The Great British Spring Clean 2020

Guide for hosts

20 MARCH - 13 APRIL 2020

#GBSpringClean

Keep Britain Tidy is a registered Charity No. 1071737
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Join the country’s biggest-ever clean-up

In spring 2020, Keep Britain Tidy is calling on you, our #LitterHeroes, to take action to improve the environment on your doorstep by joining the country’s biggest mass-participation environmental campaign. We couldn’t do the Great British Spring Clean without people like you committing to taking part - you are helping to make a real difference in your local community by getting people to think about the amount of litter in our environment. Once someone has been on a litter pick, it’s very hard for them to not notice litter everywhere they go, we want litter picking to be the norm!

We’re aiming to inspire over half a million people to join forces - in partnership with community organisations, businesses and councils - to collect and safely dispose of litter from our streets, parks and beaches, recycling as much as possible.

It doesn’t matter if this is your first time hosting a litter pick or your one hundredth, we want #LitterHeroes across the country to stand together to declare that litter is unacceptable.

Clean-ups will take place from 20 March – 13 April 2020 across the UK, with registration on our website open from 25 January 2020 at: keepbritaintidy.org

This year, we’re asking our #LitterHeroes to visit our website to:
1. Sign up to host a public or private clean-up
2. Join a local clean-up
3. Pledge to pick
Why is the Great British Spring Clean important?

There are lots of reasons why it’s important to get involved. More than 2.25 million pieces of litter are dropped in the UK every day, with litter blighting our streets, parks and beaches and costing us nearly £1 billion a year to clear up – yet it’s entirely preventable.

Litter can also harm wildlife. The RSPCA received 7,400 calls to report incidents of animals injured by litter in 2018 in England and Wales. Around 80% of the plastic in our oceans comes from litter dropped inland – you can be part of the solution and help ensure the plastic doesn’t reach the sea!

Taking part in the Great British Spring Clean is also good for your own well-being and connecting with others in your community. In 2019 83% of our #LitterHeroes surveyed said they felt more pride in their local area after taking part and 84% said they would encourage other people that they know or meet not to drop litter.

Don’t worry if you’ve never hosted a clean-up before, once you have all the basics covered you are set to go!

The Great British Spring Clean Awards

The incredible and tireless work of our dedicated volunteer #LitterHeroes will be recognised at this year’s Great British Spring Clean celebration event with a brand new special awards ceremony. Award categories include:

- **Most bags collected during the campaign period** – make sure you upload your results on your dashboard to be in with a chance of winning.
- **Outstanding contribution to the Great British Spring Clean** – this is someone or a group of people that you think go the extra mile with their clean-ups and has inspired change within their community. Remember... you can always nominate yourself!
- **Most creative social media content** – this award recognises the person or group who creates the most interesting and impactful social media content to raise awareness of the litter and plastic epidemic during the Great British Spring Clean, this could be through video, photography or graphic design.
- **Best team effort** – we want to see examples of inspiring team work that have transformed an area or brought together different community groups for a clean-up.
- **Most unique clean-up** – this award recognises fun and innovative clean-ups that are different to the ‘norm’, anything from plogging to silent disco beach cleans are in the running!

Please note the first award will be judged by the data entered into our website. To be in with a chance of winning the other categories you can submit your entry here: surveymonkey.co.uk/r/GBSC-awards

Share what you’re doing with the world and don’t forget to tag @KeepBritainTidy #GBSpringClean in your social media posts.
How to host a clean-up

As a host, you're promising to:

- Host a well-planned, safe clean-up
- Communicate with your #LitterHeroes volunteers about locations, times and any equipment they'll need before the clean-up
- Read this guide and understand the safety advice – including briefing volunteers
- Tell us how much litter you collected by returning to your personalised dashboard on our website after your clean-up
- Comply with the terms and conditions for clean-up hosts, which are available at keepbritaintidy.org/gbsc20-host-terms-and-conditions

This guide covers the eight important things a clean-up host needs to consider:

