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ENVIRONMENTAL GUIDANCE FOR OCCUPIERS

VERSION 6.2



DOCUMENT CONTROL

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SECTION 1

I N T R O D U C T I O N



OUR ETHOS

British Land Approach to Environmental Management

British Land operate Environmental Management Systems certificated to ISO 14001 standards. This Guidance document has been produced by British Land to communicate our standards of environmental management across our property portfolio to our Occupiers to clarify the different responsibilities that we have as the Landlord and that you have as Occupiers.

Environmental management is a key focus for British Land. We are committed to addressing all environmental challenges to ensure that our property portfolio is managed in a responsible manner; however, we cannot do this in isolation; we need to work in collaboration with our Managing Agents (where appointed) and our Occupiers to achieve our goals. Wherever this Guidance document refers to the British Land Property Management Team (BL-PMT) then that should be interpreted to include the Managing Agents whom we have appointed to act on our behalf.

Our Occupiers may be responsible for an entire property on a Full Repairing and Insuring (FRI) basis or for demised areas of a multi-let property where it is the BL-PMT's duty to co-ordinate these efforts.

British Land's Occupational Leases require Occupiers to abide by statute and comply with British Land's Management Rules. For the avoidance of doubt, this Guidance should be considered to represent those Management Rules. Further Guidance is contained in the Occupier's Handbook and House Rules & Regulations, that are updated on a more frequent basis.

POLICY STATEMENT

Please follow this link to view copies of British Land's Environmental & Net Zero Policy Statement:

[Policies | British Land](#)

SECTION 2

ENVIRONMENTAL GUIDANCE



RESPONSIBILITIES

The BL-PMT [and any Managing Agents - mainly within our Residential portfolio; that have been contracted on our behalf], in the majority of cases, will be responsible for managing environmental aspects within the common parts/ basebuild areas of the property only. On occasions, Occupiers will have entered into a Full Repairing Insuring (FRI) Lease arrangement where they are responsible for the whole building including the areas they specifically occupy along with all the common parts of the premises.

All Occupiers have a duty to comply with relevant environmental legislation and the exact boundaries of control between Occupiers and British Land/ our appointed Managing Agent will be clearly defined within the Occupiers' leases. In all circumstances both British Land/ our appointed Managing Agent and Occupiers have a responsibility to co-operate and co-ordinate with each other on issues that affect any part of the building or surrounding external estate areas, where appropriate. This spirit of co-operation and co-ordination should run through all dealings between Occupiers and the BL-PMT and our appointed Managing Agents, particularly where environmental issues are concerned.

This document provides an outline of the operational environmental responsibilities of British Land/ our appointed Managing Agents and the Occupiers as defined by British Land and environmental legislation. This document does not seek to prescribe a definitive methodology but is created to assist and clarify the areas of responsibility for all parties.

British Land reserve the right to visit occupied demises within their properties on a regular (usually annual) basis and to seek assurances from Occupiers of their adherence to statute and these Management Rules. We may also, from time to time, request documentary evidence. This also applies to Occupiers with FRI Leases.

SECTION 3

ROLES & RESPONSIBILITIES



AIR POLLUTION

LEGISLATIVE REQUIREMENTS

The Environment Act 2021 amending the Clean Air Act 1993 contains provisions in relation to the control of smoke and prohibits, subject to conditions, emissions of dark and black smoke from generators, chimneys and flues servicing boilers.

