



Trinity College Dublin

Board Meeting 24 February 2016

Document for consideration under Section A

Confidentiality status:

Board members only: _____ Confidential College circulation only: _____ Unrestricted: ___X__

Title:	Proposal for Tobacco Free Zones (Proposal 3)
Author:	Dr. David McGrath, Director, College Health Service and Chair of the Trinity Tobacco Policy Committee
Date of Document:	16 February 2016
Purpose:	To outline the development of the tobacco free zones proposal, the reasons for it, and the detailed plans.
Link to Strategic Plan (if relevant)	Strategic Plan theme 'Student Services, Tutorship and Registry' A2.3 'Promote student health awareness' Strategic Plan theme 'Student-Led Activity' A2.4 'ensuring that university policies and administrative procedures support student-led activity, recognizing its key role in the student experience'
Previous consultation /consideration:	May 2013: The Trinity Board "approved the initiation of a project to assess the acceptability and feasibility of becoming a tobacco-free college" (BD/12-13/288) April 2014: Proposal 1 was presented to the Executive Officers' Group
Action required of Board:	Board approval of the proposal to establish tobacco free zones on campus.



Trinity College Dublin
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin

Trinity College Dublin
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MEMORANDUM

To Board

From Dr. David McGrath, Director College Health Service and Chair of the Trinity Tobacco Policy Committee

Date 16 February 2016

Re: Proposal for tobacco free zones on Trinity campus

On behalf of the Trinity Tobacco Policy Committee and with the support of the Students Union and Graduate Students Union, I bring for your consideration the Committee's proposal to establish three Tobacco Free Zones on the Trinity main campus. This proposal (Proposal 3) follows extensive consultation with the Trinity community, both staff and students. The Student Unions (SU and GSU) did not feel able to support the original or follow-up proposals (Proposals 1 and 2) from the Committee.

The proposal presented here (Proposal 3) is based on further discussions between the Committee and the Students Union and has the support of both the SU and the GSU.

On behalf of the Trinity Tobacco Policy Committee, I ask Board to consider the attached proposal.

Dr. David McGrath
Director of College Health Service



A Proposal for Tobacco Free Zones in Trinity College Dublin, the University of Dublin

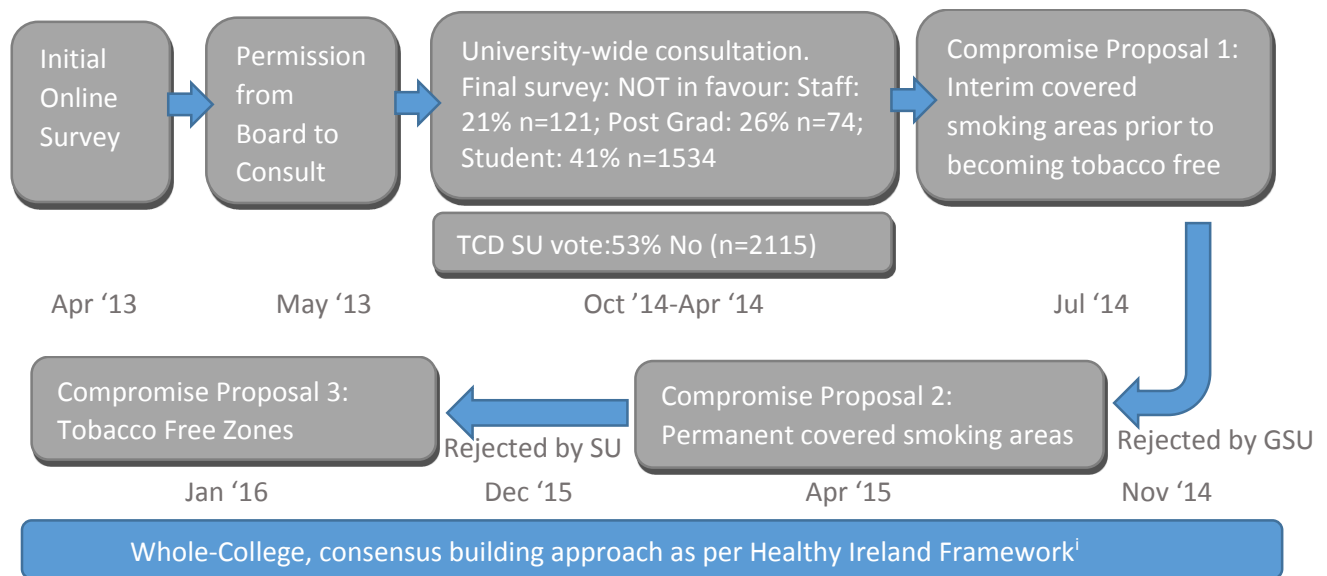
Paper presented by Dr. David McGrath, Chair of a sub-committee of the College Safety Committee, established to determine the acceptability and feasibility of Trinity becoming tobacco free.

Summary

This document briefly describes how a sub-committee of the College Safety Committee has facilitated a debate within College amongst students and staff about the acceptability and feasibility of Trinity becoming tobacco free. On the basis of extensive consultations, the Committee proposes the creation of Tobacco Free Zones.

Exploring the Acceptability and Feasibility of Trinity becoming Tobacco Free

The exploration of Trinity becoming tobacco free has moved through the stages below. At all stages, the approach of the Committee has been to encourage debate, engagement and the achievement of consensus. The format of the debate has been guided by recommendations made in the national Healthy Ireland Frameworkⁱ and the American Center for Tobacco Controlⁱⁱ.



Further information on the diagram above is available in [Appendix 1: Exploring the Feasibility and Acceptability of Becoming Tobacco Free](#).

