

A GUIDE TO ORGANISING YOUR

Great British Spring Clean event



#GBSPRINGCLEAN



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Preparation

First of all, you need to decide which area in your local community you would like to clean-up. Have you noticed somewhere that needs a little attention? Well this is your chance to make a difference, whilst bringing your local community together.

You may need permission from the landowner to carry out the clean-up. If you are cleaning up council-owned land, it is particularly important that you gain permission well in advance of the event, as the process for approval can take some time.

Got it all mapped out?

Why not make a sketch map of the area to be tackled. Note where litter or skip collection points are. You might want to identify a 'lost and found' and a 'first aid' point.

You can also mark the location of any toilets and any other useful amenities. And if it rains, your volunteers would thank you if you marked an area suitable for them to shelter.



Who wants to get involved?

We are calling on individuals, volunteer groups, local councils, businesses and schools to do their bit. You can start now and also take part in our Great British Spring Clean weekend on 2, 3 and 4 March 2018.

You could put up Great British Spring Clean posters in local shops, supermarkets, libraries, community and leisure centres, Citizens Advice Bureau, schools and community notice boards.





Equipment and further help

You will need a supply of rubbish sacks. Special Great British Spring Clean sacks are being provided or you may choose to use your own.

It's important that your volunteers can be seen easily by other pedestrians and road users. High visibility tabards are useful for this (and for giving a sense of group identity), particularly where volunteers may be litter picking on pavements by roads.

Materials such as litter pickers, tabards and gloves are available to buy from our suppliers Helping Hand on the Great British Spring Clean website. Alternatively, your local council recycling officer may be able to loan you equipment.

Your local council may also be able to help or advise on obtaining protective wear or equipment. It is important to purchase or borrow some sturdy litter pickers to help your volunteers.

Why not check if any of your volunteers can provide their own equipment.



Litter-pickers



Protective gloves



Bin bags and bags for recycling



Bag hoops



Rakes or shovels



A safe container for sharp objects



First aid kit



Anti-bacterial wipes or hand-sanitizer



High-visibility vests



A skip (for larger events)



Luggage scales (for weighing litter)



A camera

Health and safety

Having chosen a place for your clean-up, visit the site and carry out a full assessment of the risks.

It is important you consider all of the possible risks to you and your volunteers.

When assessing the risks, look for the following hazards:

- Unidentified cans or canisters, oil drums, poisons, insecticides, clinical waste, other hazardous substances, broken glass, condoms, syringes, etc.
- Deep or fast-flowing-water, currents or tides, steep, slippery or unstable banks, sharp rocks, mud holes, derelict buildings, busy roads, electric fences (which are identified by yellow warning signs) etc.

To avoid illness from poor hygiene, all those taking part in the clean-up must:

- Wear heavy duty protective gloves at all time
- Cover any cuts, however minor, with surgical tape or waterproof plaster
- Avoid rubbing the mouth and eyes whilst working
- Wash hands and forearms before eating, drinking, smoking or going to the toilet

Heavy lifting

- Lifting heavy items could be hazardous and volunteers should be discouraged from lifting large or heavy items
- Once large or heavy items have been identified, you should consider whether it is practical for volunteers to remove the given objects or whether it would be best removed by the local council
- If you decide the item can be lifted by volunteers then this should be done at the end of the clean-up through a separate and co-ordinated effort
- It is good practice to tie rope to large objects or use a grapping hook if a large object needs to be lifted

Dangerous items

Make sure everyone is aware of potentially dangerous items which they should not pick up.

If dangerous or polluting items are present, contact the Environment Agency on 0800 807 060.

If syringes are spotted at any stage during your clean-up, do not attempt to move them yourself. Make a note of their location and inform your local council.

If you see someone fly-tipping or come across hazardous waste report it to the Environment Agency on their 24 hour hotline 0800 807 060 or alternatively contact the police.



General awareness

- Make sure all volunteers are briefed about the area to be cleaned and any hazards
- Ensure that any no-go areas are clearly outlined
- Ensure that volunteers are wearing any safety equipment e.g. high visibility tabards

Public Liability Insurance

It is not compulsory to have insurance in place for your group before participating in the Great British Spring Clean.

However, it is good practice to have insurance cover for your group. This protects the group and group leader should a volunteer make a claim for an injury sustained whilst volunteering.

Setting up a policy for an individual group, will require payment of a fee to an insurance company and this may be beyond the reach of some groups. In this instance alternatives include checking whether your local Parish, Town or District Council can provide insurance. If you are volunteering as part of a faith group or as a member of a charitable organisation, then their existing public liability insurance may provide cover for your activity.

Working with children

It is also important to ensure that children are accompanied by a responsible adult when taking part in a clean-up. In the case of young children we advise no more than four children to one adult.

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 any

items they are the least bit unsure about. It is important children are provided with gloves and wear suitable clothing and footwear. With children, do no more than a one hour stint. If only adults are involved, attempt only what is within everyone's capabilities and allow for rest breaks. Two to three hours of litter picking is usually enough unless you're extremely dedicated.

Finally

Why not take before and after pictures, so you can see your progress and the results of your hard work?

Contact details

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WEBSITE: www.keepbritainty.org/gbspringclean





Think before you print.

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