

Litter Charter

Walsall Community Litter Watch



Cleaning up our High Streets together



Walsall Council



Walsall Council Litter Charter

Introduction

As residents, visitors and people who work in Walsall, we all benefit from or are disadvantaged by the state of our local environment. We all need to play our part in maintaining or improving its standard.

A clean, healthy environment is good for the borough of Walsall and for our local economy. It plays an important role in improving our wellbeing and it helps our businesses to be more successful. Eliminating litter and waste on our streets is an important part of this. Rubbish on our streets is a sign that people do not respect their local environment and it leads people to feel less safe in their communities.

What is a Litter Charter?

The Litter Charter aims to promote recommendations to find the best solutions in achieving a cleaner Walsall.

The framework for businesses is to:

- Identify how, when and where the worst litter problems arise
- Work in partnership with other agencies to solve these issues

Potential actions could be as simple as putting up posters in windows to discourage customers from littering, storing waste correctly and keeping the premises and surrounding area clean.

What is expected of you?

When you sign up to the Litter Charter you have pledged to help by:

- Promoting the anti-litter message to help change public behaviours regarding litter
- Reviewing and reducing packaging
- Managing and collecting litter generated from the business
- Keeping your shop frontage free of litter
- Disposing of business waste responsibly

How we will support you

Clean and Green will support your business in the following ways:

- Provide equipment, free of charge, to assist you in keeping your business frontages clean and tidy
- Provision of campaign materials to put in and around your place of work e.g. campaign stickers/posters
- Provide an education service to promote the anti-litter message
- A point of contact for you to liaise with to support your businesses efforts
- Promotion of your businesses efforts in assisting us on the Council website and social media pages
- Offer opportunities to become involved with national campaigns e.g. Keep Britain Tidy, Great British Spring Clean
- Free advertising on Walsall Council bins on your high street/local district centre.

Frequently asked questions

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| Who is responsible for the placing of the poster on the Walsall Council bin? | Once your shops name has been put in the advertisement, it will be printed by us and a member of the Street Cleansing team will place it in the bin. |
| How should we dispose of the collected rubbish from tidying our shop frontages? | All rubbish collected should be left for Clean and Green. Please contact Clean and Green to arrange for collection. |
| How will we be monitored to make sure that we are delivering on our pledge? | The Street Cleansing Team will be monitoring the public bins to ensure that business waste does not start appearing in them and checking that shop frontages are being kept clean and tidy. The Clean and Green Volunteer Coordinators will be in contact with you to see how you are progressing and/or if you need any support to assist you with your pledge. |
| How long do we have to honour the pledge for? | Pledge registration needs to be made on an annual basis. Registration runs from September to August. A Clean and Green Volunteer Coordinator will make contact with you to remind you that renewal is due. |
| How do we get the equipment to help us keep our shop frontages clean and tidy? | Once we have received your pledge registration form, a Clean and Green Volunteer Coordinator will make contact with you to identify your equipment needs and to arrange delivery. |
| What happens if equipment becomes damaged or broken? | Please report this to Clean and Green Services and replacements will be arranged. |
| What happens if we do not deliver on our pledge? | A Clean and Green Volunteer Coordinator will arrange a meeting with you to discuss the barriers that are stopping you from delivering on your pledge. If no suitable actions can be identified to support/assist your business all equipment will need to be returned and your free advertising privileges will be removed. |

Safety checklist

Walsall Council takes Health and Safety very seriously and is committed to the safety of all its staff and residents. Business employees conducting cleaning duties to the shop frontage, can be exposed to a number of easily avoidable hazards. This guidance has been produced to help identify these hazards, making their involvement safe. It should be followed by all of your employees.