Proposal 3: Tobacco Free Zones

How Proposal 3 was created

The Students' Union provided a short proposal to create Tobacco Free Zones in College. The Committee developed the specifics of how and where Tobacco Free Zones could be created, outlined below.

Members of the Committee have raised concerns about the lack of evidence base for Tobacco Free Zones as an approach to limiting tobacco use. The Committee is also concerned that having zones may create confusion which will affect their enforceability. University College San Diego for example, state on their websiteⁱⁱⁱ that where colleges use designated smoking areas, people can have difficulty understanding where smoking is and is not permitted. The Committee is wary of introducing an unenforceable policy given the difficulties the Committee has had enforcing the current smoking policy. (For further details of work done to date to enforce the current smoking policy, see [Appendix 4: Enforcing Tobacco Policy 2014-2016](#)). However, as the Committee felt these concerns were counter-balanced by the Students Union support for Proposal 3, it was agreed to recommend Proposal 3 to Board.

The Students' Union (SU) conducted a consultation with the student body through the SU and Graduate Student Union (GSU) Executive. It was agreed by both that Proposal 3 was most feasible. Proposal 3 is to incorporate one covered smoking area to be located adjacent to the Fellow's Square Zone. The exact location is to be agreed by College, the SU and GSU prior to June 2016.

Timeframe and Structure of Proposal 3

Given the concerns outlined above, the Committee recommends piloting the use of Tobacco Free Zones to limit tobacco use on campus for a period of 12 months. During the coming 19 months the following actions would be taken:

Key Dates	Action
Feb 2016	Obtain Board approval for Tobacco Free Zones
Feb 2016-Sept 2017	Smoking cessation support on campus
Mar-Jun 2016	Communicate to the Trinity community that zones are being introduced. Key messages to be 1. Consideration for others 2. Clean campus 3. Healthy campus.
Mar-Jun 2016	Conduct a consultation with Trinity community in collaboration with the SU and GSU to identify a location for the covered smoking area near Fellows' Square.
Mar 2016	Conduct survey with staff and students around zones on how smoking in their area affects them.
Apr 2016	Record number of people smoking on a set day in the three zones
Jun 2016	Install zones and with an emphasis on encouraging compliance amongst staff and students who are on campus during the summer
Jun 2016	Committee monitor and review compliance
Sept 2016	Communicate during orientation to new students as well as to returning students the three key messages i.e. consideration for others, healthy campus and clean campus.
Sept 2016	Engage student ambassadors to respectfully ask people to comply with the policy
Oct 2016	Review compliance and if necessary determine action required to ensure compliance
Oct 2016 – Jun 2017	Members of the Trinity community will be able to raise issues of compliance via email/telephone throughout the pilot. The committee will meet at least three times per annum to review compliance and other issues.

Mar 2017	Conduct survey with staff around zones on how smoking in their area affects them.
Apr 2017	Record number of people smoking on a set day in the three zones
Sept 2017	Report to Board on the pilot programme

Who will be responsible for ensuring compliance?

Communications will encourage all members of the Trinity Community to participate in ensuring compliance. Student ambassadors will be trained in respectfully asking people to refrain from smoking in the zones and paid to do ad hoc spot checks at key times throughout the academic year. The Committee would like to establish if it would be within the remit of security staff to ensure compliance.

Tobacco Free Zone Locations

The Committee proposes three tobacco free zones. These areas have been the subject of ongoing complaints about secondhand smoke. The zones are shown in pink in the map below.



1. [Fellows' Square](#);
2. [Day Nursery/Health Centre Zone](#);
3. [Lloyd/Sports Centre Zone](#)

A detailed description of each of the zones is available in [Appendix 2: Tobacco Free Zones Locations](#). Each of the zones has been designed in consultation with people who work/study in the area and had approached the committee about problem tobacco use in that area.

Outside the zones the usual 4m rule will apply.

Proposed Signs

Two types of signs are proposed in [Appendix 3: Proposed Sign Design](#).

Proposed Budget

Description	Unit price	Quantity	Total Cost €	Notes
Sign design, purchase and installation	206	33	6,800	Quote from Director of Buildings Office supplier
Bus shelter style covered smoking area	4000	1	4,000	Quote for a curved, Perspex 2mx1.9m shelter, including installation
Social media prizes	300	2	600	
Communications e.g photographer, novelty promotional items	2000	1	2,000	
Networking with other tobacco free universities	250	1	250	
Student ambassador hours (further details below)	8.65	380	3,287	
Social event for volunteers	50	5	250	
Support to quit - increased nurse hours	30	20	600	
Before and after survey data entry and prize	1200	1	1,200	
Support from Communications Office	-	-	-	
Total			18,987	

Optional: Fees and bursary for PhD on Smoking in Trinity	€50,000
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Student Ambassadors	
5 hrs/wk, 20 hrs/month, 19 months	
Cost per hour €	8.65
Hours per month	20
Total months	19
Total	€3,287

Appendix 1: Exploring the Feasibility and Acceptability of Becoming Tobacco Free

National Policy Context

Trinity College Dublin, the University of Dublin works within the national Healthy Ireland Frameworkⁱ to promote the health of Trinity students, staff and visitors. As stipulated by the Framework, a whole-of-College, consensus building approach has been taken to determining the acceptability and feasibility of limiting smoking in Trinity and designing a proposal for restricting smoking that's acceptable to key stakeholders within the Trinity community. As per the Healthy Ireland Tobacco Strategy, the aim of the Committee has been to facilitate a concerted effort to create campuses that support reduced initiation of smoking, assist smokers to quit and protect non-smokers, especially children, from second hand smoke.

