



Aberdeenshire Litter Initiative - ALi

CODE OF PRACTICE FOR VOLUNTEERS

1. INTRODUCTION

ALi is where ordinary people take positive action to help keep their 'adopted street' clear of litter for their own benefit and the enjoyment of a cleaner environment for all. The volunteers pick litter from a public area of their choosing as and when they can. There is no fixed time or frequency at which this should be done and no checks are made by anyone. ***Volunteers who take part, do so entirely at their own risk.***

2 Safety Guidance

Individuals and groups acting as volunteers in the fight against litter, recognise the potential harm that litter causes to the environment and also the possible injury litter can cause to people, domestic pets and wildlife. However, there are a number of easily avoided hazards that volunteers could be exposed to, so the following principles and practices, which are designed to make your involvement a safe and enjoyable one, should be applied at all times.

3 Protective clothing and equipment

The following items of equipment should be used at all times by volunteers undertaking litter picks.

- **Reflective Hi viz vest** to clearly highlight volunteers to the public and traffic.
- **Litter Pickers** to minimise repetitive bending and direct contact with Litter.

- Stout footwear and suitable outdoor clothing that does not leave bare areas of skin.

The Hi Viz vest and litter pickers will be supplied to registered volunteers by **ALi**. It is the volunteers responsibility to wear them.

Additionally, volunteers may wish to provide and wear their own robust gloves for additional safety and hygiene reasons but should be aware of the limited protection afforded from broken glass and other sharp objects.

4 What not to Pick up

The following items may be encountered during a litter pick and should be dealt with as follows

Broken Glass - Collect using either a litter picker or brush and shovel, avoiding contact by hand and place in a robust container in quantities that can be easily lifted and moved.

Hypodermic Needles - These should **not** be moved under any circumstances and their location reported as soon as possible to the Council by phoning the Council's

Wasteline number **0845 600 3 900**

Faeces - dog mess should be dealt with by street sweeping. If it is a particular problem report it to **Wasteline 0845 600 3 900**

Suspect Materials - Items that are possibly dangerous such as unknown liquids in containers, building materials that may contain asbestos or piles of mixed fly tipping should **not** be handled by volunteers but should be reported to the **Wasteline Number 0845 600 3 900**

Other matters - If you observe any other matters which relate to Council services you are encouraged to report them direct to the Council.

5 SITE SAFETY AND INSPECTION

- a) Working on areas beside roads should only be carried out with **personal safety as the paramount priority**. Volunteers should not attempt to clear carriageways and should restrict their activities to grassed verges and footpaths. Always work facing oncoming traffic ensuring that you can **see and be seen**.
- b) Take special care if you are working near water or steep slopes.
- c) Specific attention should be paid to sharps, Wasp & Bee nests, trip hazards and harmful substances.
- d) Where working next to hedges and shrubs / undergrowth, avoid reaching in such a way as to expose the face, eyes and skin to scratches from thorns or broken branches. If the item of litter cannot be safely reached with a litter picker, **leave it**.

6 LIFTING AND HANDLING MATERIALS

Volunteers should be aware of the risk of injury by attempting to lift and carry heavy materials and carrying bags of collected litter. To this end the following basic principles of **Manual Handling Guidelines** should be applied.

- Carefully consider if an item can be safely moved.
- Only try to move an item if this can be done so without straining.
- Make sure an item is safe with no sharp edges or noxious contents
- Use litter pickers to prevent constant bending and stretching.
- Make sure the ground conditions will not cause a trip, slip or fall while carrying.

7 YOUNG VOLUNTEERS

While it is beneficial to the community to get young people involved in litter related projects, age plays a big part in the ability to recognise and avoid risk. Accordingly, the Initiative does not accept participation of children below the age of 16. Groups of children under the supervision of an adult may be eligible.

8 THE LITTER

Volunteers will be asked to re-use supermarket bags, or similar, to collect the litter. This is for three reasons. It does not involve additional costs to supply bags. It is environmentally friendly to re-use such bags and finally it ensures that the volumes of litter collected are manageable to handle.