The Large Combustion Plants, Transitional National Plan Regulations 2015 sets out plans and programmes to reduce emissions from certain pollutants from large scale combustion units. The pollution prevention and Control, Scotland Amendment Regulation 2017 and Pollution Prevention Control, Industrial Emissions Ireland Regulations 2018 set out provisions for Environmental protections in Scotland and Northern Ireland respectively in relation to Medium Combustion Plants.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>Where the BL-PMT is responsible for a heating boiler or other heat producing appliance or plant that emits fumes into the atmosphere, they shall ensure that dark/ black smoke shall not be emitted from any chimney or flue of any building.</p> <p>The BL-PMT therefore are required to maintain, service and inspect such plant or equipment to ensure that such emissions are prevented and records of the level of emissions shall be maintained.</p>	<p>Within properties that the Occupier is responsible for the heating boiler or other heat producing appliance or plant that emits fumes into the atmosphere, the Occupier shall ensure that dark / black smoke shall not be emitted from any chimney or flue of any building.</p> <p>The Occupier will also ensure the plant is maintained and serviced using a Gas Safe registered company and Gas safe registered engineers, who will supply a Gas safe certificate which can be produced on request.</p>
<p>The use of any Liquefied Petroleum Gas (LPG) is discouraged but when it is used on site it will be subject to maintenance and inspection by a competent contractor. All LPG cylinders will be stored in an upright position and in a manner so as to reduce risks of ignition, vandalism and explosion.</p>	<p>The use of any Liquefied Petroleum Gas (LPG) is discouraged but when it is used on site it should be subject to maintenance and inspection by a competent contractor. All LPG cylinders should be stored in an upright position and in a manner so as to reduce risks of ignition, vandalism and explosion.</p>

CLEANER COMMUNITIES

FLY-TIPPING

LEGISLATIVE REQUIREMENTS

The Environmental Protection Act 1990 Part 2 Section 33/34 'Duty of Care' requires persons producing, carrying or having control of waste to take reasonable steps to ensure it is lawfully and safely handled. This involves knowing how and by whom waste is being handled. Section 154 and Schedule 11, paragraphs 21 and 50 of the Anti-social Behaviour, Crime and Policing Act 2014 as amended includes additional requirements related to preventions of pollutants.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT is responsible for all waste that is fly-tipped/ disposed of on land under their control. The BL-PMT have a legal duty of care to ensure that such waste is disposed of or recycled at an authorised/ licensed facility and transferred by a licensed carrier.</p>	<p>Where the fly-tipped waste is on land that falls under the responsibility of the Occupier, then they are responsible for ensuring that the waste is removed by a RWC and that the appropriate waste documentation is obtained and available for inspection if required.</p>
<p>The BL-PMT are required to check that the person who removes the fly-tipped waste is a Registered Waste Carrier (RWC) and that such waste is the subject of a Waste Transfer Note (WTN) before such waste is passed onto another, or a consignment note if the waste is hazardous/ special waste. The BL-PMT and the waste carrier will both sign the WTN.</p>	<p>In situations where the fly-tipped waste is the BL-PMT's responsibility, the Occupier is requested to inform them of the need for the fly-tipped waste to be collected by a RWC; this should ensure that the matter is dealt with in a timely manner.</p>
<p>In situations where the fly-tipped waste is the BL-PMT's responsibility, the Occupier is requested to inform them of the need for the fly-tipped waste to be collected by a RWC; this should ensure that the matter is dealt with in a timely manner.</p>	

CLIMATE CHANGE

The UK has committed via the Climate Change Act 2008 to reduce its greenhouse gas emissions by 80 percent by 2050 compared to its 1990 levels. Then in 2019 the target was made even more ambitious, by the UK committing to a Net Zero Target of Greenhouse Gases by 2050.

British Land have further committed to making any new developments and their existing property portfolio Net Zero Carbon by 2030.

ENERGY MANAGEMENT

LEGISLATIVE REQUIREMENTS

The Energy Performance of Buildings (Certificates and Inspections) (England & Wales) Regulations 2012-2015 (and Amendment to Regulations 2022). Building use is a major contribution to the UK's carbon emissions. This legislation addresses the requirements for Display Energy Certificates (DEC), Energy Performance Certificates (EPC), Air Conditioning Inspections (ACI/TM44) and Boiler inspections. Entry criteria for each scheme is dependent upon building and Heating, Ventilating and Air Conditioning (HVAC) system size and type.

Further requirements related to energy, carbon reduction, utilities and metering are outlined in the Heat Network and Billing Amendment Regulations 2020, Energy Savings and Opportunity Scheme, EU Exit Amendment Regulations 2018, Climate Change Levy, General Amendment, Regulations 2018; CRC Energy Efficiency Scheme, EU Exit Amendment, Regulations 2018; Greenhouse Gas Emissions Trading Scheme Amendment, Regulations 2020.