Tobacco Free Trinity Consultation

In May 2013, Board gave permission for a sub-committee of the College Safety Committee to conduct a consultation with the Trinity Community to determine the feasibility and acceptability of Trinity becoming tobacco free. From April 2013 to April 2014 there were over 10,000 contributions by members of the Trinity community to the Consultation via online surveys, town hall meetings and sub-group meetings. Independently, the Students' Union undertook a referendum on Tobacco Free Trinity (TFT). The TFT Committee concluded that it was acceptable for Trinity to become Tobacco Free and that issues of feasibility could be managed over time. Full details are available on the College Health website^{iv}.

Proposal 1: Interim Compromise before Becoming Tobacco Free

Based on the findings of the TFT Consultation, in July 2014 the Committee proposed the installation of smoking areas for an interim period of three years before becoming an entirely tobacco free campus. The Students' Union declined to support the proposal because they felt the interim proposal was too similar to what students had voted against in their TFT referendum but that if permanent covered smoking areas could be installed, they could support the proposal. In November 2015, the Graduate Students' Union voted against the proposal. GSU officers felt people voted against the proposal because removal of covered smoking areas after the interim period would force smokers to leave campus at night.

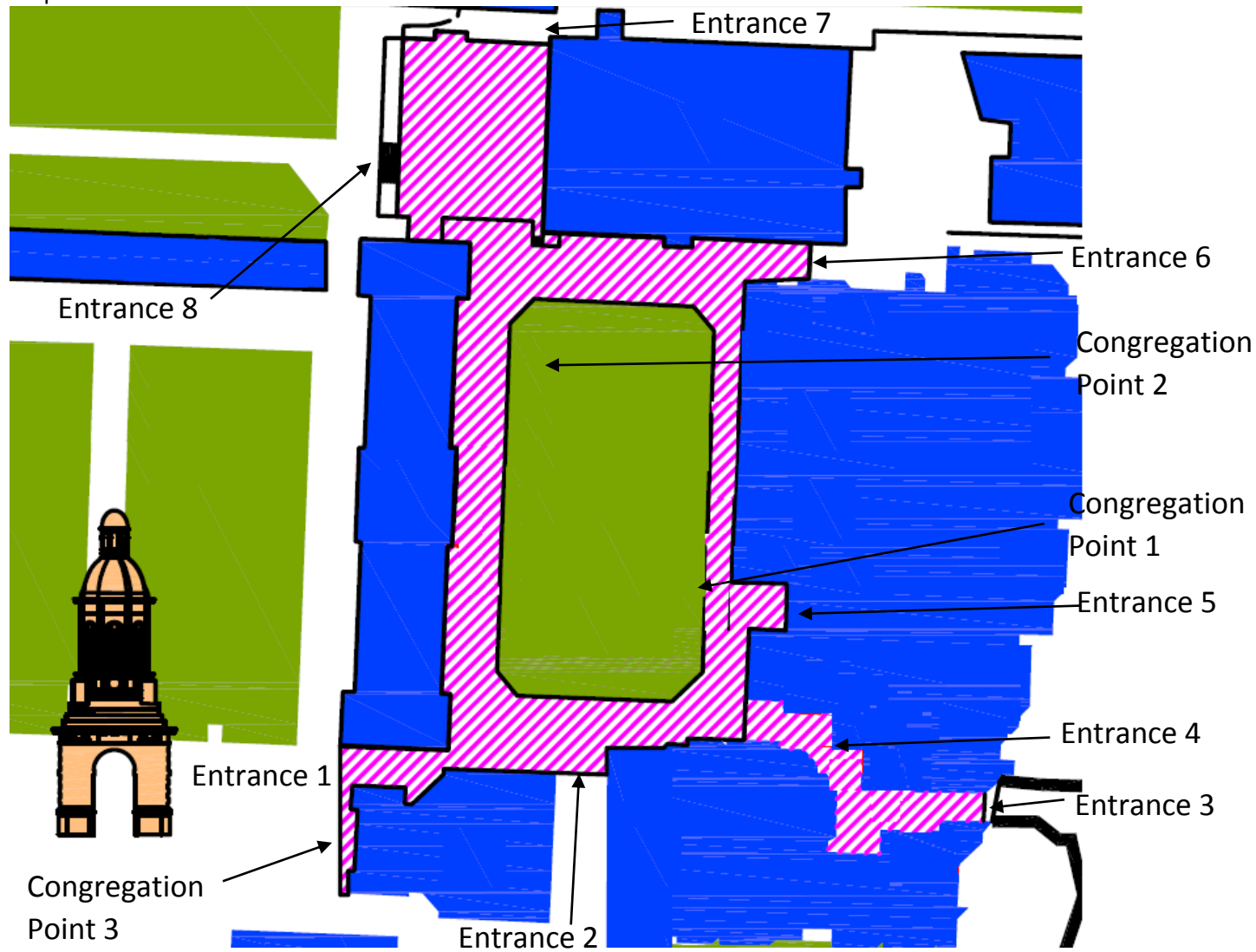
Proposal 2: Permanent Covered Smoking Areas

In April 2015 the Committee, responding to concerns raised by the SU and GSU designed an entirely new proposal that included the permanent installation of up to nine covered smoking areas on the main campus as well as covered smoking areas on other Trinity sites i.e. Trinity Hall, TTEC etc. In November 2015, the proposal was presented to the GSU Council by a member of the TFT committee. The GSU established a working group to determine if they could support it. In December, the SU Welfare Officer presented the proposal to the SU Council. The SU accepted that it was a new proposal but mooted a counter proposal incorporating Tobacco Free Zones in "problem areas". (Council notes available from Students' Union). The Committee used a short summary of the proposal for Tobacco Free Zones to develop [Proposal 3: Tobacco Free Zones](#).

