

Agency League Table Methodology

1. Availability Figures

Only properties currently available for occupation are included.

Calculation of availability figures for each agent is based on the following:

Date Range: The report calculates figures from records shown as currently available on SPN.

Status: Only Available properties or properties Under Offer are included. Properties currently under construction are included but proposed properties not yet under construction will be excluded.

Property Type: Office units only.

Size: Units in excess of 500 sq. ft. only. Only the maximum square footage specified is taken into consideration.

Location: The Glasgow and Edinburgh market areas will be defined by postcode. The postcodes defining the towns/areas will be displayed on the report.

Methodology: For all agents the following measures are calculated:

Total Available Sq. Ft. and Number of Instructions:

The volume of instructions (sq. ft. and number of units) per agent will differ from the actual physical amount of space on the market. This is because some properties have more than one disposing agent. For instance, if two joint agents are appointed to market 1,000 sq. ft., each is attributed the whole instruction (i.e. 1,000 sq. ft. and 1 whole instruction). Total sq. ft. is calculated based on maximum available space per unit.

Number of instructions (units) relates to availability within a building by each instruction. This may be floor specific or a total building.

Average Square Footage (Sq. Ft.) Size Available:

The average for each agent is found by computing the total sq. ft. of all their available records and dividing it by the corresponding number of records.

Proportion Under Offer (%)

Number of records that are *wholly* under offer against all instructions. Note that, while some available totals will include part "under offers", floors etc, for simplicity of calculation, their effect has been ignored in this analysis.

Market Share Available (Sq. Ft. %)

Market share is calculated for each agent by dividing their total space by the sum of all agents' total sq. ft.

Market Share Available (Number of Units %)

Market share is calculated for each agent by dividing their total number of units by the sum of all agents' total number of units.

2. Deals Figures

All lettings or sales transactions for occupation recorded on the SPN database are included. These are defined as deals with the 'deal date' in the time period specified for the report. Only office deals are taken into account.

Calculation of deals figures for each agent is based on the following:

Date Range: The report calculates figures from records on SPN during the preceding 12 months.

Status: All lettings or sales for occupation are included where the agent acted in the disposal for the lessor or seller. Deals in which the agent acted for the prospective occupier are not reflected in the agency tables.

Property Type: Office units only, including properties currently under construction and pre-lets for occupation.

Size: Units in excess of 500 sq. ft. only. Only the maximum square footage specified is taken into consideration. Where no size is specified the deal is excluded.

Location: The Glasgow and Edinburgh market areas will be defined by postcode. The postcodes defining the towns/areas will be displayed on the report.

Methodology: For all agents the following measures will be calculated:

Total Square Feet (Sq. Ft.) and Number of Instructions:

The volume of lettings and sales (sq. ft. and number of units) per agent will differ from comparable take-up statistics. This is because a deal can have more than one disposing agent. Therefore, in the event of a joint agency letting, both are attributed the entire transaction.

Total sq. ft. is calculated based on maximum available space per unit.

Number of instructions corresponds to the number of Deal Events recorded.

Average Square Feet (Sq. Ft.) Size:

The average for each agent is found by computing the total of sq. ft. of all their deals and dividing it by the corresponding number of records.

Deals Market Share (Sq. Ft. %)

Market share is calculated for each agent by dividing their total space let or sold by the sum of all agents' total sq. ft.

Deals Market Share (Number of Units %)

Market share is calculated for each agent by dividing their total number of units by the sum of all agents' total number of units.