CLIMATE CHANGE (CONTINUED)

ENERGY MANAGEMENT

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT are required, where they have control of a commercial building, to have in place an Energy Performance Certificate (EPC) where the buildings are over 50m² Gross Internal Area (GIA) and they are available for sale or rent and are issued with an advisory report about how to improve energy efficiency. In Scotland, the BL-PMT are required, where an EPC has been issued, to provide an indication as to where the Owner or Occupier can receive more detailed information on the cost effectiveness of the EPC and that such data is entered onto the Register.</p>	<p>The Occupier should obtain a copy of the EPC from the BL-PMT prior to the lease of the commercial area.</p>
<p>The BL-PMT are required, where they have control of a commercial building to have in place a Display Energy Certificate (DEC) where the building is occupied in whole or part by a public-sector organisation and has over 500m² GIA. These are valid for 1 year (>1000m²) or 10 years (>500m² <1000m²) and are issued with an Advisory Report about how to improve energy efficiency. The DEC will be displayed in a dominant place visible to the public.</p>	<p>The Occupier is required, where they have control of a commercial building to have in place a Display Energy Certificate (DEC) where the building is occupied in whole or part by a public-sector organisation and has over 500m² GIA. These are valid for 1 year (>1000m²) or 10 years (>500m² <1000m²) and are issued with an Advisory Report about how to improve energy efficiency. The DEC should be displayed in a dominant place visible to the public.</p>
<p>The BL-PMT are required to ensure that any air conditioning system(s) with a combined effective rated output of more than 12kW is inspected by a Competent Person/ Energy Assessor every 5 years.</p>	<p>The Occupier is required to ensure, where they have the responsibility, that if their air conditioning system has an effective rated output of more than 12kW, that it is inspected by a Competent Person/ Energy Assessor every 5 years.</p>

FLUORINATED GREENHOUSE GASES (F-GAS)

LEGISLATIVE REQUIREMENTS

Fluorinated Greenhouse Gas Regulations (F-Gas) 2015 creates offences and penalties for not complying with recovery of F-Gases legislation, labelling, qualifications and certificates required to work with products or equipment containing them. They also require a building Asset Register of all equipment containing F-Gas and Ozone Depleting Substances with records of any leak tests. The F-Gas Regulations also set leak checking requirements. Fluorinated Greenhouse Gases, Northern Ireland Amendment Regulations 2018 amend the F-Gas Regulations for Northern Ireland

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>Where the BL-PMT are responsible for the F-Gas equipment at the property they are required to ensure that current and up-to-date records are kept on site which identifies each piece of equipment, include details about the quantity and type of equipment or gas installed.</p> <p>In addition, records will be maintained of F-Gas quantities added and quantities of F-Gas recovered during servicing, maintenance and final disposal. The records should identify the specialist company or personnel who performed the servicing or maintenance, the dates, results of leakage and leakage system checks. F-Gas Company Registration Certificates should be obtained for anyone servicing the equipment and should be valid and not expired (as have a 3-year expiry).</p>	<p>Where the Occupier is responsible for the F-Gas equipment at site they are required to ensure that records are kept on site which identifies each piece of equipment, include details about the quantity and type which operates with F-Gas installed.</p> <p>In addition, records should be maintained of F-Gas quantities added and quantities of F-Gas recovered during servicing, maintenance and final disposal. The records should identify the company or personnel who performed the servicing or maintenance, the dates, results of leakage and leakage system checks. F-Gas Company Registration Certificates should be obtained for anyone servicing the equipment and should be valid and not expired (as have a 3-year expiry).</p>
<p>If the BL-PMT believes that their air conditioning system is leaking, they will report it immediately to their maintenance company and request that they complete a leak test.</p>	<p>If the Occupier believes that their air conditioning system is leaking, they should report it immediately to their maintenance company and request that they complete a leak test.</p>

