



## *Residents Leading Change*

### **Activity plan:**

**(If approved this will become SCHEDULE 1 in the Service Level Agreement)**

<b>Theme</b>	2. Creating a more attractive environment
<b>Priority</b>	1. Educate and inform about environmental responsibility towards the local environment
<b>Activity</b>	1. Raise personal responsibility and citizenship
<b>Year 1 funding</b>	£7,500
<b>Year 2 funding</b>	£7,500
<b>Cost Code</b>	2.1.1

#### **Information about you**

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<b>Organisation</b>	<b>Boston Borough Council</b>

In writing your activity plan, please keep in mind the vision and values of Boston Big Local, that this is a resident led 10 year programme to help make the area an even better place to live and that all proposals are considered by the resident partnership group.

**AIMS OF ACTIVITY:** Educate and inform about environmental responsibility towards the local environment.

**DESCRIPTION OF ACTIVITY** (including frequency, location, numbers)

## Boston Big Local Costs and Schedule

**Theme 2 - Creating a more attractive environment.**

**Priority 1 - Educate and inform residents about their responsibility towards the local environment.**

**Activity 1. Raise personal responsibility and citizenship among residents to reduce Fly Tipping and Littering. Improve the cleanliness and overall appearance of the local area.**

**Timescales**

### Project 1 - Recruit Volunteer Community Champions Encourage Community Clean Ups

**Helping to reduce litter in the Big Local area and encouraging residents to take pride in their community**

	<b>Cost</b>			<b>Total Budget Year 1 and 2</b>
	<b>Year 1</b>	<b>C/F</b>	<b>Year 2</b>	
Attend local community group meetings.				
Provide equipment including Litter Pickers, Gloves, High Viz Waistcoats and Coloured Bags	£1,200.00		£1,200.00	
Health and safety Advice, How to organise a community Clean Up leaflet	£400.00		£300.00	
Promoting through press releases, Boston Bulletin, Local Newspapers, Social Media and Radio as Boston Big Local / Boston Borough Council initiative				
<b>Total</b>	<b>£1,600.00</b>		<b>£1,500.00</b>	<b>£3,100.00</b>

## Outcomes

Since April 2019 we have recruited 75 Community Litter Champions, making this a total of 235. These volunteers often work alone usually in their local area but sometimes in groups covering a much wider area within the town. Not only does this tackle street litter but also helps relieve isolation and mental health problems.

We have produced a number of leaflet and carried out various campaigns to recruit more volunteers through the local press, Big Boston Clean Up, attending local group meetings and through word of mouth.

### Health & Safety Do's & Don'ts

#### DO:

- Wear the gloves provided for cleanliness purposes but remember these will not protect you from sharp objects.
- Wash your hands thoroughly after litter picking and once again before eating.
- Make sure an adult is supervising children taking part in the litter pick at all times.
- Wear the high visibility jackets/ waist coats provided.
- Stay on the paths at all times.

#### DON'T:

Pick up any of the following:

- Glass
- Hypodermic Needles / Syringes
- Dog Mess
- Any Sharp Objects

If you come across any of the above objects please report them to Boston Borough Council on 01205 314200

- Don't go onto the road to collect litter

It is also a good idea to record your progress by taking before and after photographs. This information can be used for publicity and future projects.



**Make a difference, have fun and be safe on your Community Clean Up!**



A Guide to ...

## ... Organising a Community Clean Up



#### Planning Your Community Clean Up

Firstly decide which areas you are going to clean up. Then you must get permission from whoever owns the land, to go on it and clean up. This may take some time so start planning your clean up early. It is also important at this stage to decide how you are going to dispose of the rubbish. You could take the rubbish to the local tip and recycling centre or you could arrange for it to be collected by your local Council. If you would like to provide refreshments for the volunteers during the litter pick now is the time to decide when and where this will take place.

#### Risk Assessments

Once you have chosen the area that is to be cleaned you must carry out a full risk assessment. This involves examining items which could pose a danger to you or the volunteers. These include: clinical waste, broken glass, insecticides, poisons, oil drums, condoms & syringes etc. It should also include environmental hazards such as: steep or slippery banks, fast flowing or deep water, rocks, main roads, derelict buildings etc.

#### Seeking Assistance & Sponsorship

Boston Borough Council will be able to help by collecting litter upon arrangement and providing the equipment needed for the clean up. Please contact the Council using the details provided for more information. You could also ask local companies for their services or some sponsorship.

#### Getting Volunteers

If you want to plan a big clean up you will need to obtain lots of volunteers. The best way to start is to get the support of local groups within the area such as: Residents Associations, Schools, Guides & Scouts, Civic Societies and Community or Environmental groups. Then to gain support and volunteers from the community you will need to do the following: Deliver leaflets to local residents and send out a press release to your local media giving details of the clean up and how people can get involved. Put up posters in local shops and leisure centres & on notice boards. Contact the local volunteer centre to see if they can offer advice or volunteers.

#### Preparation & Equipment

A Community Clean Up Pack containing all the equipment needed is available from Boston Borough Council (see Insert).

At this point you may need to draw up a map of the area being cleaned. You can then note where any risks are and also any litter collection, first aid or refreshment points. You should also mark on any useful facilities such as toilets, phone boxes or car parks which will be available during the clean up.

#### Insurance Cover

Unless you are part of an organisation such as a Council or School you will need to obtain Public Liability Insurance. This will cover your legal liability from accidental injury or damage, including damage to the public or their property.