Appendix 2: Tobacco Free Zone Locations

Fellows' Square Zone

Map View



Satellite View



Covered Smoking Area

The SU and GSU see compliance as a priority. With the aim of making the proposal feasible for all stakeholders, the SU and GSU recommend the provision of one covered smoking area beside the Fellow’s Square Zone. It was noted during the SU and GSU consultation process that without a covered smoking area, problems would arise in ensuring smokers leave the sheltered areas around the Arts Building to travel to Front Square or another area during bad weather periods. It was felt that this problem would be exacerbated during the winter when low visibility could encourage smoking in the Tobacco Free Zones, which would reduce the effectiveness of the proposal as a whole. Covered smoking areas near Tobacco Free Zones have been used in universities of similar size such as National University of Ireland, Galway and University College Dublin.

Sign Locations

Title on Map	Sign Type/ Mount	Image of sign location
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Entrance 1

Entry sign/
Stand mount

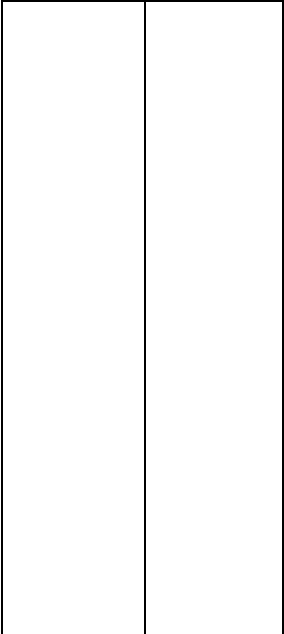


Entrance 2

Overview map/
Stand mount



Fixed to current map



Entrance 3
Entry/
Stand
mount



Entrance
4

Entry
sign/
Wall
mount



Entrance
5

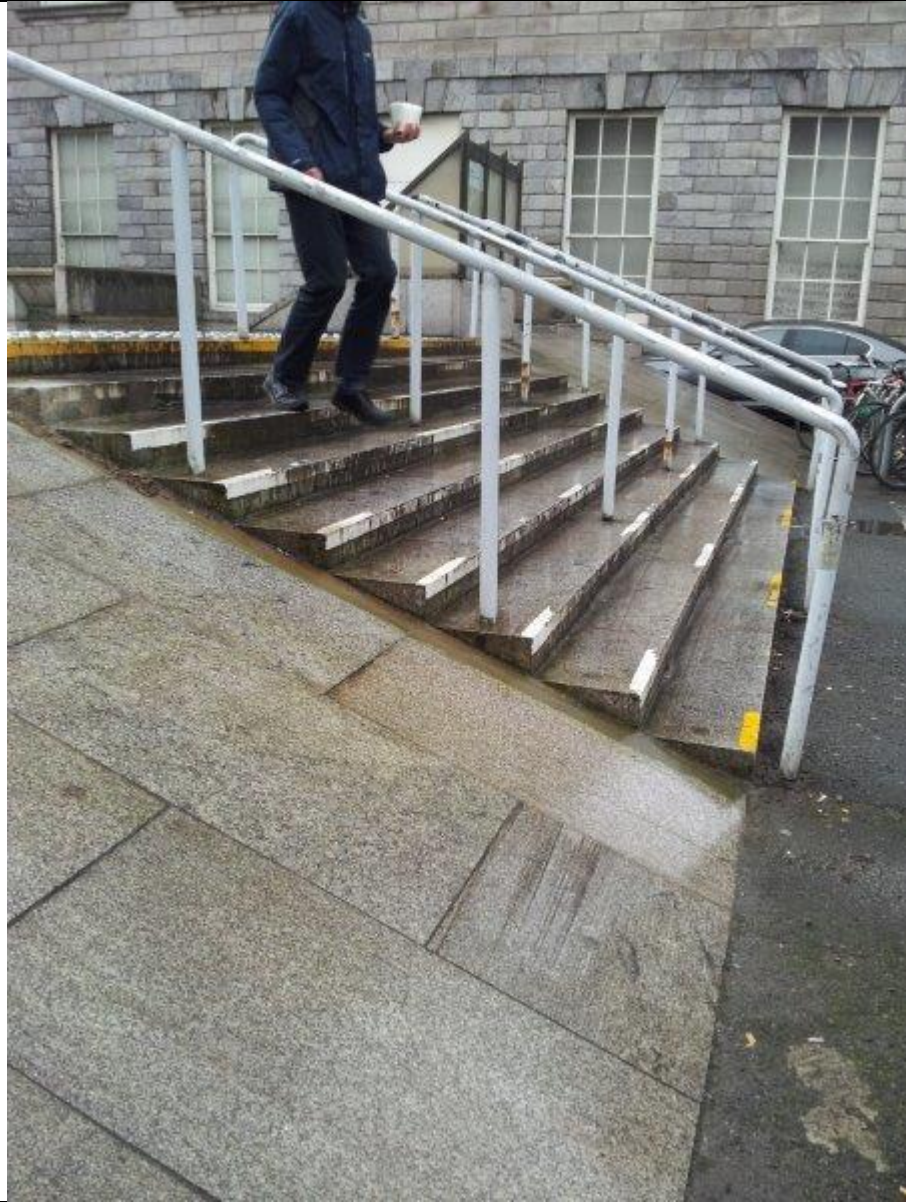
Entry
sign:
wall
mount
(x2)