FLOODING

FLOOD MANAGEMENT

LEGISLATIVE REQUIREMENTS

The Environmental Protection Act 1990, Water Act 2014 (with Amendments), Land Drainage Act and Schedule 25 Environmental Permitting, England and Wales Amendment, no2, regulations 2018 sets out responsibilities in relation to drainage system management, flooding protection, and requires the Responsible Person (RP) to respond to requests from the Local Authority (LA) where such Authority has detected, investigated and requires they remove a statutory nuisance (flooding is considered a statutory nuisance) and make such alterations and construct such structures as is required to prevent such nuisance.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT are responsible, where there is a drainage system under its control to inspect this on a regular basis to determine if the drainage system is defective and likely to lead to the discharge of drainage onto any land or water course. Such records shall be maintained. The BL-PMT are responsible for ensuring that all petrol interceptors are inspected on a regular basis and are de-sludged, as a minimum on an annual basis. Records relating to such inspections and de-sludging activities will be maintained.</p>	<p>Where an Occupier occupies a unit that does not have a shared roof (and for which they are the only beneficiary), and, under the Lease, the roof and guttering becomes the Occupiers' responsibility, they should ensure that all gullies and drains are inspected on a regular basis and are maintained clear and operational. Records relating to such inspections should be maintained.</p>
<p>Where the BL-PMT is responsible for the roof and guttering, they will ensure that all gullies and drains are inspected on a regular basis and are maintained clear and operational. Records relating to such inspections will be maintained. The BL-PMT will report blocked sewers or burst water mains to the local Water Company. If flooding has occurred due to blocked public drains or a flooded road this should be reported to the LA. When flooding has occurred due to a local river overflowing then this will be reported to the Environment Agency (EA) via their Compliance Team.</p>	<p>The Occupier should report a flooding incident the premises to the LA, EA and BL-PMT, as appropriate.</p>

GASES, CHEMICALS AND RELATED SYSTEMS

SCIENCE AND TECHNOLOGY ACTIVITIES

REQUIREMENTS

Requirements for storing, transporting or using chemicals and managing of equipment associated with lab-based science activities are detailed in this section as stipulated in the Pressure Systems Safety Regulations (PSSR) 2000; the Dangerous Substances and Explosive Atmospheres Regulations (DSEAR) 2002; Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations (2009); Health and Safety Guidance (HSG) 258; European Industrial Gases Association documents 4 and Safety Information Sheet 29; the British Compressed Gas Association (BCGA) Technical Information Sheet 27 and Code(s) of Practice 4, 18, 26, 30 and 36.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT will ensure that a Written Scheme of Examination (WSE) is in place for all qualifying pressure equipment under their responsibility and to ensure that examinations are undertaken prior to use.</p> <p>The BL-PMT will identify and implement control measures related to dangerous substances under their responsibility.</p>	<p>Occupiers should identify dangerous substances in the workplace and any associated risks, implement measures to control or remove the risks, reduce effects of incidents and prepare Standard Operating Procedures (SOPs) to deal with accidents, incidents and emergencies. Occupiers should identify and classify areas of the workplace where explosive atmospheres may occur and avoid ignition sources and ensure employees & specialist contractors are properly informed and trained to control or deal with risks.</p>

GASES, CHEMICALS AND RELATED SYSTEMS (CONTINUED)

SCIENCE AND TECHNOLOGY ACTIVITIES (CONTINUED)

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT is responsible for risk management related to any Local Exhaust Ventilation (LEV) under their control in the common parts/ basebuild areas.</p>	<p>Occupiers (where responsible for carriage of dangerous goods) are responsible for correct segregation of goods, safe storage (in relation to storage temperature requirements and chemical flash points), maintaining correct documentation and ensuring correct labelling. Occupiers (where LEV owners) are responsible for adequate controls, appointing a Competent Person to provide LEV services to carry out examinations and testing.</p>
	<p>Occupiers are responsible for safe operations in relation to systems or chemicals related to oxygen, oxygen enriched atmospheres, hypoxic suppression, Nitrogen (injection or liquid), liquid Carbon Dioxide, cryogenic liquid storage, gas supplies and handling of special gases under their responsibility. Occupiers responsible for lab-based science activities should consult Control of Substances Regulations 6, 7, 8 and 9 as regards particles, mists, gases fumes and vapours (relevant to LEV design, commissioning, maintenance & Operation).</p>