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| Before | <ul style="list-style-type: none"> ✓ Ensure that you do a risk assessment. ✓ Ensure visibility is good and pick daylight hours to tidy your shop frontage. ✓ Check the weather and wear appropriate clothing. ✓ Request any equipment needed. |
| During | <ul style="list-style-type: none"> ✓ Please wear safety equipment - Hi Vis Jacket, gloves, strong shoes. ✓ Always use a picker and gloves when collecting litter. Avoid direct contact. ✓ Ensure there is a first aid kit and a first aider. Make sure to clean and cover any cuts or abrasions. Seek medical advice if the condition deteriorates. ✓ If you find a weapon please secure it safely and hand it in to the closest police station. |
| | <ul style="list-style-type: none"> ✗ Do not pick up any needles or drug paraphernalia, report to Clean and Green. ✗ Do not attempt to remove dead or live animals. If dead report to Clean and Green. If alive report to the RSPCA. ✗ Do not pick up any items that are not identifiable and could be deemed hazardous, for example asbestos or chemicals like battery acid. Report to Clean and Green. ✗ Do not turn your back to traffic. Be aware of traffic at all times and make sure you do not work in the highway. ✗ Do not overfill bags and avoid lifting heavy objects or sacks alone. ✗ Do not compress bags as it can result in cuts and abrasions. ✗ Do not approach any one you do not know or anyone who is littering to ensure you avoid confrontation. |
| After | <ul style="list-style-type: none"> ✓ Please make sure to clean your hands thoroughly using wipes, gels or by washing. ✓ Inform Clean and Green of any issues you may have encountered. ✓ Place rubbish bags in an agreed collection point. |

Key contacts

Clean and Green Contact Centre

Telephone: 01922 653344

RSPCA

24-hour line: 0300 1234 999 – to report cruelty or an animal in distress

Website: www.rspca.org.uk/utilities/contactus/reportcruelty

Guidance when completing your risk assessment

You will need to complete a risk assessment before tidying your shop frontage. The risk assessment should take no longer than 10 minutes. This is a simple way to ensure you have considered any safety issues for your employees and taken the necessary precautions to prevent them, as far as is reasonably practical.

We have provided a list of potential hazards with their possible risks. This form will help you to think about the area you are litter picking and which hazard and risk might apply to your risk assessment.

Before tidying your shop frontage make sure employees:

- Have correct equipment – litter pickers, bags, shovels and brushes.
- Are dressed weather appropriately with gloves, hi-vis and sensible footwear.
- Know the work area, how to report incidents, where to get first aid, where to deposit bags and how to mark sharp item (glass or jagged plastic) bags.

| Hazard | Risk | Control | Action |
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| Broken glass, sharp/rusty edges | Cuts and infections | <ul style="list-style-type: none"> ■ Use litter pick to pick up sharp litter ■ Up to date tetanus | Seek medical or first aid attention if needed |
| Needles | Cuts and infections | <ul style="list-style-type: none"> ■ Leave and contact Clean and Green for removal | Seek medical attention if needed |
| Heavy/awkward rubbish | Pulled or strained muscles | <ul style="list-style-type: none"> ■ Take care when lifting – use good lifting practises and share the load ■ If too heavy leave and report | Stop if feeling discomfort. Seek medical if persists |
| Batteries, Asbestos and miscellaneous chemicals | Potentially dangerous depending on condition | <ul style="list-style-type: none"> ■ Do not approach or remove any potentially hazardous waste | Seek medical attention if exposed. Record labels. |
| Ground condition | Sprains, muscle damage and broken bones | <ul style="list-style-type: none"> ■ Avoid dangerous areas and choose safest route ■ Wear sensible footwear | Seek medical or first aid attention if needed |
| Highways, cars, and motorbikes | Collision with vehicles | <ul style="list-style-type: none"> ■ Avoid proximity to cars and roads ■ Be aware and look out ■ Do not litter pick on roads with more than 40mph speed limits | Seek medical attention if needed |
| Lone working | Physical or verbal assault | <ul style="list-style-type: none"> ■ Be aware of aggressive individuals ■ Do not get involved in a conflict ■ Have a phone and let someone know where you are | Seek medical attention if needed |
| Animals – domestic and wild | Lymes disease | <ul style="list-style-type: none"> ■ Beware of dogs ■ Avoid contact with animals and faeces | Seek medical attention if bit or scratched. |

