

This Risk Assessment covers the hazards associated with volunteers litter picking in the community on **Solihull MBC land only**. It is to be used as guidance when volunteers are undertaking activities without the supervision of a Solihull Metropolitan Borough Officer.

This Risk Assessment should be used in conjunction with the [Love Solihull Community Litter Picking Guidelines](#). Activities that do not follow these guidelines are carried out **at your own risk**. If you require further clarification or feedback relating to this risk assessment, email lovesolihull@solihull.gov.uk

If you are involved in an incident or accident that has resulted in ill-health or injury, or if you are involved in an event where no harm has been caused, but had the potential to cause injury or ill-health, then please report this to the Love Solihull team at your earliest opportunity: 0121 704 8000 / lovesolihull@solihull.gov.uk
Incidents are reported via our online incident reporting system ([ASSURE](#))

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|-----------------|------|-------|-------|-------|
| Impact/severity | High | Amber | Amber | Red |
| | Med | Green | Amber | Amber |
| | Low | Green | Green | Green |
| | | Low | Med | High |
| Likelihood | | | | |

| Community Litter Picking | | | | | | | | | | |
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| Hazard | Risk Description / Hazardous Event | Persons at Risk | Initial risk | | | Control Measures (existing controls / precautions should be considered) Preventative & Protective Measures; (IP) = measures in place (TP) = measures to be put in place | Net Risk | | | Owner |
| | | | Likelihood | Impact/Severity | Risk Level | | Likelihood | Impact/Severity | Risk Level | |
| Slips, trips and falls | <ul style="list-style-type: none"> Uneven surface area Equipment and/or waste bags left lying around Inappropriate footwear | Volunteers and members of public | H | M | Amber | <ul style="list-style-type: none"> (IP) If possible, undertake a route inspection to identify potential hazards prior to litter pick (IP) For group leaders, designate an area to store all litter picking equipment when not in use and highlight any temporary hazards on the route with temporary signage (IP) Wear appropriate footwear whilst litter picking (ideally sturdy, flat-soled boots/shoes) (IP) Stick to footpaths and avoid walking along roadside verges or entering ditches (IP) Take extra care in overgrown, rocky or wet/muddy areas (IP) Filled bags should be left next to a public bin (or at a predetermined location, as agreed with Love Solihull), avoid leaving bags where they might cause obstruction to pedestrians or vehicles | M | L | Green | Love Solihull Manager |

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| Lost child | <ul style="list-style-type: none"> Children getting lost or abducted whilst litter picking | Children litter picking | L | H | Amber | <ul style="list-style-type: none"> (IP) Children under 16 years should be supervised by a responsible parent or guardian (IP) For group litter picks, child/s parent/s or guardian/s should be present throughout the event (IP) All volunteers to remain vigilant of any suspicious behaviour in relation to children participating, with any concerns reported to the Police (IP) Ensure children (and their responsible adult) are aware of the designated litter picking route and what to do if they get separated from the group | L | H | Amber | Love Solihull Manager |
| Manual Handling | <ul style="list-style-type: none"> Moving heavy or awkwardly shaped items Heavy object landing on foot causing break or bruising | Volunteers | M | M | Amber | <ul style="list-style-type: none"> (IP) Do not overfill bags (IP) Before attempting to move a bag, assess the weight and whether more people are required to lift it (IP) If available, use lifting equipment to help transport item (IP) If the necessary resources to move item are not available, do not attempt to move it (IP) Consider wearing steel-toe cap boots (these are not provided). (IP) If footwear is unsuitable, avoid moving heavy objects | L | M | Green | Love Solihull Manager |
| Hand tools | <ul style="list-style-type: none"> Incorrect use of litter picking equipment may lead to injuries | Volunteers and members of the public | H | M | Amber | <ul style="list-style-type: none"> (IP) All members of the group litter pick to be advised by group leader on the safe usage of litter picking equipment (IP) All tools assessed by group leader prior to use to ensure they are in safe working order. (IP) Ensure participants are not working in too close proximity to each other and remain aware of their surroundings (IP) Be vigilant of others using hand tools nearby | L | M | Green | Love Solihull Manager |