LAND POLLUTION

LEGISLATIVE REQUIREMENTS

The Environmental Damage (Prevention and Remediation) Regulations 2015, Contaminated Land, Scotland Regulations 2005 and Environmental Damage, Prevention and Remediation, EU Exit, Wales Amendment, Regulations 2019 applies to serious environmental damage to land, water and species and habitat, imposing duties on operators to take immediate steps to prevent damage if there is an imminent threat and control damage which is occurring to limit its effects.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT are required, where it is deemed that as an operator of an activity or property that causes an imminent threat of environmental damage, or an imminent threat of damage where there are reasonable grounds to believe that the damage will become environmental damage, to immediately:</p> <p>(a) take all practicable steps to prevent the damage; and</p> <p>(b) (unless the threat has been eliminated) notify all relevant details to the enforcing authority appearing to the operator to be "the appropriate one."</p>	<p>Where an Occupier is deemed to be an operator of an activity or property that causes an imminent threat of environmental damage, or an imminent threat of damage where there are reasonable grounds to believe that the damage will become environmental damage, the Occupier should immediately:</p> <p>(a) take all practicable steps to prevent the damage; and</p> <p>(b) (unless the threat has been eliminated) notify all relevant details to the enforcing authority appearing to the operator to be "the appropriate one."</p> <p>Records relating to such inspections should be maintained.</p>
<p>The BL-PMT will report polluted land to the EA via their Compliance Team.</p>	<p>The Occupier should report a flooding incident at site to the EA and BL-PMT</p>

LIGHTING

LEGISLATIVE REQUIREMENTS

Environmental Protection Act (EPA) 1990 - Part 3 relates to the main provisions relating to statutory nuisance. A statutory nuisance is something that can arise from a complaint such as artificial lighting from premises.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>Where the BL-PMT are informed via a notice from the Local Authority (LA) that artificial light emitted from premises under their control is considered prejudicial to health or a nuisance or is considered a statutory nuisance, they are required to make such alterations and/ or construct such structures as is required to prevent such nuisance.</p>	<p>The Occupier should work with the BL-PMT to ensure that any notice from the LA is complied with.</p>

NOISE

LEGISLATIVE REQUIREMENTS

Environmental Protection Act (EPA) 1990 - Part 3 relates to the main provisions relating to Statutory Nuisance. A Statutory Nuisance is something that can arise from a complaint such as noise, vibration, dust, smoke, grit, odour, artificial lighting, waste deposits from premises.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT are required to prevent noise nuisance and where the LA has determined that such noise emanating from a property under the control of the BL-PMT is prejudicial to the health of others they are required, subject to notice to take such actions, make alterations and construct such structures as is required to prevent such nuisance.</p>	<p>Occupiers are required to protect their employees and others who may be affected by work from the effects of noise by initially undertaking a suitable Noise Assessment and implementing any such controls as is required.</p>
<p>The BL-PMT are required to protect its employees and others who may be affected by work from the effects of noise by initially undertaking a suitable Noise Assessment and implementing any such controls as is required.</p>	
<p>The BL-PMT are required to ensure that where they operate a public address or loudspeaker system that procedures are in place to ensure that such system is not operated between the hours of nine (9pm) in the evening and eight (8am) in the morning. Such systems are not to be used at any time for the purpose of advertising any entertainment, trade or business.</p>	<p>Occupiers are required to ensure that where they operate a public address or loudspeaker system that procedures are in place to ensure that such system is not operated between the hours of nine (9pm) in the evening and eight (8am) in the morning. Such systems are not to be used at any time for the purpose of advertising any entertainment, trade or business.</p>
<p>Where the BL-PMT have separate intruder alarms that they maintain, then they will keep a record (Key-holder List) with details of such intruder alarms, details of the Key-holder(s) including the name, address and telephone number of the Key-holder(s) nominated in respect of the premises.</p>	<p>Where the BL-PMT have separate intruder alarms that they maintain, then they will keep a record (Key-holder List) with details of such intruder alarms, details of the Key-holder(s) including the name, address and telephone number of the Key-holder(s) nominated in respect of the premises.</p>