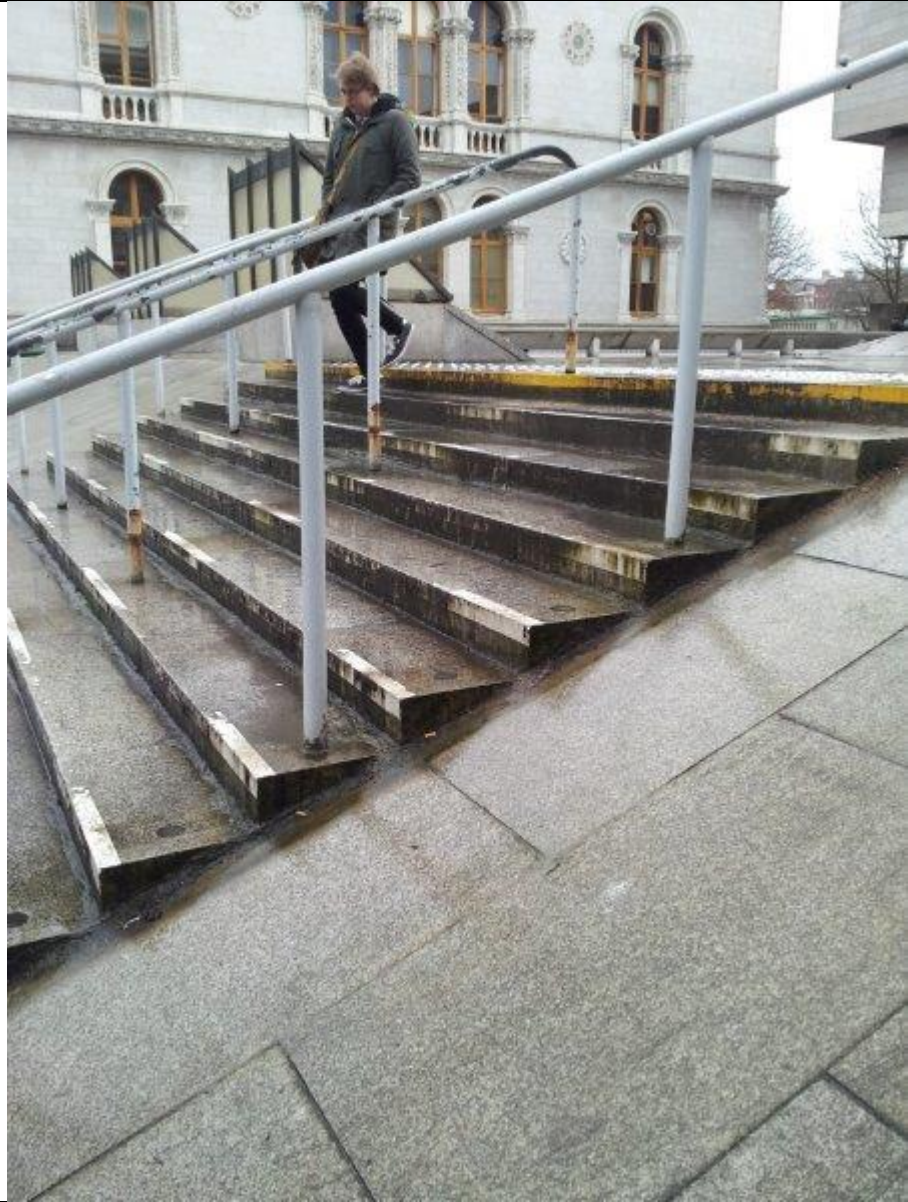


Entrance 6	Entry sign/ Stand mount	 An outdoor scene showing a paved walkway leading towards a large building with many windows. A signpost on the right side of the path has two blue directional signs. The top sign points right and says 'Folia Hertzella Kjøpsta Hall'. The bottom sign points left and says 'Lachmann-Bibliothek'. The background shows trees and a bright sky, suggesting a sunny day.
Entrance 7	Entry sign/ Wall mount	 An indoor scene showing a wall made of light-colored wood panels. A dark door is visible on the left side of the wall. A small sign is mounted on the wall near the door. The floor is made of dark tiles.

Entrance
8

Entry
sign/
Stand
mount
(x2)