1. Registering your clean-up on the website
2. Finding a location
3. Promoting your clean-up
4. Equipment, collection and recycling
5. Health and safety
6. Public liability insurance
7. Working with children
8. Spreading the word and reporting your impact
1. Registering your clean-up on the website and reporting impact

This section explains how the Great British Spring Clean pages and personalised dashboard work. As a host, you can use the website to do three things:

1. **Sign up to access your personalised dashboard**
   Visit keepbritaintidy.org to sign up to host a clean-up. Once registered, you can log in to your personalised dashboard where you will be able to add your clean-ups, access exclusive content and resources, and record your results. You’ll also receive emails from us about relevant Great British Spring Clean news, resources and more to help you with your clean-up (you can unsubscribe at any time).

2. **Add your clean-up**
   Visit your dashboard to add your clean-up. You can list as many as you like. These can be either open to the public (and people will be able to join your clean-up by completing a form which will be sent to you directly, see more below) or private. If you’d like to, you’ll be able to share your clean-up on social media to get more people involved.

   **Public clean-ups**
   If your clean-up is listed as ‘public’ and there are places available, people will be able to contact you about joining your clean-up. When they click to join your clean-up, a form will appear. It will enable them to get in contact with you, via the email the address you provided at sign up.

   If you receive a request from somebody wanting to join your clean-up, please get in contact with them to confirm their place and details of your clean-up. Keep Britain Tidy won’t have any contact with volunteers about specific clean-ups so you’ll need to manage the relationship yourself.

   If you list your clean-up as ‘private’ people will not be able to join nor see any details about your clean-up. It’s still important to add your private event to the map so we can highlight the amount of clean-ups taking place across the country!

3. **Report your results**
   After your clean-up, we’d like you to return to your dashboard and report on the results of your clean-ups.
   We’re counting:
   • How many people took part
   • How many minutes you picked up litter for
   • How many bags of litter were collected and
   • What type of litter was collected (including how many bags of plastic bottles, aluminium cans or general waste you collected).
2. Finding a location

First of all, you need to decide where you’d like to clean up. Have you noticed somewhere that needs a little attention? Think about where the litter hot spots are in your community, could it be near fast food shops or a hedge row that is regularly used as a bin instead of a shelter for wildlife?

This is your chance to make a difference and bring your community together.

Depending on who owns the land, you may need permission to carry out the clean-up. If you’re cleaning up council-owned land, it’s particularly important that you ask for permission well in advance of the clean-up, as the process for approval can take some time.

Got it all mapped out?

Why not sketch a map of the area you’re going to tackle? Make a note of where litter or skip collection points are, as well as toilets and any other useful amenities. You might also want to identify a ‘lost and found’ and a ‘first aid’ point and, just in case the weather’s bad, your volunteers would definitely appreciate it if you marked an area suitable for them to shelter.

3. Promoting your clean-up

You may already know some #LitterHeroes in your community, or you may have friends, family or colleagues who are passionate about improving the environment on their doorstep.

Free online resources

Download posters and resources from the website to help you promote your clean-up in your community. 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. Just remember to ask permission when putting up the posters.

Community partners

We have a long list of community partners on board, including the National Federation of Women’s Institutes, the Ramblers, RSPCA and the Angling Trust. See the full list here: keepbritaintidy.org/great-british-spring-clean-partners-supporters

Why not reach out to your local group and ask them if they want to join you to help raise your voice even louder.

We want MPs to actively engage with the Great British Spring Clean this year and take part in litter picks in their constituency, so you could also reach out to them to invite them along to your clean-up. This is a good chance to talk to them about the litter in your area and what you would like to see happen. You can find out who your MP is by entering your postcode via this link: members.parliament.uk/constituencies
4. Equipment, collection and recycling

You’ll need the right equipment to help you successfully and safely complete a clean-up. We will be asking our #LitterHeroes again to separate the items they collect into three bags so as much as possible can be recycled:

1. Plastic bottles
2. Aluminium cans
3. General waste

It’s important that your volunteers can be seen easily by other pedestrians and road users. High-visibility vests must be used where volunteers may be litter-picking on a pavement beside the road. They also help the group feel like a team.