SPILL MANAGEMENT

LEGISLATIVE REQUIREMENTS

The Control of Substances Hazardous to Health Regulations (COSHH) 2002 (as amended) require that employees, visitors, contractors, Occupiers, and others who may be affected are protected from hazardous substances.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT will ensure that a suitable and sufficient COSHH-based Risk Assessment is undertaken in respect of the use and storage of hazardous chemicals within the common parts/basebuild areas</p>	<p>Occupiers are responsible for ensuring that a suitable and sufficient COSHH-based Risk Assessment is undertaken in respect of the use and storage of hazardous chemicals within their demised areas.</p> <p>In the case of Science and Technology Occupiers; they will be expected to have full Standard Operating Procedures (SOPs) for their day-to-day delivery, handling and storage of all hazardous chemicals, including for all emergencies. These SOPs should be shared with the BL-PMT, whenever requested.</p>
<p>The BL-PMT will ensure that the storage and use of hazardous chemicals on site is kept to a minimum. Where chemicals are stored and used on site it is the responsibility of BL-PMT to ensure that Material Safety Data Sheets are available for use in an emergency such as a spillage or medical incident.</p>	<p>Occupiers are responsible for ensuring that the storage and use of hazardous chemicals within the property is done so safely and that in-date Material Safety Data Sheets are available for use in an emergency, such as a spillage or medical incident.</p>
<p>The BL-PMT will ensure that access to all chemicals will be restricted to authorised persons only and chemicals will be stored in minimal amounts and in well-ventilated areas away from sources of ignition. Where appropriate, chemicals should be stored in a bunded area to prevent accidental spillage or leakage into the environment or drainage system.</p>	<p>Occupiers should ensure that access to all chemicals is restricted to authorised persons only and chemicals are stored in minimal amounts and in well-ventilated areas away from sources of ignition. Where appropriate, chemicals should be stored in a "bunded" area to prevent accidental spillage or leakage into the environment or drainage system.</p>

SPILL MANAGEMENT (CONTINUED)

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>Wherever practicable, the BL-PMT will ensure that chemicals are used on site by competent and approved contractors only and COSHH information should be gathered as part of the Contractor Management Procedures.</p>	<p>Occupiers should inform the BL-PMT of any hazardous chemicals, particularly those held in large quantities or forming a fire risk. These should be identified in the Occupier's FRA which should be updated if circumstances change.</p>
<p>The COSHH-based Risk Assessment will identify the means by which the substance is to be used, any exposure limits and the protective equipment required.</p>	<p>The COSHH-based Risk Assessment should identify the means by which the substance is to be used, any exposure limits and the protective equipment required.</p>
<p>The COSHH-based Risk Assessment will be available on site. Those contractors that are required to use chemicals on site will be provided with the appropriate Personal Protective Equipment (PPE) (as prescribed by the COSHH-based Risk Assessment) and instructed in its use.</p>	<p>The COSHH-based Risk Assessment should be available on site. Those staff that are required to use chemicals on site should be provided with the appropriate Personal Protective Equipment (PPE) (as prescribed by the COSHH-based Risk Assessment) and instructed in its use.</p>

SPILL MANAGEMENT (CONTINUED)