Congregation
Point 1

Overview
map/
Wall
mount



Congregation
Point 2

Entry/
Stand
mount

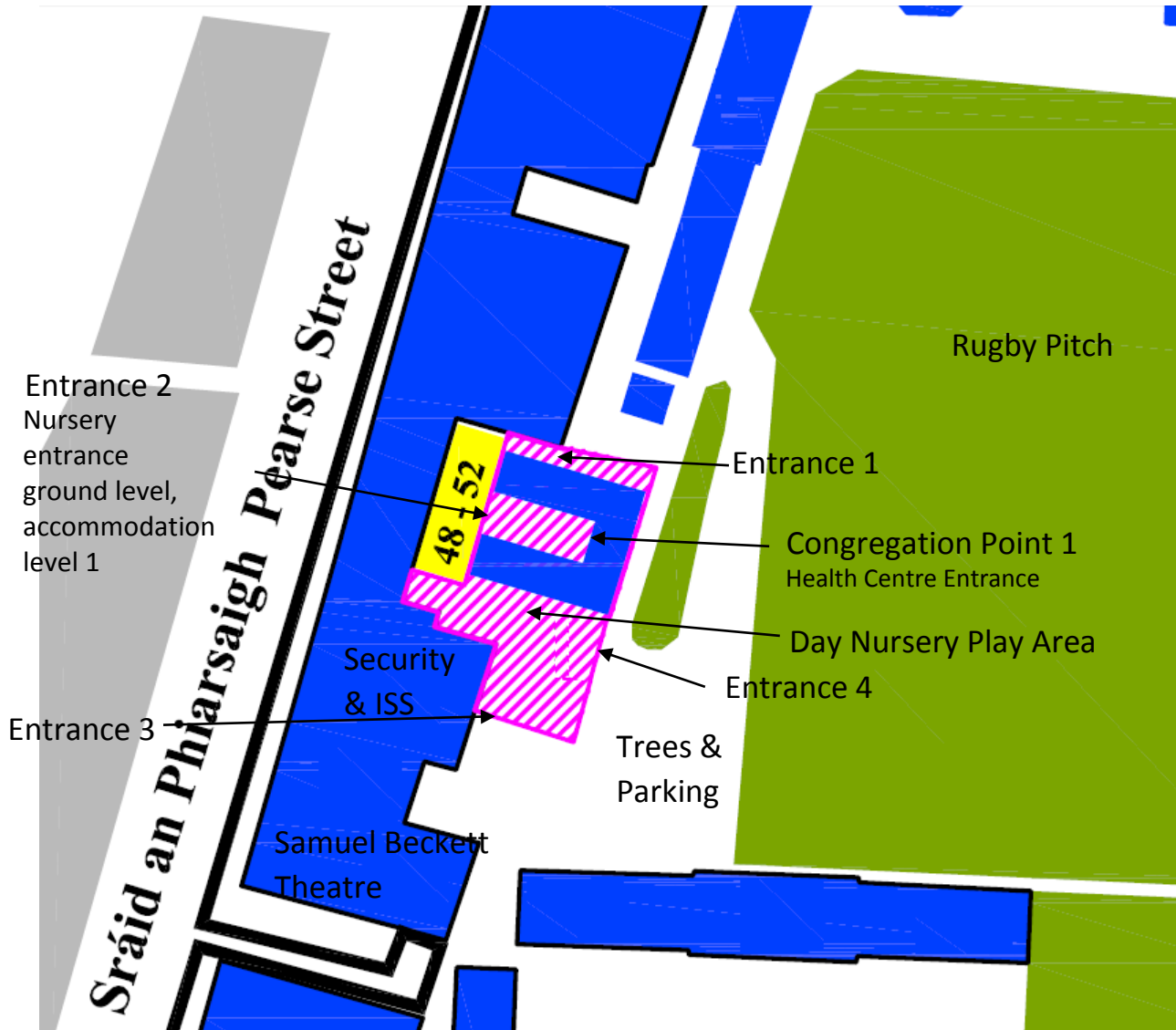


Congregation
Point 3

Overview
w/ Wall
Mount



Day Nursery/Health Centre Zone



Satellite View



Sign Locations


Title on Map	Sign Type/ Mount	Image of sign location
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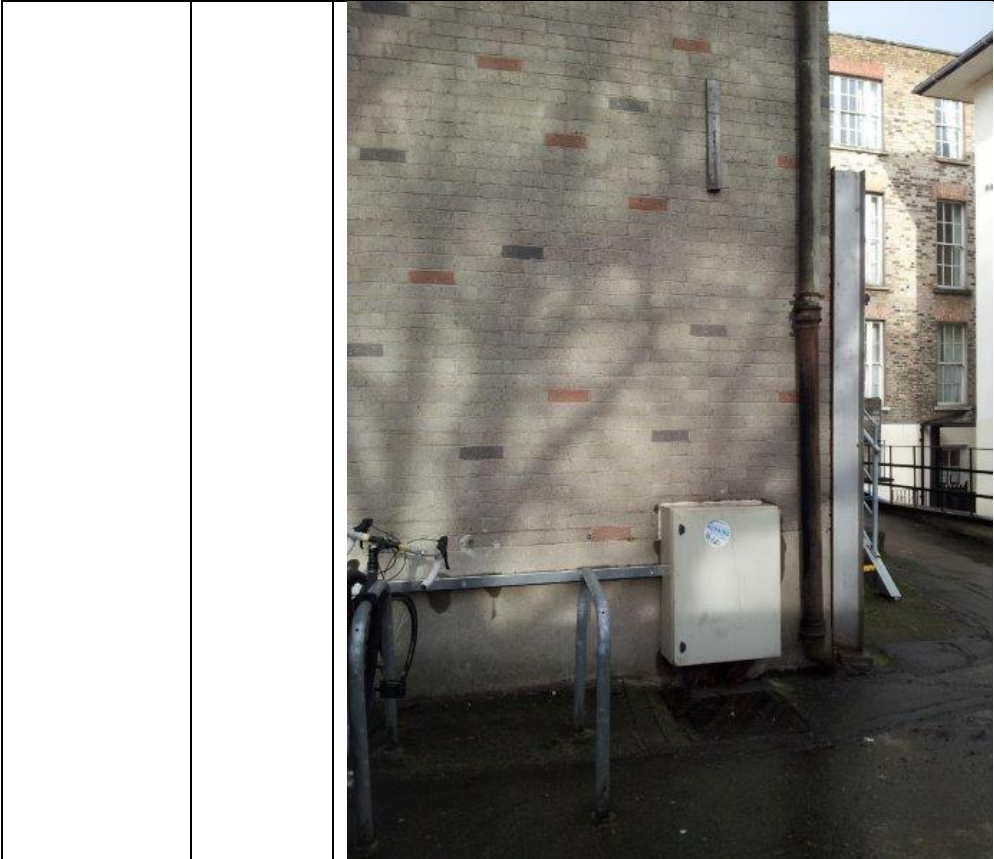
Entrance 1

Entry
sign,
Wall
Mount



<p>Entrance 2.</p>	<p>Entry sign/ Wall mount (x2)</p>	<p>The wall opposite the doors of the accommodation</p> 
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<p>Entrance 3</p>	<p>Entry sign/ Stand mount</p>	
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Entrance 4