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| Weather | | <ul style="list-style-type: none"> ■ Stop work in adverse weather ■ Dress appropriately for conditions | Seek medical if needed |
| Dog faeces | Toxocara canis | <ul style="list-style-type: none"> ■ Do not touch dog faeces ■ Always wear gloves | Seek medical if needed |
| Steep slopes | Sprains, muscle damage and broken bones | <ul style="list-style-type: none"> ■ Stay away from these areas ■ Avoid litter picking on steep slopes | Seek medical if needed |
| Fences, walls and ditches | Falls, cuts and sprains | <ul style="list-style-type: none"> ■ Avoid climbing walls or fences | Seek medical if needed |
| Tools and equipment | | <ul style="list-style-type: none"> ■ Employees will be shown how to use the equipment appropriately ■ Use appropriate protection ■ Have a first aider and first aid kit | Seek medical if needed |
| Trees and shrubs | Trips, cuts and eye pokes | <ul style="list-style-type: none"> ■ Be aware of hazards and risks ■ Be aware of branches and roots | Seek medical if needed |
| Irritants and dangerous plants | Poisoning, skin irritation and allergic reactions | <ul style="list-style-type: none"> ■ Wear gloves ■ Be aware of dangerous plants and possible reactions ■ Wash hands thoroughly | Seek medical for any unusual symptoms |
| Weapons | Cuts and infections | <ul style="list-style-type: none"> ■ If you find a weapon please secure it safely and hand it in to the closest police station | Seek medical if needed |

After the event make sure all employees:

- Clean their hands thoroughly.
- Check their wounds have been cleaned, disinfected and dressed – all employees should carry out a personal inspection for cuts.
- Have reported any hazardous waste and identified any bags containing sharp materials (such as glass or jagged plastic).
- Have reported back to the employer and all equipment has been returned.
- Have arranged with Clean and Green the collection of any rubbish bags.

**You can download the Work/Safe Risk assessment form off our website.
Please ensure you fill it in and send it back to Clean and Green.**





Litter Charter Pledge Registration Form

We pledge to keep our shop front clean and encourage pride in our area by:

- Changing public behaviour by promoting the anti-litter message
- Reviewing and reducing packaging
- Managing and collecting litter generated from the business
- Keeping your shop frontage free of litter
- Disposing of business waste responsibly

Clean and Green Volunteer Coordinators will remain in regular contact with you to record the efforts you have made to keep your high street tidy and to offer support in assisting you to achieve the above pledges.

Walsall Council are not liable for any personal injury, loss, theft, damage or inconvenience caused as a result of participating in works regarding to your Litter Charter pledge.

Businesses participate in keeping their shop frontages clean and tidy entirely at their own risk. They are not working for, or on behalf of, Walsall Council.

A business will ensure:

- A risk assessment is completed before the litter pick and cleaning takes place.
- Employees are aware that they participate entirely at their own risk and that they have been advised of the risks in accordance with the risk assessment and the safety checklist.
- I have signed the disclaimer provided confirming this.
- I have read the privacy agreement and I understand that the council are going to use the information provided to keep me informed of events, training and business opportunities.

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| Name of Business: | |
| Address: | |
| Postcode: | |
| Contact Name: | |
| Telephone: | |
| Email: | |
| Signature: | |

Registration to the Litter Charter runs from September to August each year.

Registration to the Litter Charter is to be renewed on an annual basis.

Please return your completed Pledge Registration Form to:

Email: cleanandgreen@walsall.gov.uk

Post: Clean and Green, 200 Pelsall Road, Brownhills, Walsall, WS8 7EN

Privacy notice – Businesses

We are committed to being transparent about how we collect and use your data to meet our obligations under the General Data Protection Regulations (GDPR).

We offer businesses opportunities and by completing this form you are indicating to us your interest in accessing these opportunities. We will use the information you give us to provide the most appropriate information. Walsall Council will only ever create, use, store and or share your data in accordance with the data protection regulations and conditions for processing as set out in our privacy statement(s) which are available online via www.walsall.gov.uk. Should there be a requirement to share your information for any other purposes outside of our public functions, tasks and statutory requirements, Walsall Council will always ensure consent is appropriate wherever necessary. For information on how to access your records please see our subject access guidance available on our website.

For more detail regarding how to access a copy of your information, or how the local authority uses and shares your information, please visit the Privacy notice at https://go.walsall.gov.uk/privacy_statement

Litter Charter Pledge poster example



