

Lidgate Parish Council

Risk Assessment for Volunteer Litter Picking

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Litter picks are generally very safe, and it is unlikely that you will encounter any serious hazards or incidents. Most of the points below are just common sense and are worth considering to ensure that the event runs as smoothly and safely as possible.

Lidgate Parish Council's insurance liability insurance will cover volunteers provided:

- A risk assessment is completed before an organised litter pick takes place.
- A list of volunteers is provided to Lidgate Parish Council
- All volunteers read and sign the volunteer information sheet.

Individual volunteer litter pickers will also be covered by the Parish Council's insurance, subject to the requirements as set out above.

This form should be completed by the lead volunteer before the start of any litter pick. The areas where the litter pick is due to take place have all been assessed by the Parish Council – see separate map. Areas have been assessed as green, amber or red routes, depending on the location, proximity to roads, volume and speed of traffic and associated risk.

As the organiser of the litter pick you should ensure that all volunteers know the risks and understand the control measures before clearing any litter. You must also ensure that litter picking activities comply with current COVID 19 guidelines and that social distancing measures are maintained as required. It is sensible to address all volunteers and introduce yourself as the lead volunteer/organiser, so they know who to go to with questions/to report an incident. Where possible litter pickers will be asked to work in pairs. If children under 16 are taking part they must be supervised by an adult. You should also check that all volunteers know what equipment they must use and what area they may clean up. Also advise that a copy of the risk assessment is available on request. The lead volunteer should also have a first aid kit.

Name	Date	Phone	Location of Clean Up

Before starting your clean up ensure all volunteers:

- Have the correct Personal Protective Equipment (PPE) – eg Thick gloves, hi-viz vest, sensible footwear, weather appropriate clothing etc.
- Have the correct equipment – eg Litter grabbers, plastic bags, container for needles, dog waste bags, brush, shovel etc and know how to use the equipment.
- Consider all the risks and hazards in the work area, eg hazardous waste, broken glass, dog waste, vomit, needles, condoms and roads/cycle ways, thorny bushes, low branches, uneven ground, hidden bankings etc.

- Know the work area and how to report incidents or hazardous or unidentified waste, where to get first aid, meet on completion, deposit bags of waste and mark bags containing sharp material e.g. broken glass.
- Volunteers are to complete a volunteer form and provide an emergency contact number.

Use the table below to score the risks in the **Risk Assessment Table**.

Likelihood (a)		Severity (b)		Magnitude = a x b
Certain	5	Fatality	6	2 x 3 = 6
Probable	4	Serious Disablement	5	le LOW RISK
Even Chance	3	Sprain, Major Cuts/Bruises	4	High Risk = 21 to 30
Possible	2	Minor Cut/Strain	3	Medium Risk = 11 to 20
Unlikely	1	Minor Bruises/Grazes	2	Low Risk = 2 to 10

Risk Assessment Table

HAZARD	RISK	CONTROLS	MEASURES TO REDUCE EFFECT IN THE EVENT OF AN ACCIDENT	Score	Risk
Broken glass, sharp/rusty edges	Cuts & infections	<ul style="list-style-type: none"> • Strong gloves to be worn at all times. • Use litter grabbers to pick up sharp litter. • All participants should have up to date tetanus protection. 	Seek medical attention where appropriate. Thoroughly wash any cuts or abrasions as soon as possible, however minor.	3 x 3	9
Needles	Cuts & infections	<ul style="list-style-type: none"> • Leave alone and report to event organiser to dispose of in sharps container using litter grabber, or report to West Suffolk Council for removal. 	Seek medical attention where appropriate.	2 x 5	10
Heavy/awkward to handle rubbish	Pulled muscles & strains	<ul style="list-style-type: none"> • Extreme care to be taken, use good lifting practices and share the load with an appropriate number of people. • If too heavy to handle leave the object in place and report it to the organiser to arrange removal by the council. 	Stop immediately if suffering any pain or discomfort. Seek medical attention if the ill effects persist.	2 x 4	8
Batteries, asbestos & miscellaneous chemicals	Potentially dangerous depending on condition	<ul style="list-style-type: none"> • Do not approach or remove any potentially hazardous waste. • Report to the council for disposal. 	Seek medical attention if exposed to pesticides, insecticides or other	2 x 6	12

			chemicals – record any label details.		
Ground conditions	Sprains, muscle damage & broken bones.	<ul style="list-style-type: none"> • Avoid dangerous areas and choose the safest possible route over difficult ground. • Instruct volunteers to wear suitable footwear. 	Thoroughly wash any cuts or abrasions as soon as possible, however minor. Seek medical attention for any serious cuts, bruises or strains.	2 x 4	8
Highways vehicles, bicycles, plant and machinery	Collision with moving traffic.	<ul style="list-style-type: none"> • Avoid close proximity to traffic if possible. • Stay off the highway. • Be alert to the potential presence of agricultural machinery. • Wear high visibility clothing. • Be aware of the vehicles around you during the litter pick. • Where possible litter pickers will work in pairs and one will keep a look out for vehicles. • Where litter pickers are working on the carriage way of an amber or red area, signage should be used to warn vehicle that work is taking place. • Children should not work by a road-side 	Seek medical attention in the event of injury.	3 x 6	18
People, lone working	Physical or verbal assault	<ul style="list-style-type: none"> • Where possible litter pickers will work in pairs • Be aware of aggressive and difficult people. • Withdraw rather than face conflict. • Do not work out of sight of others in the group. • Organiser/section leader to have mobile phone. 	Seek medical attention following any assault / injury.	3 x 2	6