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>When the BL-PMT is responsible for the storage of chemicals at site, a Spill Risk Assessment should also be completed.</p> <p>This will help to identify the hazards associated with the chemicals/ substances and how they are stored and if the control measures in place should contain a potential spill. It should identify spill kit requirements, training of staff and spill drill requirements.</p>	<p>When the Occupier is storing chemicals on site, a Spill Risk Assessment should be completed.</p> <p>This will help to identify the hazards associated with the chemicals/ substances and how they are stored and if the control measures in place should contain a potential spill. It should identify spill kit requirements, training of staff and spill drill requirements. Science and Technology Occupiers will be required to provide copies of their Standard Operating Procedures (SOPs) cover spills and any other emergencies.</p>
<p>The BL-PMT will ensure that all staff and contractors consistently review usage of chemicals on site to ensure that the least hazardous chemical available is in use. Wherever possible the use of chemicals should be avoided altogether.</p>	<p>Occupiers should ensure that all staff and contractors consistently review usage of chemicals on site to ensure that the least hazardous chemical available is in use. Wherever possible the use of chemicals should be avoided altogether.</p>
<p>The BL-PMT will report a chemical spill that has created water or land pollution to the EA via their Compliance Team.</p>	<p>Occupiers should report a chemical spill incident if it occurs within their demise or within the common parts/ basebuild areas or reaches a drain at site to the EA and BL-PMT, as appropriate.</p>

WASTE

LEGISLATIVE REQUIREMENTS

Environmental Protection Act 1990 Part 2 Section 33/34 'Duty of Care' Requires persons producing, carrying or having control of waste to take reasonable steps to ensure it is lawfully and safely handled. This involves knowing how and by whom waste is being handled.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT are required to prevent the unauthorised disposal of waste materials where they manage the waste contracts at site.</p> <p>The BL-PMT will ensure that a Waste Transfer Note (WTN) is in place for all waste streams covered under the main contract and that appropriate Carriers' Licences are in place for those collecting. Consignment Notes will be obtained, as required.</p>	<p>Where the Occupier is responsible for the waste contract or any separate waste streams not covered under the main building collections, they should ensure that the waste is stored and transported appropriately so that it cannot escape; that the contractor is authorised to accept the waste they are collecting; that they have a Waste Carriers' Licence and the Occupier should obtain a fully completed Waste Transfer Note (WTN).</p>

HAZARDOUS WASTE

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>If the volume of hazardous waste exceeds 500kgs and is based in Wales, the site should be registered as a hazardous waste producer with Natural Resources Wales.</p>	<p>If the volume of hazardous waste exceeds 500kgs and is based in Wales, the site should be registered as a hazardous waste producer with Natural Resources Wales.</p>
<p>The BL-PMT are required to prevent the unauthorised disposal of waste materials where they manage the waste contracts within the common parts/ basebuild areas at site.</p>	<p>Where the Occupier is responsible for a hazardous waste contract, they should ensure that the waste is not mixed with any other hazardous or non-hazardous waste unless they have a Permit or a Permit Exemption to do so.</p>
<p>The BL-PMT will also ensure that once the waste is collected, that a fully completed Hazardous Waste Consignment Note (HWCN) and Waste Transfer Note (WTN) are obtained and available on request.</p>	<p>The Occupier should also ensure that once the waste is collected, that a fully completed Hazardous Waste Consignment Note (HWCN) and Waste Transfer Note (WTN) are obtained and available on request.</p>

WATER

OIL STORAGE

LEGISLATIVE REQUIREMENTS

Control of Pollution (Oil Storage) (England) Regulations 2001 applies to the bunding requirements to any outdoor, above ground container containing more than 200 litres of oil/ diesel, fuel etc.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
Where BL-PMT has responsibility for oil storage (>200 litres) outside of a building which is not underground, it needs to be stored appropriately e.g. drums/ containers within a bund capable of containing 110% of single containers or 25% of the total volume if more than one container.	Where an Occupier has responsibility for oil storage (>200 litres) outside of a building which is not underground, it needs to be stored appropriately, e.g. drums/ containers within a bund capable of containing 110% of single containers or 25% of the total volume if more than one container.
All fill pipes, valves, filters, site gauge should have automatic cut-off, and vent pipes inside the bund wall which are locked-off when not in use. Also, with drip trays used.	All fill pipes, valves, filters, site gauge should have automatic cut-off, and vent pipes inside the bund wall which are locked-off when not in use. Also, with drip trays used.
If using mobile bowsers, they will satisfy all the requirements of best practice.	If using mobile bowsers, they should satisfy all the requirements of best practice.
Bund integrity checks will be carried out and rainwater emptied on a regular (at least annual) basis.	Bund integrity checks should be carried out and rainwater emptied on a regular (at least annual) basis.