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| Moving Vehicles | <ul style="list-style-type: none"> • Hit by a moving vehicle whilst working on or near the highway • Near miss or close proximity drive by whilst working on the highway • Working on or near the roadside | Volunteers and motorists | M | H | Amber | <ul style="list-style-type: none"> • (IP) Do not litter pick along roads over 30mph where there is no designated footpath. • (IP) A minimum of 1 metre safe working zone from live traffic should be always maintained • (IP) Volunteers should not attempt to clear litter from the highway. • (IP) Minimise instances of crossing the road by pre-planning your route and use designated pedestrian crossings where available • (IP) If possible, work in pairs or groups to support vigilance • (IP) Plan a safe route which takes into account footpath provision, road speed and crossing points. • (IP) Wear orange high-vis vest which meets BS EN 471 (Class 2) standard, as provided by Love Solihull, at all times when working on a footpath next to a road or on a right of way. • (IP) Avoid litter picking after dusk, particularly nearby roads | L | M | Green | Love Solihull Manager |
| Anti-social Behaviour (ASB) | <ul style="list-style-type: none"> • Verbal and physical abuse • Fire caused by person/s igniting bags awaiting collection | Volunteers and residents | L | H | Amber | <ul style="list-style-type: none"> • (IP) If you encounter aggressive behaviour, avoid confrontation and consider leaving the area - report to Group Leader and Love Solihull and consider reporting to Police. • (IP) Do not attempt to engage with any individual/group threatening physical violence, leave the area and report to the Police immediately - please also report to Love Solihull. • (IP) If you encounter a knife or weapon, please refer to the 'Community Litter Picking Guidelines' for advice and report to the Police • (IP) Filled bags should not be left next to buildings | L | M | Green | Love Solihull Manager |

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| | | | | | | <ul style="list-style-type: none"> (IP) Group leaders to inform Love Solihull when large amounts of bags require collecting. | | | | |
| Lone Working | <ul style="list-style-type: none"> Medical situation leading to inability to summon assistance. Increased potential to become target of physical attack causing harm, injury or death. | Volunteers | M | H | Amber | <ul style="list-style-type: none"> (IP) If volunteering alone, tell a friend/family member/or equivalent your planned route and estimated time of return, so that someone knows where you are in case of any incidents. (IP) Consider the locations you are litter picking - try to remain in areas that are open and visible to the public and avoid going into any unlit areas after dark. (IP) Consider joining a local community litter picking group – contact Love Solihull for more information. (IP) Consider carrying a mobile phone with you for emergency use. | L | H | Amber | Love Solihull Manager |

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| <p>Biological hazards including sharps (glass, needles) faeces and urine, asbestos</p> | <ul style="list-style-type: none"> Cuts to skin Risk of infection Discarded needles. Disease via transfer from hands to mouth | <p>Volunteers and members of the public</p> | <p>H</p> | <p>M</p> | <p>Amber</p> | <ul style="list-style-type: none"> (IP) When litter picking, always use appropriate litter picking tools (IP) We recommend gloves are worn at all times whilst litter picking (IP) Do not pick up unidentified and potentially hazardous waste or handle any biohazard (including faeces, dead animals and syringes). (IP) Should you find any needles, leave in situ and report to SMBC Connect: 0121 704 8000 (IP) Consider covering any existing cuts or grazes with a waterproof plaster before carrying out litter pick. (IP) Do not remove suspected fly-tipping – leave in situ and report to SMBC or landowner. (IP) Familiarise yourself with asbestos using this simple ID chart on the HSE website (IP) Remember to wash your hands before eating, drinking, smoking or going to the toilet. | <p>M</p> | <p>L</p> | <p>Green</p> | <p>Love Solihull Manager</p> |
| <p>Adverse weather</p> | <ul style="list-style-type: none"> Heavy rain and wind Lightning Heat / Sun Exposure Strong winds resulting in falling limbs and/or trees Cold and freezing conditions Items blowing on to highways causing obstruction | <p>Volunteers</p> | <p>M</p> | <p>H</p> | <p>Amber</p> | <ul style="list-style-type: none"> (IP) In the event of severe weather, consider postponing any planned litter picking (IP) In the event of lightning, take shelter in buildings or vehicles and keep away from any trees or open fields. (IP) We recommended wearing sunscreen and hat during strong sun and limiting exposure between 10am – 4pm. (IP) In hot weather, take regular breaks in the shade and ensure you have adequate drinks (IP) During heatwaves, please follow recommended advice from the government. (IP) During cold weather, wear warm layered clothing. | <p>L</p> | <p>M</p> | <p>Green</p> | <p>L Love Solihull Manager</p> |