		<ul style="list-style-type: none"> • Keep together and stay off private property. 			
Animals – Domestic, wild and farm	Lyme's Disease carried by animal ticks and bites/scratches from animals	<ul style="list-style-type: none"> • Wear appropriate clothing. • Beware of loose dogs. • Avoid contact with animals. Avoid contact with animal faeces. 	Seek medical attention as soon as possible after being bitten or scratched. Wash hands immediately after contact with faeces. Avoid touching eyes or mouth.	2 x 4	8
Waterside diseases	Weil's Disease from rat's urine	<ul style="list-style-type: none"> • Do not touch dead animals. • Cover any cuts or sores with a waterproof plaster before carrying out a litter pick. • Avoid getting hands wet in rivers, ponds or canals. 	Seek medical attention where appropriate. Thoroughly wash any cuts or abrasions as soon as possible, however minor	2 x 5	10
Dog faeces	Toxocara Canis	<ul style="list-style-type: none"> • Do not touch dog faeces. • Always wear gloves and use a shovel when removing dog faeces. 	Thoroughly wash your hands. Thoroughly wash any cuts or abrasions as soon as possible, however minor. Seek medical attention where appropriate.	2 x 5	10
Weather E.g. Thunderstorms	Various health issues	<ul style="list-style-type: none"> • Cease work in inappropriate conditions. • Avoid working in extreme conditions. • Dress for conditions and carry additional clothing. • In the event of extreme weather conditions the litter pick should be postponed or abandoned 	Seek medical attention where appropriate.	1 x 2	2
Steep slopes	Falls leading to sprains, muscle damage & broken bones.	<ul style="list-style-type: none"> • Instruct volunteers to stay away from these areas. • Avoid picking on or close to the edge of steep slopes. • Seek medical treatment in the event of 	Seek medical attention where appropriate.	1 x 2	2

		injury.			
Electric fences	Electrocution	<ul style="list-style-type: none"> • Always assume electric fences are live. • Warn volunteers not to touch electric fences 	Seek medical attention where appropriate.	1 x 2	2
Water	Hypothermia, drowning.	<ul style="list-style-type: none"> • Avoid banks, especially if they appear unstable. Always work in pairs if close to water. • Shower and change into warm dry clothing if immersed. • Never allow children to work in these areas. • Adults should be cautious & non-swimmer must not litter pick near water 	Seek medical attention where appropriate.	1 x 2	2
Hedges, fences, walls, ditches		<ul style="list-style-type: none"> • Take care when climbing stiles particularly in wet weather. • Avoid climbing walls, ditches and fences. • Stay within the nominated location. 		1 x 3	3
Tools, equipment		<ul style="list-style-type: none"> • Team to be shown how to use equipment if appropriate. • Allow sufficient working area for the correct and safe use of the tool. • Use appropriate protection • First aid training. • Have first aid kit available. • Volunteers must use the equipment provided and as instructed. 	Obtain medical attention in the event of injury.	1 x 2	2
Trees, shrubs	Trips, cuts & eye pokes	<ul style="list-style-type: none"> • Be alert to the risks and keep a look out for hazards. • Be aware of low hanging branches and exposed tree and shrub roots. 	Obtain medical attention in the event of injury.	3 x 2	6
Irritants, dangerous plants	Poisoning, skin irritations or allergic reactions	<ul style="list-style-type: none"> • Wear the gloves provided. • Beware of dangerous plants and possible adverse reactions. • Wash thoroughly on completion of such 	Seek medical attention for unusual or suspicious symptoms after contact with vegetation.	2 x 2	4

		operations.			
Fly tipping	Various health issues	If you find any fly tipping, do not touch it. Make a note of the location and report it to West Suffolk Council – Tel: 01284 763233 or email Customer Services: customer.services@westsuffolk.gov.uk	Seek medical attention where appropriate.	1 x 2	2

On Completion of the Litter Pick Ensure:

- Everyone washes their hands thoroughly as soon as possible after the litter pick and before taking any food or drink.
- Any wounds are redressed after cleaning and disinfecting if there has been any contact with water.
- Volunteers carry out a personal inspection for cuts etc.
- That the area covered is inspected to see if there is any hazardous material still present. If so record for reporting to the Council.
- All volunteers have reported back, and all equipment is collected back in.
- All rubbish for collection has been left in the arranged pick up site.
- Any bags containing sharp material, eg broken glass, have been marked using the spray can.

West Suffolk Council will collect bags of litter after an event takes place. Please contact the Customer Services Team at customer.services@westsuffolk.gov.uk or phone 01284 763233.