 - Complying with this Policy and maintaining a healthy and safe environment for themselves and others.
 - Seeking advice if they do not understand any aspect of this Policy.
- 8.2. **Board members and Front of House Staff** are responsible for directing Volunteers, Workers, Users and visitors to comply with this Policy while at the Arcadians Theatre Group and at any other Arcadians- owned or operated sites.
- 8.3. **The Board of Directors** are responsible for:

Policy: Smoke-free Environment



- Implementing, reviewing and monitoring this Policy.
- Approving exemptions to this Policy.

9. RELEVANT LEGISLATION

- Smoke-free Environment Act 2000 (NSW)
- Smoke-free Environment Regulation 2016 (NSW)
- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)

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1.0	15/08/2023	Management Board	Smoke-free Environment