



Tarring Flood Action Group Risk Assessment

Activity: Adopt-a-Drain

Location: Specific drain cover locations within the Tarring Ward identified on the Adopt-a-Drain Register

Date created: June 2025

Hazard	Who is at risk and how?	How are we controlling the risk?	Are further controls needed?	Actions
Lack of information & awareness	Volunteers unaware of safety procedures and requirements	All volunteers to be provided with a set of current A-a-D guidelines which will be updated and reissued at least annually. These guidelines can also be found on the TFAG website at www.tarringfloodactiongroup.org/adopt-a-drain	Guidelines to be updated and communicated to volunteers	Volunteers to acknowledge receipt of guidelines and agree to abide by them.
Moving vehicles on highway.	Volunteers working on drains in proximity to, or on the highway	- All volunteers should wear bright and reflective clothing. - Always work from kerbside/verge where possible. - When possible, work in pairs. DO NOT attempt any clearance if drain is in a vulnerable/difficult to access location. Report any blockages to www.adur-worthing.gov.uk/keeping-adur-and-worthing-clean-and-tidy/report-hazard. Also report to TFAG via email at tarringfloodgroup@outlook.com DO NOT work when visibility is poor. (e.g. at night/mist/rain)		
Safeguarding children & vulnerable adults	Children & vulnerable adults	No children under the age of 18 or vulnerable adults are allowed to take part in this activity.		

Collection of litter – toxic materials, syringes, broken glass		- Volunteers should not attempt to deal with any suspicious materials. - Any litter picking is to be carried out using litter pickers or appropriate hand tools. - Volunteers should wear protective gloves and use appropriate tools. DO NOT use bare hands. - Any broken glass to be safely collected in a sturdy container and disposed of. - Volunteers must not handle needles, syringes or other drug paraphernalia unless trained to do so. Drug litter Identity Sheet to made available with current link for reporting.	Prior to start check for the presence of hazardous or dangerous materials in the surrounding area. Presence of any suspicious materials should be reported to the Environment Agency Pollution Hotline (0800 731 2453)	Any needles and syringes should be reported to https://www.adur-worthing.gov.uk/keeping-adur-and-worthing-clean-and-tidy/report-hazard Tel: 01903 851729
Dog fouling/faeces	Toxocara canis	- Volunteers must not touch dog faeces. - Wear disposable gloves and remove waste using plastic spade and dog waste bag. Place in dog waste bin. Do not use litter pickers. - Wash hands thoroughly as soon as practicable and clean and disinfect tools used.		Report any unusual behaviour to Dog Warden dog.wardens@adur-worthing.gov.uk Tel: 01903 221064 (weekdays, 9.00 am - 5.30 pm or 07713 889128 (out of hours and weekends)
Incorrect use of tools & equipment	Volunteers risking injury by using tools or equipment that they are not familiar with	- Volunteers cannot use tools and equipment with which they are not familiar. DO NOT attempt to raise/remove drain covers.		

Hidden hazards	Volunteers risk injury if hazards concealed by pooling water risks falls	• If unable to see hard surface, use probe/brush/shovel to ensure that there are no hidden obstacles/potholes before proceeding.		A-a-D guidelines to be updated appropriately.
Extreme weather (heat)	Volunteers risk sunstroke, sunburn, dehydration and heat exhaustion due to elevated temperatures.	• A-a-D guidelines to include advice on how to dress appropriately. • Volunteers advised to wear sunhats, apply sunscreen and to rehydrate frequently. • Advise volunteers to take regular breaks and seek shade if necessary.		A-a-D guidelines to be updated appropriately.
Extreme weather (heavy rain/lightning strikes)	Volunteers risk injury and physical discomfort working during heavy rainfall/thunderstorms.)	• Volunteers MUST NOT carry out any of the recommended A-a-D activities during periods of heavy rain or thunderstorms		A-a-D guidelines to be updated appropriately.