#### Publicity

Inform the local media of what you plan to do, this will generate publicity and could get recognition for the groups' efforts. Contact local press and radio stations and make sure they know when the activity is taking place, the area it will focus on, who is taking part and how it will be organised.

#### Informing the Volunteers

Prior to the event all volunteers will need to be informed of: Health and Safety risks and how to avoid them, where and when to meet, how to use the equipment, the locations of refreshments and toilets and the nearest first aid and phone points. You could also give advice on what clothing is most suitable.

#### Possible Hazards

Before starting the clean up ensure that everyone is aware of any dangers. Tell them not to pick up any of the hazardous items as listed under risk assessments. Simply make a note of these items and inform Boston Borough Council, who will arrange for someone to come and remove them. Make sure that gloves are worn at all times and hands are washed frequently.

#### Recycling

Please ensure that you recycle the litter collected where possible. Recycling sacks are given away as part of the Council's Community Clean Up Pack. Should you wish to find out which materials can be recycled or to request more recycling sacks please see the list of contact details.



## Project 2 - Single Use Plastics Project

	Year 1	C/F	Year 2
<b>Project 2 - Single Use Plastics Project</b>	<b>£529.00</b>		<b>£529.00</b>
Campaign to raise awareness about plastic pollution in our environment			
Leaflets, Web Site, Social Media, Newspaper, Local Radio	<b>£850.00</b>		<b>£529.00</b>
Work with Transported and Primary Schools to turn plastics collected from the Big Schools Clean Up and Big Boston Clean Up into a Sculpture			
<b>Total</b>	<b>£1379.00</b>		<b>£1908.00</b>

**No further progress has been made with this project because of Covid-19 and not being able to go into Primary Schools. We ask that the project be extended to enable us to complete this during 2021**

## Project 3 - Chewing Gum and Street Litter

**Reduce the amount of chewing gum and litter on our pathways, pedestrianised areas, market place, parks and car parks**

Year 1    C/F    Year 2

Employ a person to assist with the use of the chewing gum machine and the street vac - 4 days per month (year 1), 2 days per month (year 2), 1 operative (7.4hrs per day) for 19.20 and 20.21 on a grade 3. Person should write a daily log of where they have been working and what they have done.

	£4,665.9		
	8	£2,421.63	
	<b>£4,665.9</b>		<b>£7,087.6</b>
<b>Total</b>	<b>8</b>	<b>£2,421.63</b>	<b>1</b>

**Project 4  
Children’s Litter Bins**

**Encourage Pre School age children to deposit litter in bins**

	Year 1	C/F	Year 2
Introduce 8 brightly coloured novelty bins into enclosed play areas in the Big Local Area These will be branded with the Big local Logo Target areas where there is terrace housing to advise on storage for household waste.	£1,400.0 0		£1,400.00
	<b>£1,400.0</b>		<b>£2,800.0</b>
<b>Total</b>	<b>0</b>	<b>£1,400.00</b>	<b>0</b>

**A further 5 bins have been purchased, we are waiting delivery**

**EXPECTED OUTCOMES OF THEME AND PRIORITY:**

- Project 1 - Helping to reduce litter in the Big Local area and encouraging residents to take pride in their community**
- Project 2 – Educating and raising awareness about plastic pollution in our environment and the dangers it poses to Wildlife – Reducing plastic litter**
- Project 3 - Reduce the amount of chewing gum and litter on our pathways, pedestrianised areas, market place, parks and car parks**
- Project 4 – You can never start too young, we aim to encourage pre-school children to deposit their litter in bins**

**EXPECTED OUTCOMES OF ACTIVITY (how much activity, how well and what difference)**

**Project 1 - We currently have 160 Litter Champions we hope to increase this by 50 over the following 2 years within the Big Local area with the help of the project funding.**



**Project 2 – Increase awareness to plastic pollution and reduce littering. A brief questionnaire will be given out at this year’s Big Boston Clean Up and again at the April 2019 Clean Up. Will be featured in the Council Tax Leaflet 2020. Measure increased understanding.**

**Project 3 – Already the amount of detritus and chewing gum has reduce as a consequence of this post. For 2019 – 2020 we have reduced the days to 4 per month. In 2020 – 2021 the number of days has again been reduce to 2 per month. The Council see the value of this position and have agreed to continue funding.**

**Project 4 – There is nothing of any novelty value in the Big Local Area to encourage young children to deposit litter in bins, the child friendly brightly coloured character bins will do just that.**

## **MONITORING & REPORTING**

Brief quarterly reports advising on progress towards outcomes are required and must be submitted and approved by the partnership before an invoice will be paid. Reports will need to detail how much was done, how well it was done and what difference the activity and funding have made. Evidence can include photographs, video clips, contribution to local newsletters.

Report dates: 30<sup>th</sup> June 2019/2020, 30<sup>th</sup> September 2019/2020, 31<sup>st</sup> December 2019/2020, 31<sup>st</sup> March 2020/2021

## **FEEES**

The agreed fee is £15,000 (incl. VAT) for the period of the agreement - any variation will need agreement. Please quote **CODE 2.1.1** on all paperwork, including project reports and invoices.

## **OTHER FUNDING AND GIFTS IN KIND**

Indicate amounts and sources of funding received or applied for relating to this activity and gifts in kind likely to be contributed.

**Boston Borough Council will facilitate all the above project outside of their statutory responsibilities**