

Your litter pick

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Planning your litter pick

Decide where you would like to do your litter-pick. You could clean up and enhance a local landmark or take action on a well-known 'grot-spot'.

Your clean-up could be a straight forward litter pick or you could have a theme or set a challenge.

Risk assessment

Having decided on an area for a clean-up, visit the site and consider any possible risks that could cause harm to you or your volunteers prior to your visit.

When assessing risks, look for the following hazards:

- Do not put yourselves at risk by litter picking roads that fall outside the 30 mph speed limit or any roads that don't have footpaths to provide an adequate degree of clearance from traffic.
- Do not at any time work on the A47 or A11 including the laybys. This should always be left to Council Crews who have the correct equipment and extensive professional training.
- Gas cans or canisters, oil drums, poisons, insecticides, clinical waste, other hazardous substances, broken glass, condoms, syringes, etc.
- Busy roads, speed limit, sharp/ blind bends, deep or fast flowing water, currents or tides, steep, slippery or unstable banks, train lines, sharp rocks, mud holes, derelict buildings, electric fences (which are identified by yellow warning signs).
- Also consider the age and ability of your group

If the area carries too many risks for you and your group, choose somewhere else.

Other preparations

As organiser, make a sketch map of the area to be tackled and the route to be taken. Advise group of areas that are off limits.

Mark on the map the location of any toilets, the nearest public phone and any other useful amenities, such as cycle or car parks, bus stops or train station. You might also note places where you could shelter from the rain if the weather turns against you. This map can then be used on the day to brief the group on where they should be working, the set up for the day and the facilities available.

Equipment

Breckland Council will provide litter picking sticks, high visibility vests. Clear sacks will be available for recyclables and green or black sacks for general waste.

- Broken glass, sharp metal, etc. will break through refuse sacks and may cause injury. If glass is collected, ensure one refuse sack is placed inside another to prevent the glass breaking through. Leave anything that could cause danger any individual and report the location to Breckland Council.
- Always have a first aid kit and antibacterial wipes (remember to let your volunteers know who the first-aider is).
- If you come across hypodermic needles or drug-related litter on public land, call Environmental Services on 01362 656870, detail exactly what and where these have been found. DO NOT touch these yourselves.
- If you come across larger items of rubbish, ie tv's, fridges do not attempt to move these yourselves. Please report the items to the landowner or call Environmental Services on 01362 656870 to report fly-tips on public land.

Equipment can be collected in office hours from the following locations once we have received your disclaimer form (page 7) and called you to confirm the day of collection.

Dereham	Breckland Council Offices, Elizabeth House, Walpole Loke	Monday-Friday 9am to 5pm
Thetford	Thetford Town Council 20 King Street, Thetford IP24 2AP 01842 754247	Monday-Friday 10am - 2pm,
Swaffham	Iceni Partnership, Campinglands, Swaffham 01760 722800	Monday-Friday 9am-4pm
Watton	Wayland House, High Street, Watton 01953 880204	Monday-Friday 10am-3pm

If you wish to collect outside these days/times we will contact the office to try and arrange a mutually convenient time to let them know when to expect you.

Briefing volunteers

All volunteers must be briefed prior to the litter pick – ensure time is allowed for this and that any late comers are also briefed. Depending on the nature, size and type of event, this might include:

- Health and safety risks (these will be determined by the risk assessment carried out and the risks identified)

- Precautions to avoid these risks and how to protect against them
- How to use any equipment provided
- The agreed area or route and event procedures
- Where and what time to meet and finishing time
- Advice in advance on what to wear. Strong, comfortable boots or shoes will be needed; perhaps also warm, waterproof clothing and hats. Fluorescent arm bands or clothing should be worn if working in poor light or anywhere near traffic
- Location of toilet facilities and refreshments (depending on the length of your event)
- First aid arrangements

If you are working in the country, parks, woodland or open spaces avoid disturbing animals or damaging plants. Keep gates closed and don't clean up natural 'rubbish' such as leave litter, logs, stones and weeds. They may look untidy but they there own ecosystems and are home to wildlife.

Important advice

Take particular care of children

- It's vital that children are well supervised, EnCams advises no more than 4 children per 1 adult. Keep checking that children stay together where you can see them. Under no circumstances allow them to become separated from the group or wander away.
- If your clean-up is in the vicinity of roadways, rivers or ponds don't allow children anywhere near such areas. Appoint responsible people to keep an eye on safety.
- Before your clean-up, make sure children understand which items are potentially dangerous and should not be picked up. Warn them not to pick up items that they are the least bit unsure of and let them know which adult to report them to.
- Don't let children attempt to pick up heavy or bulky items. Ensure that they have adult help for any weightier tasks.

Don't attempt too much

With children, do no more than a one hour stint. If only adults are involved, attempt only what is within everyone's capacity and allow for rest breaks. Two to three hours of litter picking is usually enough unless you are extremely dedicated.

Hazardous waste

Make sure everyone is aware of potentially dangerous items which they should not pick up. If nasty or dangerous pieces of litter such as unidentified drums, cans or canisters of chemicals, poisons or insecticides, or if syringes are spotted at any stage during your litter pick, do not attempt to move them yourself. Make a note of their location and inform the Environmental Services hotline on 01362 656870.

Other dangers

- Giant Hogweed is an 'injurious weed' and can cause harm to people and animals. Great care should be taken when working near this weed and it should not be touched at any time. Seek immediate medical advice if skin comes into contact with the weed and irritation, rashes or blistering occurs.
- Weil's Disease (Leptospirosis) is a very rare infection carried in rats' urine and can be fatal. The symptoms include high temperature, severe headaches, and flu-like illness or muscle pains. They will appear 3 to 19 days after exposure to contaminated water. It must be treated early. Ensure all cuts are covered and that hands are washed immediately after your litter pick.
- If you discover fly-tipping, see someone fly-tipping, come across dumped or hazardous waste or abandoned cars, report it to the Environmental Services hotline on 01362 656870.

Insurance cover

As you will be classed as a volunteer for Breckland Council you will automatically be covered under our Public Liability Policy.

On the day

On the day of the event, organisers should turn up well in advance of the planned start time to:

- make a final check of the site
- ensure that the plans and arrangements they have put in place are still appropriate

- allow time to give a safety briefing on the risks that the work and the site involves and the precautions that are appropriate.
- check that everyone has understood and that they are appropriately dress and properly equipped.

Needles: under no circumstances should you touch hypodermic needles or other drugs related litter. Mark such litter clearly. Breckland Council will arrange for specialist removal.

Glass: any broken glass items should be retrieved with litter pickers or similar tools and 'double bagged' to prevent it breaking though the refuse sacks.

If you come across larger items of rubbish, ie tv's, fridges do not attempt to move these yourselves. Please report the items to the landowner or call Environmental Services on 01362 656870 to report fly-tips on public land.

Measuring your success

Please make a note of the number of clear and green refuse sacks collected. Any photographs of the event would be gratefully received.

These facts and photographs can be used to record and report back on your event. Please email any photographs to contactus@breckland.gov.uk for the attention of Environmental Services.

Recycling litter

It is good practice to recycle the litter you've collected, through placing recyclable items in the clear refuse bags provided, this waste can then be taken for recycling.

Items which can be recycled in the clear bags:

- Plastic bottles
- Paper
- Card
- Cans/ tins
- Bottles

Collection of the Litter

The litter collected will be picked up by our contractor Serco from a stated location. This must be a site off the public highway but that has vehicle access for the crews to reach it. Please be very clear as to where the bags were left to make this process run as smoothly as possible.

Thank you for helping to keep Breckland clean and tidy.