

## STOKE GIFFORD PARISH COUNCIL

### RISK ASSESSMENT RECORD – VOLUNTEER LITTER PICKING

<b>Activity Assessed</b>  Litter Picking and ground clearance	<b>Assessment Date</b>  May 2024	<b>Assessed by Councillor</b> Chair of Rec and Leisure  <b>Signature:</b>  <b>Date:</b>
<b>Activity / Location</b>  General tidying – Parks and Open Spaces	<b>Overall Risk Level</b>  LOW	<b>Revised and assessed by</b> Mr John Rendell  May 2023

HAZARD  Potential for harm	Who is at risk?	Actions  Precautions to reduce the risk level	High / Medium / Low Risk
Tripping/slipping and falling	Volunteers' helpers and general public	Volunteers under 18 must be escorted by a responsible adult.  Inspect area before any litter picking commences. Mark trip hazards and inform Clerk of Council. No running whilst litter picking. Before picking assess risks of slipping and ensure good foot surface. Ensure no objects or obstacles that could cause tripping are left in the way. Avoid working under a bank or high level where there is a risk of falling objects or slippage.	Low
Use of general tools	As above	Ensure tools being used are in good condition and that for all tools issued general training has been provided. Stipulate that the tools must only be used for the purpose outlined and designed.	Low
Personal Protective Equipment	As above	<ul style="list-style-type: none"> <li>• Sturdy footwear is advised</li> <li>• Hi viz jackets available at the Parish Office – if litter picking on public highway pavements/footpaths</li> <li>• Protective gloves available from council office. If picking up any items by hand then protective gloves <b>must</b> be worn. Do not touch any items with bare hands</li> <li>• Litter picker rods and rings to be used.</li> <li>• Blue waste bags</li> </ul> If any hazardous items/substances are found, then the site supervisor/adult must be	Low

Sharp items hazardous items		informed immediately, and the item then dealt with in a safe manner and if deemed necessary the Clerk of Council or South Glos Streetcare should be informed.  I.e., do not touch needles, sharp objects or any hazardous waste i.e., dog waste etc	
Weather	As above	Work to cease if people are ill attired for working in the open. If icy or extremely wet – picking should cease to avoid trips or slips.	Low
Contact with moving traffic.	As above	Picking should only take place on pedestrian paths or walkway and volunteers should not pick from roads or highways or any areas where moving vehicles are active.	Low
Contact with branches / twigs.  Contact with Soil  General Manual Handling	As above  As above	Advise of risk to eyes from twigs and branches.  Wash hand before eating, drinking, or smoking.  All staff to follow lifting techniques lifting by bending at the knees. Appropriate training to be provided. Awkward items to be brought to the attention of the supervisor to ensure that these are moved safely. Heavy objects to be carried with a team or between two people.	Low  Low
Personal Attack	As above	Leave no-one isolated on site and look to have people working in teams and ensure that no-one is out of sight of other Workers. Supervisor to continual check on members of the team	Low
First Aid	As above	First aid provision to ensure that accidents are investigated. Ensure that any cuts are protected from infections, washed, cleaned and bandage applied, as necessary.	Low
Disposal of Collection Waste	As above	Please ensure blue bags are left next to a council bin. This will be collected by Streetcare or Parish Council Ground staff. Recycling or sorting of waste is not recommended Do not collect heavy objects and once bag full replace with a new blue bag.	Low