Wilko, a headline sponsor of the Great British Spring Clean, is stocking a range of litter-pickers, high-vis vests, hand sanitiser and gloves in store to help people get prepared for the country’s biggest ever clean-up. Please note, they will only be available in store from 10 March.

Alternatively, your local council recycling officer may be able to loan you the equipment you need. This year, we asked every local authority to provide us with information about whether equipment can be borrowed, so please check our website for more information.

Your local council may also be able to help or advise on obtaining protective wear. Log onto your dashboard to see whether your council is offering anything!

Why not check if any of your volunteers can provide their own equipment before trying to source it from elsewhere?

What you need

- High-visibility vests
- Rakes or shovels
- A camera
- First aid kit
- Protective gloves
- Bin bags & bags for recycling
- Anti-bacterial hand sanitiser
- Bag hoops
- Luggage scales (for weighing litter)
- Litter-pickers
- A skip (for larger clean-ups)

In response to questions asked about how coronavirus will impact on the Great British Spring Clean, we will be following Public Health England advice with regards to events and the precautions that people should take. If and when the advice changes, we will review it and act accordingly. With all clean-ups, people must wear gloves during the clean-up and wash their hands thoroughly after the event. We also advise all event organisers to provide hand sanitiser for participants as there may not be easy access to soap and water. If anyone feels unwell or has symptoms we would ask them not to attend a clean-up.
5. Health and safety

Having chosen a place for your clean-up, visit the site and carry out a full assessment of the risks. You can find a template showing the type of thing you need to be looking for on your dashboard.

Each clean-up is different, so once you know the site and the terrain, think about the maximum number of people you could look after during the clean-up.

It's important you consider all of the possible risks to you and your volunteers. Look for the following hazards when assessing your site:

- 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) and so on.

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

- Wear heavy-duty, protective gloves at all times
- Cover any cuts (however minor) with surgical tape or a waterproof plaster
- Keep hands away from mouth and eyes while litter-picking
- Wash hands and forearms before eating, drinking, smoking or going to the toilet.

**Heavy lifting**

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

**Dangerous items**

Make sure everyone is aware of potentially dangerous items that they should not pick up. If dangerous, poisonous or hazardous items are present, contact the Environment Agency on **0800 80 70 60**.

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 its 24-hour hotline or, alternatively, contact the police.

**General awareness**

- Brief all volunteers on the area you'll be cleaning and any hazards
- Make sure that any no-go areas are clearly outlined
- Volunteers should not pick in the carriageway of a road and remain on pavements at all times.
- Check that volunteers are wearing any safety equipment e.g. high-visibility vests.
6. Public liability insurance

It’s not compulsory to have insurance in place for your group before participating in the Great British Spring Clean, but it is good practice to have insurance cover for your group. Insurance protects the group and group leader should a volunteer make a claim for an injury sustained while 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’re volunteering as part of a faith group or as a member of a charitable organisation, its existing public liability insurance may provide cover for your activity.

7. Working with children

It is important to make sure children are accompanied by a responsible adult when taking part in a clean-up. In the case of young children we advise a ratio of 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. Teach children that if they are in any doubt they should ask a grown up before picking the litter up.

It’s important that children are provided with gloves and wear suitable clothing and footwear. Don’t let children pick for more than one hour at a time.

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.

For more information about safeguarding children please see our safeguarding policy keepbritaintidy.org/keep-britain-tidy-safeguarding-policy

8. Spreading the word and reporting your impact

At Keep Britain Tidy, we want to know how it makes you feel to see litter on your streets, beaches, and parks. We want to know how much you collected and how many people are standing up and saying – no more! And we want to tell everyone about it; the media, big businesses and the government, so we can continue to pursue and influence change.

So please, after every clean-up, return to your dashboard on the Keep Britain Tidy keepbritaintidy.org to record your results.

The Great British Spring Clean is all about encouraging new people to be part of the pick and for people to consider it normal to pick up litter as part of their daily routine. So, share your pictures on social media as widely as possible using the hashtag #GBSpringClean and help us trend this very important topic.