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| | | | | | | <ul style="list-style-type: none"> (IP) Ensure all lightweight items are secured from excessive wind | | | | |
| Open Water | <ul style="list-style-type: none"> Drowning Pollution of the water course. Pollution from the water. Disease including Leptospirosis Contact with underwater objects. | Volunteers | M | H | Amber | <ul style="list-style-type: none"> (IP) Avoid entering open water to retrieve litter, instead consider report items to SMBC (IP) When litter picking from near open water, do not overreach, and firstly assess the condition of the ground underfoot (e.g., slippery, uneven) (IP) When collecting items from the edge of open water, wear waterproof gloves (these will not be provided) (IP) Never litter pick by open water alone | L | H | Amber | Love Solihull Manager |
| Contracting Covid-19 | <ul style="list-style-type: none"> Person to person transmission Transmission from contaminated surfaces / objects | Volunteers and members of the public | M | H | Amber | <ul style="list-style-type: none"> (IP) Follow the latest Government guidance and stay aware of any changes that may impact any planned activity (IP) Individuals displaying symptoms, or in contact with those showing symptoms, should avoid litter picking in groups (IP) Recommend group leaders maintain a pre-registration list, where possible (IP) Recommend that only personal litter picking equipment be used, or shared equipment sanitised between use (IP) Wear thick gloves, including when setting up and fastening bags (IP) Wash hands thoroughly with hand wash or sanitiser before and after each litter pick (IP) Avoid touching your face (IP) Take additional care, should you find disposable gloves and/or face masks – recommend double-bagging these items where possible (IP) Recommend sanitising your own equipment after each use. | L | H | Amber | Love Solihull Manager |

RISK ASSESSMENT ACTION PLAN

This action plan identifies the control measures to be implemented in order to reduce the lowest acceptable risk level.

Note any Net Risk identified, as a red-risk – immediate action must be taken.

Other categories of Net risk (amber & green) should be completed within the time period (from the report date) specified providing it is reasonably practicable.

| Risk Section number | Existing Risk Level | Further actions / Control measures (as identified from the risk assessment) | Responsible Person/s | Target Completion Date | Managers Comments | Completion Date | Managers Signature |
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| <p>ASSESSED BY (PRINT)</p> <p>SIGNED _____ DATE ASSESSED</p> | <p>MANAGER (PRINT)</p> <p>SIGNED: <i>Sarah Jones</i> DATE ASSESSED: 10/01/2023</p> |
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| I M P A C T | High | Amber 6 | Amber 7 | Red 9 |
| | Medium | Green 3 | Amber 5 | Amber 8 |
| | Low | Green 1 | Green 2 | Green 4 |
| | | Low | Medium | High |
| | LIKELIHOOD | | | |

| NET Risk Level | Action and Timescale |
|---------------------------|---|
| Red 9 | Work should not be started or continued until the risk level has been reduced. While the control measures should be cost-effective, the legal duty to reduce the risk is mandatory. This means that if it is not possible to reduce the risk, even with unlimited resources, then the work must not be started or must remain prohibited. |
| Amber 7 & 8 | Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves work in progress, the problem should be remedied as quickly as possible and certainly within one month. |
| Amber 6 | <p>Although this risk is unlikely to happen, all reasonable efforts should be made to reduce the impact of this risk.</p> <p>Risk reduction measures should normally be implemented within six months, depending on the number of people exposed to the hazard.</p> |
| Amber 5 | Efforts should be made to reduce the risk, but the costs of prevention should be carefully considered. Risk reduction measures should normally be implemented within three months, depending on the number of people exposed to the hazard. |
| Green 1, 2 & 3 | Whilst this level of risk is generally acceptable, consideration should be given to cost-effective solutions, or improvements that impose minimal or no additional cost burden. |
| Green 4 | Monitoring is required to ensure that the controls are maintained. |