Volunteers will not be asked to sort the litter to separate out recyclable items. If they are willing to do so this is welcomed but it is not a *requirement* of the scheme. The recyclable items should be added to the normal recycle collection service from your home or taken to the nearest Recycling Point, preferably as part of another journey.

Volunteers are asked to dispose of the litter through their own fortnightly residual waste collections - whether this is a wheeled bin collection or, in some cases, black bags. It is recognised that not everyone has available space in their wheeled bin for additional waste and, as a result, Aberdeenshire Council has intimated that they would provide a second wheeled bin to participating households if required. In the event that a second bin is not a desirable option for a household, then the volunteer would be asked to take the litter to the nearest Household Waste Recycling and Disposal Centre.

9 MONITORING

Participation in this community based scheme is entirely voluntary and as such participation of individuals will not be monitored in any way by members of the Aberdeenshire Environmental Forum or the Aberdeenshire Litter Initiative.

However, we would like you to estimate the amount of litter that you collect. The measurement will be easy to estimate as we will base it on the equivalent of a supermarket carrier bag which most of us re-use for the purpose. So we will invite you to estimate how many carrier bags full of litter that you have collected over say 6 months.

We have still to decide how we will gather that information but will be back in touch with volunteers later, as we need to obtain more funding to cover the costs. **If you are aware of any sources of funding for this project, we would be delighted to hear from you.**

10 FORM OF INDEMNITY

Volunteers should not to participate in this Initiative unless they are able to meet, accept and agree to follow these guidelines and understand that participation is **entirely at their own risk**. Aberdeenshire Environmental Forum have endeavoured to make this guidance informative but makes no warranties or representation, express or implied, as to the accuracy or completeness of the information contained or referenced herein.

Aberdeenshire Environmental Forum, its office bearers or members, will not be held liable for any direct, indirect, special, consequential or other loss or damage that results from volunteers' participation in this initiative unless it has been negligent.

We apologise if the above disclaimer appears a bit officious but the wording used, is on the advice of others.

Visit our website at www.green-butterfly.org.uk

Or email us at Ali@niblockenvironmental.com

Ali is grateful to Aberdeenshire Council for providing the litter picking kits (Picker and Hi Viz vest) and the Area Committees of the Council for giving a grant from their Area Top-Up Budget to cover postage of Kits to volunteers within their areas. This is the most environmentally sound and economic way of delivering kits to all parts of Aberdeenshire.

AEF April 2011



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Volunteers Agreement

Your NAME :

ADDRESS :

Post Code :

Which area of Aberdeenshire ? : Banff & Buchan, Buchan, Marr,
Formartine, Garioch, Kincardine & Mearns

CONTACT DETAILS: EMAIL :

HOME PHONE :

MOBILE PHONE :

AREA ADOPTED :
(for mapping purposes)

FREQUENCY OF CLEARING LITTER : Occasional / quarterly / monthly / weekly / daily / as required
: other : please specify

Equipment issued / requested : Litter picker YES / NO
: Hi viz vest YES / NO (delete as appropriate)
: Health & Safety guidance YES / NO

We apologise if the following disclaimer appears a bit officious but the wording used is on the advice of others.

I (Print Name) have been issued with the relevant safety equipment and a copy of the Code of Practice for Volunteers and accept and agree to follow this Code of Practice. I accept that participation in the Aberdeenshire Litter Initiative is entirely at my own risk and that Aberdeenshire Environmental Forum, its office bearers or members hold no responsibility for the consequences of my actions or omissions.

Participants should note that the above details will be held by the Litter Initiative organisers and used for mapping of the coverage of Aberdeenshire area by ALi allies. We will also use it to make contact with you. Our preferred method of communication with you is by email to save cost and paper. We promise not to pester you with frequent contact.

Data Protection: By submitting this form and providing your contact details you agree to us storing these details. They will be used in accordance with the principles of the Data Protection Act 1998.

Signed..... Date.....20

Please retain a copy for your records

