

Commercial Properties Committee

Practice Note 10 Valuation of Remote ATM Sites

1.0 Introduction

A remote Automated Telling Machine (ATM) site is defined for the purposes of this Practice Note as the location of an ATM at a place or premises which is not a bank or building society.

The valuation roll description should be "ATM Site".

Valuers should ensure that the ATM site does not meet the criteria of Section 8C of the Valuation and Rating (Scotland) Act 1956, as inserted by the Local Government in Scotland Act 2003 which provides rate relief for certain lands and heritages situated in a rural settlement. If it does, the ATM site is exempt from entry in the valuation roll.

2.0 Basis of Valuation

These sites are valued on the comparative principle following an analysis of the available rental information. Each ATM site entered in the valuation roll should be valued by application of the matrix detailed at 5.0.

3.0 Subject of Valuation

The subject of valuation is the site of the ATM. The ATM itself is not named in the Valuation for Rating (Plant and Machinery) (Scotland) Regulations 2000 and as such is not rateable.

The ATM may be installed in a secure room. In such circumstances the ATM will be bolted to the floor, either directly or on a supporting pad, and the display screen will be fitted through an external or internal wall. ATMs may also be contained within freestanding pods in fast food outlet car parks or attached to a telephone booth in a High Street location. The recommended values include any separate enclosure in which the ATM is located.

The text above is not intended to be an exhaustive description of all ATM sites however the valuation matrix should be applied to all remote ATM sites liable for entry in the valuation roll.

The sites of freestanding ATMs which are situated entirely within a department store, local convenience store or similar and can only be accessed during the normal opening hours of the host property are considered not to be capable of separate assessment.

4.0 Survey and Measurement

The secure room or ATM site should be measured to Gross External Area. The area determined is included in the value assessed by application of the matrix. If appropriate, the area of the ATM site or secure room should be deducted from the area of the subject in which the ATM is located.

5.0 Valuation Matrix

TRANSACTION BAND	NUMBER OF TRANSACTIONS	2017 NET ANNUAL VALUE
A	0 – 2,499	£250
B	2,500 – 4,999	£675
C	5,000 – 9,999	£1,200
D	10,000 – 14,999	£1,750
E	15,000 – 24,999	£2,800
F	25,000 – 49,999	£4,875
G	50,000 – 74,999	£8,125
H	75,000 – 99,999	£11,375
I	100,000 – 149,999	£16,250
J	150,000 – 199,999	£17,500
K	200,000 – 249,999	£22,500
L	250,000 – 299,999	£27,500
M	≥ 300,000	£31,250

5.1 Application of the Matrix

The major financial institutions offer ATM facilities to their customers free of charge. Values should be applied to each site having regard to the number of cash transactions carried out to 31 March in the years 2014 and 2015 but taking into account any discernible trends in previous years.

Pay-to-use ATMs are often placed in locations which are not viable for free-to-use ATMs. As a higher licence fee is paid for pay-to-use ATMs and the transaction numbers are generally lower, the NAV should be calculated by multiplying the transaction numbers by three and applying the matrix accordingly.

The valuation bands are drawn sufficiently widely such that they will accommodate transaction fluctuations resulting from the vast majority of material changes of circumstance. There is an expectation that most changes of circumstance which occur will not result in a change in Net Annual Value. In particular a change of operator e.g. from a non fee charging operator to a pay to use operator is not considered to be a material change of circumstances.

For the avoidance of doubt, the valuation matrix is not to be interpolated.

5.2 Exceptional Cases

Whilst an NAV of £31,250 is expected to provide a ceiling value for the bulk of high transaction sites, there are a few exceptional locations where the total annual transactions for a single ATM site exceed 350,000. In these situations, it is understood that rents achieved are fixed at a level in excess of that used in determining the highest band of the matrix. In such circumstances valuers should be guided by the available rental evidence.

5.3 Multiple ATM Sites in Different Occupation

Where two or more ATMs are sited at one location but occupied by different operators, separate entries should be made in the Valuation Roll. The total annual cash transactions of the ATMs should be determined as a gauge of the hypothetically achievable transaction numbers for that location. As a consequence of brand loyalty or other factors, there may be situations where there are wide differences between the transaction levels of neighbouring ATMs. In those instances the total transaction numbers which the location could reasonably be expected to maintain should be divided equally between all the ATMs at the site and the matrix applied equally resulting in the same rateable value for each entry.

There may be circumstances, however, where an ATM site suffers from some specific locational disability when compared to others at the same facility. In such cases regard should be had to the actual number of cash transactions achieved by the ATM site that experiences the disability.

5.4 Multiple ATM Sites in the Same Occupation

Where a number of ATMs in the same occupation are situated at the same location and a single entry in the Valuation Roll is appropriate then the total NAV will be the matrix valuation for the total transactions for the site irrespective of the number of ATMs at that location. A subsequent change in the number of machines will not constitute a material change of circumstances.