WATER (CONTINUED)

WATER POLLUTION

LEGISLATIVE REQUIREMENTS

Water Industry Act 1991 & Amendments (1999) require a Consent for Discharge of Trade Effluent into public sewer including controlled, accidental or unauthorised. The occupier of any trade premises must apply for the sewerage undertaker's Consent to Discharge trade effluent into a public sewer.

In applying, the applicant must provide details of the: nature or composition of the effluent; maximum quantity to be discharged on any one day; highest rate at which the effluent will be discharged etc. Discharge Consents are available from regional sewerage undertaker e.g. Southern Water, Thames Water, etc.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>If there are any processes that discharge trade effluent to the sewer such as washing cars or cooling water discharged from cooling towers and/or evaporative condensers when drained for maintenance purposes, then a consent to discharge will be obtained by the BL-PMT from the local Water Authority.</p>	<p>If there are any processes that discharge effluent to the sewer such as washing of cars or cooling water discharged from cooling towers and/or evaporative condensers when drained for maintenance purposes then a Consent to Discharge should be obtained by the Occupier.</p>
<p>BL-PMT will report unconsented trade effluent discharges to the Local Water Authority.</p>	<p>Occupiers should report unconsented trade effluent discharges to the Local Water Authority.</p> <p>https://www.legislation.gov.uk/ukpga/1991/56/part/IV/chapter/III/crossheading/consent-for-discharge-of-trade-effluent-into-public-sewer</p>

WATER (CONTINUED)

WATER POLLUTION

LEGISLATIVE REQUIREMENTS

The Water Resources Act 1991 & Amendments make it an offence to cause or knowingly permit any poisonous, noxious or polluting matter or any solid waste to enter any controlled water unless it is subject to a consent, or appropriate discharge authorisation or licence.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT should not discharge liquid effluent, sewage or wastewater into surface waters such as rivers, streams, estuaries, lakes, canals or coastal waters, known as (water discharge activities), nor into the ground (groundwater activities), unless an Environmental Permit has been obtained from the Environment Agency (EA).</p>	<p>Occupiers should not discharge liquid effluent, sewage or wastewater into surface waters such as rivers, streams, estuaries, lakes, canals or coastal waters, known as (water discharge activities), nor into the ground (groundwater activities), unless an environmental permit has been obtained from the Environment Agency.</p>
<p>The BL-PMT will report water pollution to the EA via their Compliance Team.</p>	<p>The Occupier should report a water pollution incident at site to the EA and BL-PMT, as appropriate at:</p> <p>https://www.gov.uk/guidance/discharges-to-surface-water-and-groundwater-environmental-permits</p>

WATER (CONTINUED)

WATER POLLUTION

LEGISLATIVE REQUIREMENTS

The Water Industry Act 1991, Environmental Protection Act 1990 Duty of Care & Statutory Nuisance, EC Animal By-Products Regulations, Building Act 1984 and Food Safety Act 1990, require business to ensure that fats, oils and grease (FOG) are not discharged into drains or sewers. Allowing FOG to be discharged into public drains is an offence that can be prosecuted.

BRITISH LAND'S RESPONSIBILITIES	OCCUPIER'S RESPONSIBILITIES
<p>The BL-PMT will contact Occupiers on a 6 monthly basis to ensure that cleaning of grease traps is being undertaken at the required frequency and as directed by the Occupier's contractor. Certification will be held on the compliance system.</p>	<p>Any Occupier that discharges fats, oils or grease (FOG) into a common drainage system should have a grease trap fitted.</p>
<p>The BL-PMT will ensure that, where such operations are managed by them, grease traps are fitted accordingly and cleaned regularly at the required frequency.</p>	<p>Occupiers will ensure that, where such operations are managed by them, grease traps are fitted accordingly and cleaned regularly at the required frequency.</p>