Entry
sign/
Stand
mount

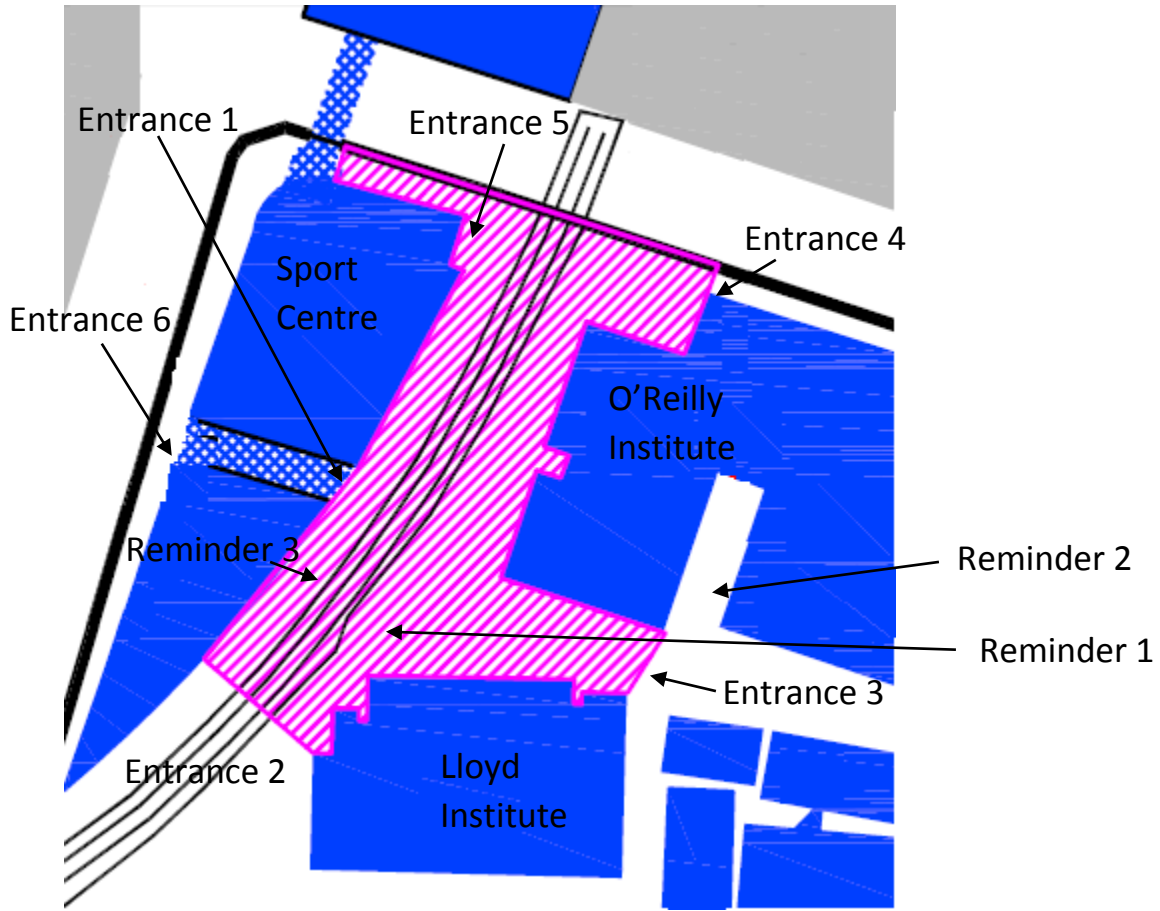


Congregation
Point 1

Overview
map/
Wall
mount



Lloyd/Sports Centre Zone



Satellite View



Sign Locations

Title on Map	Sign Type/ Mount	Image of sign location
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Entrance 1
Entry Sign/
Wall mount
(x2)



Entrance 2
Entry sign/
Wall mount/
Blue line



Entrance 3

Entry
3 points of entry
View point 1

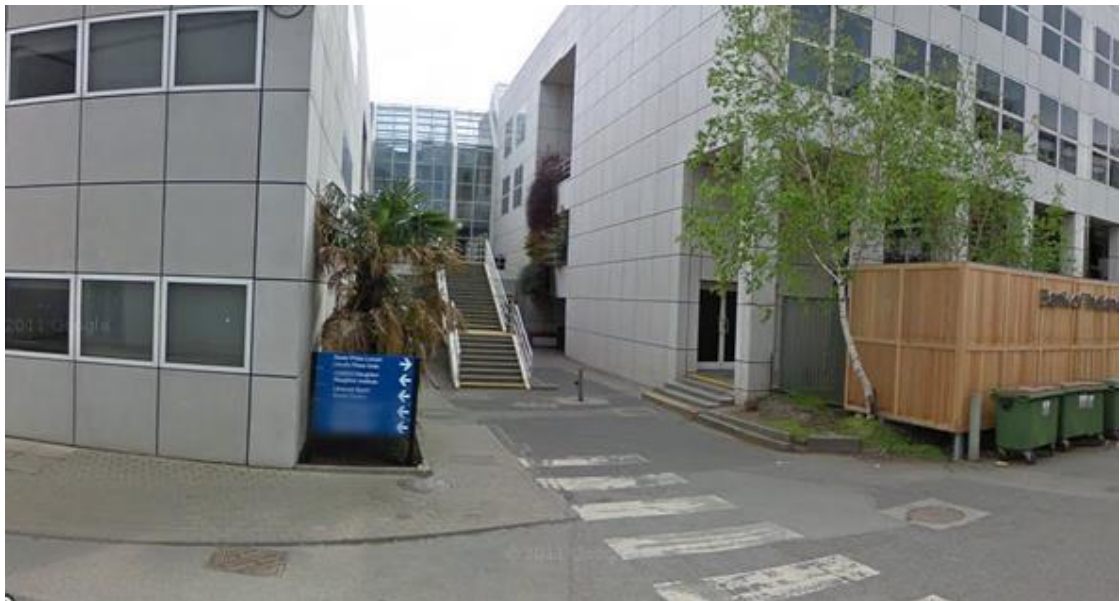
Signs/
Wall
mount/
Blue line



View point 2:



