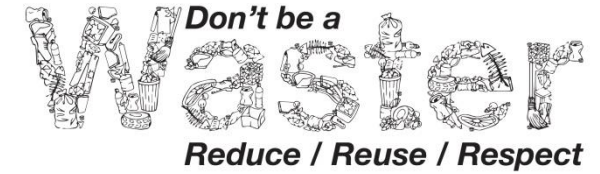




# COMMUNITY LITTER PICK RISK ASSESSMENT FORM



This Risk Assessment is to make sure the health, safety and welfare of any participants has been considered and that all reasonable precautions and controls are in place prior to litter pick/clean up activity taking place.

It is not a definitive listing of all potential hazards but is intended as a guide to enable activity organisers to complete their own task specific Risk Assessment.

PLEASE ensure that all participants are briefed on the day to ensure they keep safe. Please use this risk assessment to help you prepare your brief. Also note that:

- Volunteers under 18 years must be accompanied by a parent or legal guardian or if left unattended the correct parental consent has been received.
- Any person with a known medical or other condition that may affect their own welfare or that of others should discuss with the organiser any special requirements they may have prior to the activity taking place.

<b>Name of person organising this Event</b>		<b>Contact Number</b>	
<b>Location date and times of litter pick</b>			
<b>Location where the equipment should be dropped off and collected from and where bags should be collected from after the event</b>			
<b>Emergency contact names and phone numbers</b>			

<b>Risk Assessment carried out by</b>		NAME:		SIGNED:	
<b>Total number of volunteers involved</b>			<b>Number of volunteers under 18 who are not accompanied by an adult</b>		
<b>Was parental permission provided? Yes / No</b>					
<b>Main tasks and duties</b>		To undertake litter picking / clean-up activities.			
<b>Hazard (a source of potential danger)</b>	<b>Precautions To remove hazard / reduce risk</b>	<b>Measures to reduce effect in the event of an accident</b>	<b>Management activity</b>	<b>Please initial to indicate understanding</b>	
<b>Traffic</b>	<ul style="list-style-type: none"> <li>▪ Do not litter pick on A or B roads. If you do so, you do so at your own risk.</li> <li>▪ Use of reasonable safety measures.</li> </ul>	<p>Assess level of risk associated with any roads or areas where vehicle movements are likely. Be aware of oncoming traffic and other hazards. Where possible, walk towards oncoming traffic. Do not litter pick along roads where the speed limit is 40mph or over</p> <p>Ensure use of Personal Protective Equipment.</p> <p>Do not use mobile phones whilst on a highway.</p>	One volunteer to act as 'eyes and ears' for traffic movements on behalf of the rest of the group.		
<b>Lifting heavy objects</b>	<ul style="list-style-type: none"> <li>▪ <b>Do not move or lift any heavy objects.</b></li> <li>▪ <b>Do not disturb, move or touch any waste that has been fly tipped as it could contain harmful material or substances.</b></li> </ul>	Do not move or lift any heavy objects or any waste that has been fly tipped.	If volunteers find any large/heavy fly tipped waste, please make a note and report it to the Council for removal after the event.		

<b>Chemicals</b>	<ul style="list-style-type: none"> <li>▪ Do not approach or remove containers which contain/contained chemicals</li> </ul>	Seek medical attention if exposed to pesticides, insecticides or other chemicals – record any label details.	Contact the <b>Environment Agency 0800 80 70 60.</b>	
<b>Quarry faces, steep slopes</b>	<ul style="list-style-type: none"> <li>▪ Do not litter pick on or close to the edge of quarries, steep slopes etc and below unstable slopes</li> <li>▪ Take weather conditions and possible weather changes into account</li> </ul>	Seek medical treatment in the event of injury.	Instruct volunteers to stay away from these areas.	
<b>Electric fences</b>	<ul style="list-style-type: none"> <li>▪ Always assume electric fences are live and avoid contact</li> </ul>		Warn volunteers not to touch fences.	
<b>Ground conditions</b>	<ul style="list-style-type: none"> <li>▪ Wear strong boots with ankle support</li> <li>▪ Avoid dangerous areas and choose the safest possible route over difficult ground.</li> </ul>	Seek medical attention for any serious cuts, bruises or strains.	Instruct volunteers to wear suitable heavy duty footwear regardless of the weather conditions.	
<b>Hedges, fences, walls, ditches</b>	<ul style="list-style-type: none"> <li>▪ Take care if climbing stiles particularly in wet weather</li> <li>▪ Do not climb walls and fences and do not cross or enter or remove any waste from ditches and dykes</li> </ul>		Stay within the registered location.	
<b>Water, marshes and bogs</b>	<ul style="list-style-type: none"> <li>▪ Do not litter pick on water banks or go into the water.</li> <li>▪ Always work in pairs if close to water.</li> </ul>	Shower and change to warm dry clothing if immersed.	Never allow children to work in these areas. Adults should be warned.	
<b>Vehicles, bicycles, plant and machinery</b>	<ul style="list-style-type: none"> <li>▪ Avoid close proximity if possible</li> <li>▪ Stay off the highway</li> <li>▪ Be alert to the potential presence of agricultural machinery</li> <li>▪ Always wear the high-viz clothing provided</li> <li>▪ Do not work on the roadside if the speed limit is 40mph or over</li> </ul>	Seek immediate medical attention in the event of an accident	Be aware of the vehicles around you during the litter pick. Keep a look out.	

