

APPENDIX 1 PRACTICE NOTE 2017 Super Stores (RM Section 6 Part 3 Section 520A)

SUPERSTORES VALUATION AND REFERENCING GUIDE

PHOTOGRAPHS OF ALL FEATURES AND ALL ELEMENTS WHICH ARE VALUE SIGNIFICANT

AUC SFF to be recorded in other additions

This is designed to follow a walk through the superstore starting with entrance and ending in store external areas. There are separate sections at the end covering STILTED STORES and SOLAR PANELS . Any significant departures from the advice in this guide should be approved by NSU/ CCT

Ref No.	Building features commonly found in Superstores	Remarks	AUC 2010	Line Entry % or OA value for 2010	AUC 2017	Line Entry % or OA value for 2017
1	WIND LOBBIES					
1.1	Wind Lobbies / Entrance Enclosures. These are structures outside of but attached to main building envelope					
1.2	Without Doors	Record on survey sheet	No entry		No entry	
1.3	With doors less than 100m² external floor finish eg tarmac brick paving	Overwrite description Wind Lobby apply line adjustment QAL 25%	REC	25%	REC	25%
1.4	With doors less than 100m² internal floor finish	Overwrite Description Wind Lobby	REC	100%	REC	100%
1.5	With doors in excess of 100m² floor finish does not affect value	Overwrite Wind Lobby	REC	100%	REC	100%
2	GROUND FLOOR MAIN BUILDING ENVELOPE					
2.1	Main Building Envelope - Ground Floor Includes retail area, café, storage, offices, staff facilities, plant rooms, regardless of whether access internal or external, cage marshalling where contained within main building envelope, service yards where fully enclosed within main building envelope	Each floor has separate line entry	TFA	100%	TFA	100%

3	EXTERNALLY ACCESSED AREA WITHIN MAIN BUILDING ENVELOPE					
3.1	This does Not include Roof Plant see ref no 8	Separate Line entry	TFA	100%	TFA	100%

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4	UPPER FLOORS NON RETAIL MAIN BUILDING ENVELOPE					
4.1	Upper Non Retail Area Will include Offices and staff facilities Plant rooms which have internal staircase access	Each floor has separate line entry Plant Rooms should have separate line entry AUC TFA	TFA	100%	TFA	100%
5	UPPER FLOORS RETAIL MAIN BUILDING ENVELOPE					
	Will include all retail and storage areas and public cafes on retail floors which are not stand alone cafes or fully enclosed cafes. The value is dependent upon means of public access to the floor see ref no 5.1 -5.3	For fully enclosed cafes, standalone cafes and cafes on otherwise non retail upper floors see ref no 6				
5.1	Upper floor retail area with travellerator and lift access	Include area of travellerator at upper level if within floor plate exclude area if abuts floor plate	SFF recorded in other additions	£100 (but can be up to £120 depending on quality of host and size of upper floor)	Floor Level M1 AUC = RAO	25% (but can be up to 30% depending on quality of host and size of upper floor)
5.2	Upper floor retail area with escalator and lift access	Include area of escalator at upper level if within floor plate exclude area if abuts floor plate	SFF recorded in other additions	£90	Floor Level M1 AUC = RAO	22.5%

5.3	Upper floor retail area with stair lift access		SFF	£80	Floor Level M1 RAO	20.0%
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Ref No.	Building features commonly found in Superstores	Remarks	AUC 2010	Line Entry % or OA value for 2010	AUC 2017	Line Entry % or OA value for 2017
6	CAFES UPPER FLOORS MAIN BUILDING ENVELOPE					
6.1	Main Building envelope cafes on upper retail floors which are not stand alone cafes or fully enclosed cafes	Include in area of upper retail floor and value according to means of public access see Ref No 5				
6.2	Main Building Envelope Upper Floors Fully Enclosed Cafes – these can be standalone or part of upper floor. They do not have open balconies	These to be recorded as separate line entry	RES	100%	RES	100%
6.3	Main Building Envelope Upper Floors Stand Alone Café Not Fully Enclosed	Separate line entry Accessed by escalator Accessed by lift or stairs	SFF SFF	£90 £70	RES RES	40% 40%
6.4	Main Building Envelope café not fully enclosed but part of otherwise non retail floor	If café less than 50% of total area of floor value at 100% main space If café greater than 50% of area of floor value at stand-alone not fully enclosed rate Escalator Access Stairs Lift Access	SFF SFF SFF	100% £90 £80	RES RES RES	40% 22.5% 20%
7	MEZZANINE STORAGE FLOORS WITHIN WAREHOUSE.	These are not part of mezzanine sales floors				

7.1	Open fronted mezzanine storage within warehouse Concrete floor - with lift and/ or stairs access.	Record on Survey Sheet as separate item. Overwrite description as CONC MEZZ. Make QAL line adjustment to 25%	Floor = M1 AUC = SPU	25%	Floor = M1 AUC = SPU	25%
7.2	Timber or metal sheet mezzanine floor within warehouse - with Lift and/ or stairs access. Invariably above main warehouse	Record on Survey Sheet as separate item.	Floor = M1 AUC=ASI	10%	Floor = M1 AUC=ASI	10%