View Point 3



<p>Entrance 4</p>	<p>Entry sign/ Wall mount</p>	
<p>Entrance 5</p>	<p>Overview map/ Stand mount</p>	

Entrance
6

Entry/
Fence
mount



Reminder
1

Overview
map/
Fence
mount



Reminder
2


Overview
map/
Fence
mount



Reminder 3	Overview map/ Wall mount	
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Appendix 3: Proposed Sign Design

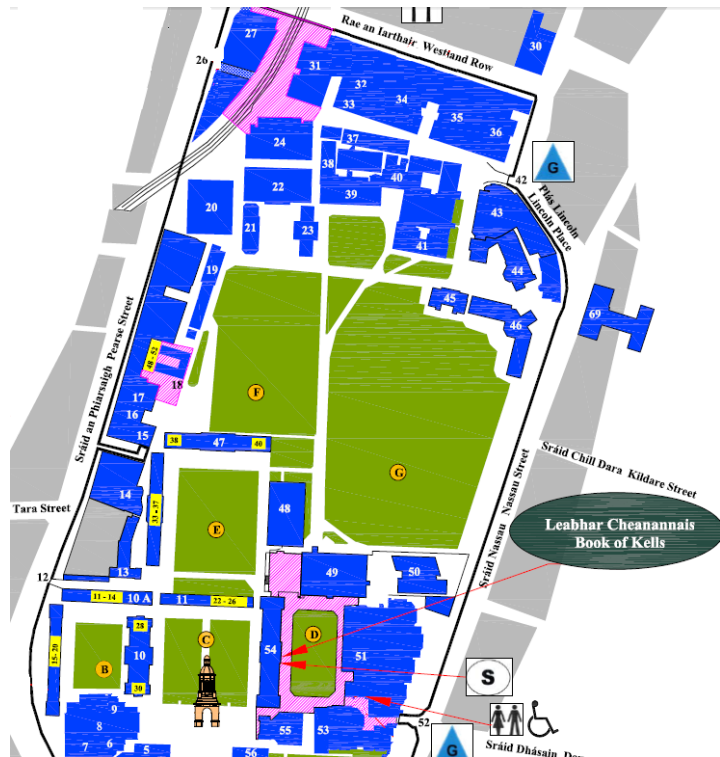
Entry Sign, Wall/Stand Mount

	<p>Tobacco Free Zone: Thank you for not smoking indoors or outdoors in this area.</p> <p>Limistéar Saor ó Thobac: Ná caitear tobac laistigh nó lasmuigh sa limistéar seo. Go raibh maith agat.</p>
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Overview map, Stand/Wall/Fence Mount

Healthy Trinity: Tobacco Free Zone Coláiste na Sláinte: Limistéar Saor ó Thobac

No smoking is permitted indoors or outdoors in the areas marked in pink. Níl cead tobac a chaitheamh laistigh nó lasmuigh sna limistéir atá marcáilte i mbán-dearg.



Thank you for keeping the air fresh and our campus clean for all. Ár mbuíochas leat as an aer a choinneáil úr agus ár gcampas a choinneáil glan do chách.

See/Féach tcd.ie/collegehealth/promotion/smoking



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Appendix 4: Enforcing Tobacco Policy 2014 – 2016

The College Smoking Policy^v states that smoking is prohibited “within a distance of 4m from entrance doors, opening windows and entrances to enclosed areas, tunnels or porticos” and assigns a clear pathway of responsibility for enforcing the policy. During the Tobacco Free Trinity consultation, members of the Trinity community stated that the policy was not being enforced. In response, the Committee took the following actions to encourage the adoption of the policy:

- Identified areas where the policy was most often ignored and defined them as “Problem Smoking Areas”
- Contacted heads of schools/units for the problem smoking areas and supported them to enforce the policy
- Supported the Chief Operating Officer in highlighting the policy to all students and staff
- Established a channel through which complaints could be raised
- Audited signage throughout College and erected further signs where necessary
- Arranged any ashtrays/butt receptacles that were within the 4 metre range of the policy, to be moved
- Worked with key contacts in problem smoking areas who monitored and reported breaches of the policy to the Committee
- On an ad hoc basis, asked smokers in breach of the policy, to move.

Having taken these actions, the Committee concluded that the policy is difficult to enforce in many places in College and impossible to enforce in others. Some of the issues included: many people are unaware of the policy; it is not possible to find a place in some areas of College that is 4 metres from the nearest door/window e.g. around the Lloyd Institute; people naturally gather in certain areas in particular outside social spaces like cafes.

ⁱ Department of Health (2013) *Healthy Ireland: A Framework for Improved Health and Well-Being 2013-2025* downloaded on 7/1/2016 from <http://health.gov.ie/wp-content/uploads/2014/03/HealthyIrelandBrochureWA2.pdf>

ⁱⁱ National Center for Tobacco Policy (2014) *Ten years of tobacco free campus policy*. Downloaded on 7/1/2016 from <http://www.nystobaccofreecolleges.org/wp-content/uploads/2014/04/Ten-Years-of-Tobacco-Free-Campus-Policy-2.pdf>

ⁱⁱⁱ UC San Diego (2016) *Smoke and Tobacco Free Frequently Asked Questions*. Downloaded on 7/1/2016 from <http://smokefree.ucsd.edu/faqs/>

^{iv} <http://www.tcd.ie/collegehealth/assets/documents/Smoking/TFT%20Consultation%20Report%20Final.pdf>

^v <http://www.tcd.ie/collegehealth/assets/documents/Smoking/TCD%20smoking%20policy%202011.pdf>