<b>People and lone working</b>	<ul style="list-style-type: none"> <li>▪ Beware of aggressive / difficult people.</li> <li>▪ Withdraw rather than face conflict.</li> <li>▪ Do not work out of sight of others in the group.</li> <li>▪ No school age children to be working on the highway</li> <li>▪ School age children working <b>off highway</b> to be fully supervised at <b>all</b> times.</li> </ul>	<p>Leader to have mobile phone. Medical attention following any assault.</p>	<p>Keep together and <b>stay off private property.</b></p>	
<b>Refuse, litter</b>	<ul style="list-style-type: none"> <li>▪ Only pick up general litter.</li> <li>▪ Only general waste that is easily picked up with a litter picker should be collected.</li> <li>▪ <b>Do not collect medical waste e.g. needles</b></li> <li>▪ <b>Do not collect any building waste such as rubble and concrete, tyres or fly tipped materials.</b></li> <li>▪ Wear the gloves and safety clothing provided and use a litter picker.</li> </ul>	<p>Seek medical attention for any cuts.</p> <p>Keep anti-tetanus injections up to date.</p> <p>Any needles or drug waste found should not be picked up and should be <b>reported immediately to the Council on 01757 705101</b> for collection within 1 hour.</p>	<p>Volunteers must wear the safety clothing provided.</p> <p>If volunteers find any fly tipped waste, please make a note and report to the Council for removal after the event.</p>	
<b>Tools and equipment</b>	<ul style="list-style-type: none"> <li>▪ Team to be shown how to use equipment if appropriate.</li> <li>▪ Allow sufficient working area for the correct and safe use of the tool.</li> <li>▪ Use the equipment and protective clothing that has been provided.</li> </ul>	<p>Obtain medical attention in the event of injury.</p>	<p>Volunteers must use the equipment provided and as instructed and wear appropriate heavy duty footwear, regardless of the weather conditions.</p>	
<b>Personal Protection Equipment</b>	<ul style="list-style-type: none"> <li>▪ All attendees to wear hi-visibility tops</li> <li>▪ Use the equipment and protective clothing that has been provided (including gloves).</li> <li>▪ Wear appropriate heavy duty footwear, regardless of the weather</li> </ul>	<p>Wear the equipment that is provided.</p>	<p>Volunteers must wear the safety clothing provided and wear appropriate heavy duty footwear, regardless of the weather conditions.</p>	

	conditions.			
<b>Trees and shrubs</b>	<ul style="list-style-type: none"> <li>Be alert to the risks and keep a sharp look out for hazards.</li> </ul>	Obtain medical attention in the event of injury.	Be aware of low hanging branches and exposed tree/ shrub roots.	
<b>Irritant and dangerous plants</b>	<ul style="list-style-type: none"> <li>Beware of dangerous plants and possible adverse reactions.</li> <li>Wash thoroughly on completion of such operations.</li> </ul>	Seek medical attention for unusual or suspicious symptoms after contact with vegetation.	Volunteers must wear the safety clothing provided.	
<b>Weather</b>	<ul style="list-style-type: none"> <li>Adjust work programmes to avoid extremes.</li> <li>Cease work in inappropriate conditions.</li> <li>Avoid over exertion in hot and cold extremes.</li> <li>Dress for conditions and carry additional clothing.</li> </ul>	Seek shelter.	In the event of extreme weather conditions the litter pick should be postponed / suspended.	
<b>Individual capability</b>	<ul style="list-style-type: none"> <li>Check that individuals understand and are able to carry out voluntary work on site</li> </ul>			
<b>Other Hazard(s) not mentioned above – Leader to note</b>	<b>Be aware of waste that has been fly tipped. Do not collect any building waste such as rubble, concrete and tyres. It could contain harmful material and substance. Do not disturb, move or touch it.</b>	Do not disturb, move or touch the waste.	If volunteers find any fly tipped waste, please make a note and report to the Council for removal after the event.	

- This form is to be completed by the lead volunteer prior to the commencement of the clean-up event and returned in advance (minimum 10 working days) to: [contractmanagementteam@selby.gov.uk](mailto:contractmanagementteam@selby.gov.uk)
- As the organiser of the event you will be responsible for informing volunteers of the identified risks and measures to reduce risk, prior to commencing your event.