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8	PLANT ROOMS					
8.1	Upper level plant with direct internal access concrete or steel stair (not ladder)	Separate Line entry overwrite as Plant	TFA	100%	TFA	100%
8.2	Upper level plant with direct external access Concrete or steel stair not ladder access	Separate Line entry overwrite as plant	TFA	100%	PLT	25%
8.3	Upper Level Plant with NO direct internal or external access For example ladder access /accessed across the roof	Record on survey sheet	No Entry	No Entry	No Entry	No Entry
8.4	Plant Pods in Service Yard Not in Nature of Building	Record on survey sheet	No Entry	No Entry	No Entry	No Entry
9	CAGE MARSHALLING NOT CONTAINED IN MAIN BUILDING ENVELOPE					
9.1	Typically translucent walls on steel frame with metal roof often connected to the loading bay (often found n Tesco) Also known as Peak Delivery Cage (PDC)	Record on survey sheet as separate item overwrite cage marshallng. Quality adjustment required 25% and for poorest examples 10%	COV	25%	COV	25%
10	SERVICE YARDS					

10.1	Fully enclosed service yard within main building envelope	Record on survey sheet as separate item overwrite covered service yard. Value dependent on doors utilisation for storage, layout and adequate yard within curtilage of property. For central London and centre of other large urban areas where built within main building envelope record as separate line AUC TFA. Where fully enclosed service yard not within property in urban centre AUC WHS value 25-75%.	London and large urban centres AUC = TFA Other locations AUC = WHS	100% 25%- 75%	London and large urban centres AUC = TFA Other locations AUC = WHS	100% 25%- 75%
10.2	Open Service Yards	Record as Separate entry	No Entry	No Entry	No Entry	No Entry

Ref No.	Building features commonly found in Superstores	Remarks	AUC 2010	Line Entry % or OA value for 2010	AUC 2017	Line Entry % or OA value for 2017
11	LOADING BANKS					
11.1	Enclosed on three sides with raised loading dock	Record on survey sheet as separate item	BAY	15%	BAY	15%
11.2	Internet Transit van delivery canopies /bays with or without raised platform	No need to measure but record number of bays. Overwrite as DOT.COM BAY. The bay should be recorded in 'other additions'	BAY Recorded in Other Additions	£300 per bay	BAY Recorded in Other Additions	£300 per bay
12	CANOPIES					
12.1	Large canopies oversized from the norm – not a common feature	Photograph and record on sheet as separate item	CNP	20%	CNP	20%
12.2	Canopies including loading access roof overhang walkways	Do not include on survey sheet	No Entry	No Entry	No Entry	No Entry

13	CLICK AND COLLECT					
13.1	Click and Collect Units - in nature of building.	Situation in car park away from main envelope. Building to be photographed and recorded on Survey Sheet as separate item. Overwrite Click and Collect Adjoining Canopy record on survey sheet only, not included in GIA.	TFA	If in nature of Building: 50% If in nature of canopy 10%	TFA	If in nature of Building: 50% If in nature of canopy 10%
13.2	Click and Collect Bays (no associated building).	Remote from main building, under canopy or on ground floor of decked car park. Some form of electronic call/ intercom will be present. Overwrite as CLICK AND COLLECT BAY.	Other Additions BAY	£300 per Bay	Other Additions BAY	£300 per Bay

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14	STILTED STORES	These are defined as stores being supported on stilts with parking on the ground floor and the main sales floor being elevated over and accessed by travelators. Normal survey requirements apply.	Allowance of -5% given as survey line adjustment		Survey Unit Adjustment applicable. Up to £150/m ² no allowance £150 - £175/m ² - 2.5% £175/m ² -5%	
14.1	Ground floor Circulation Area - access from Car Park to travelator/ lift/ stairs.	Photograph and record on Survey Sheet as separate item. Not valued.	No entry	No entry	No entry	No entry

14.2	Ground floor Non Circulation Areas.	To include such areas as offices, toilets, staff, stores and (non 'let out') retail areas. Photograph and record on Survey Sheet. Record in RSA as ground floor.	TFA	100%	TFA	100%
14.4	First Floor travelator void.	"Cut out" area for travelator at main store level to be ignored and not included in GIA. Gross area of travelator 'void' space to be recorded on the survey.	No entry	No entry	No entry	No entry
14.5	First Floor circulation space adjoining the travelator.	To be included in the GIA for the main store floor and record in RSA as first floor.	TFA	100%	TFA	100%
14.6	Plant/ Stores in the lower ground/ car park area under the store but internally accessed.	Photograph and record on Survey Sheet as separate item. Overwrite with appropriate description.	TFA	100%	TFA	100%
14.7	Plant/ Stores in the lower ground/ car park area under the store but externally accessed.	Photograph and record on Survey Sheet as separate item. Overwrite with appropriate description.	ASO	25%	ASO	25%

2017 Rating List Instructions for Data capture and valuation of solar panels where electricity is consumed by the host store

Record the number of panels, date commissioned, and total capacity in kW. Where it is not possible to obtain the kW capacity of the installation. Apply the appropriate cost per kW and record under P&M section of host store valuation the appropriate decap should then be applied. Where the capacity is less than 50kW the installation is exempt for the life of the list in which it was commissioned. In such cases details of the installation should be recorded but no value applied