



Appendix 5:

**Office Need Assessment:
Scoring Criteria**

Market Attractiveness

Accessibility to Motorway/Strategic Road

	1	2	3	4
	Weak	Fair	Strong	Very Strong
Ease of access to the motorway / strategic road network.	Located more than 3 miles from strategic/ major arterial routes.	Located within 2 miles of strategic or major arterial routes.	Located within 1 mile of a strategic or major arterial route.	Immediately adjacent to a strategic/ major arterial routes.

Business Image

	1	2	3	4
	Weak	Fair	Strong	Very Strong
Availability/ Marketing/ Adjoining land uses/ Road frontage visibility	Site undeveloped for more than 10 years. No marketing or enquiry interest. Bad neighbour uses, (noise/ air quality etc). Located away from main or strategic routes, not visible from road frontage.	Site undeveloped for 6-10 years. Little or no marketing. Located on local road, with some visibility to the public highway.	Site undeveloped for 2-5 years. Some marketing through Agency and Council. Located on main road, with visible site frontage.	Site undeveloped for less than 2 years. Intensive marketing through agents and Council. Open countryside or complimentary uses which would not impact upon office use, such as housing. Highly visible site frontage.



- Site Development Constraints

	1	2	3	4
	Weak	Fair	Strong	Very Strong
Environmental/Contamination/Flood risk/Access/Ownership/Pressure for alternative uses.	Known major site constraints such as topography, landscape, flooding, contamination, difficulties in servicing. Multiple ownerships with poor site access and pressure for non-office development.	A large number of constraints on site, which maybe difficult to overcome or will impact upon level of development. Various ownerships and real pressure for majority of site for alternative land uses.	Some constraints identified, but surmountable through design and conditions. Limited number of ownerships across site and good access. Some pressure for other land uses but office sought.	No known constraints, main services readily available. Single or developer ownership with excellent site access and identified for office development.

Strategic Planning and Sustainability

- Accessibility to Public Transport

	1	2	3	4
	Weak	Fair	Strong	Very Strong
Ease of access to the public transport interchange.	Inaccessible by public transport.	Located on a strategic bus corridor.	Located within 1 km walking distance of either bus or rail interchange.	Located within 500m of a public transport interchange bus and/or rail.

- Enhancement of the Environment

	1	2	3	4
	Weak	Fair	Strong	Very Strong
Land type and potential to enhance environmental quality.	Predominantly Greenfield Attractive greenfield or town centre site, no improvements required.	Less than 50% brownfield Some improvements required enhance existing offer and be sympathetic to surrounding land uses.	More than 50% brownfield Derelict site which requires upgrading as detracts from surrounding land uses.	Predominantly brownfield Derelict site in key urban/visible location in urgent need of regeneration.

- Regeneration and Economic Development

	1	2	3	4
	Weak	Fair	Strong	Very Strong
Sequential location ¹	Located outside of the urban area.	Out of centre, but within the urban area and well served by public transport.	Located within existing Town Centre for Tier 2 ² / Key Service Centre ³ location.	Located within existing Town Centre for Tier 1 ⁴ / Regional City ⁵ location.
Potential to address area of deprivation ⁶	Located within an area of high economic activity (72-77%). Ranked within the most affluent wards (75%) for multiple deprivation indices.	Located within an area of good economic activity (67-72%). Ranked within an affluent ward (50%) for multiple deprivation indices.	Located within an area of low economic activity (58-67%). Ranked within the 10-20% of deprived wards for multiple deprivation.	Located within an area of low economic activity (53-58%). Ranked within the 5% most deprived wards for multiple deprivation.

¹ Hybrid of PPS6 criteria, emerging RSS January 2006 and Adopted Structure Plan Policy SP17 – Location of office development

² Policy SP16 - Leyland and Chorley towns

³ Draft RSS – Leyland and Chorley towns

⁴ Policy SP16 - Preston

⁵ Draft RSS – Preston City

⁶ Data used from the GVA Grimley report “Core Central Lancashire City Region – Sub-Regional Strategy. November 2005 (Figures 3: economic activity and Figure 14. Index of Multiple Deprivation).

Qualitative Assessment Scores

Headline Qualitative Appraisal Criterion		Section Score	Overall Score
Market Attractiveness			
Accessibility to motorway/strategic road			
Business Image			
Site Development Constraints			
Strategic Planning and Sustainability			
Accessibility to Public Transport			
Enhancement of the Environment			
Regeneration and Economic Development	Sequential Location		
	Potential to address deprivation		

Appendix 6

Allocating Sectors to Employment Land Use Classes

To translate employment forecasts into land use requirements it is necessary to make assumptions about the following:

- Which sectors will require what kinds of accommodation;
- How much of the employment will require accommodation at all.

Which sectors will require what kinds of accommodation

The answer to this question may seem obvious – for example, manufacturing will require B2 space; however experience has shown that many operations coded to manufacturing by the ONS turn out to be office-based head offices or local offices. This is truer in London than in the provincial locations, but it is a factor in all local economies.

This issue applies to all sectors to some extent, such that when we think of utilities, although we may think first of power stations and water works, in fact many of the employees are based in local or regional offices, in contact or service centres, or in transport depots.

We need also to bear in mind that we are only concerned with employment change in our modelling – the impacts of future growth or decline in sectors on the demand for employment related floorspace. In this sense, the current distribution of land uses occupied by sectors is an artefact of historic trends, and of limited value.

Regrettably, little robust research has been done on this subject, as acknowledged in the Employment Land Reviews Guidance Note (ODPM, December 2004) and most of the studies carried out have taken a very broad view of sectoral differences in floorspace needs.

To address this issue we have developed a matrix which forms a sector:land use class allocation table (final page of this Annex). This matrix was first developed in association with Bucks County Council about five years ago. The matrix covers all use classes, but the relevant aspects for this study are the B1 and A2 columns and the final column, discussed further below.

The matrix was developed from QESR's detailed knowledge of employment development and sectoral patterns in a new town setting, where 100% annual censuses of employment enabled a clear view of the kinds of sector using various types of accommodation. Although new towns are a special case, they are a relevant special case, as they reflect new, as opposed to historic development patterns and trends. Studies such as the Use of Business Space in the South East (Roger Tym, 1998) were also consulted.

The matrix was modified to try and take account of local circumstances in Buckinghamshire, and the south east, and we have further modified this to reflect circumstances in the central Lancashire sub-region. Thus, the proportion of financial and business services sectors allocated to A2 has been pruned back significantly to reflect the fact that this type of space accounts for only 8% of stock locally, and has changed little in volume over the last five years for which data has been available.

How much of the employment will require accommodation at all

There is a tendency to assume that all employment growth will require employment floorspace but this is patently not the case. The rise of home-based businesses over the last few years is a well documented trend, and although self-employment may have been rising most quickly in London and the south east, there have been significant upward trends nationally.

Furthermore, some businesses require land rather than premises, as such, and many workers, while not strictly home-based businesses, are employed service engineers, or sales representatives, who are car- or van-based, and require no employment-related floorspace at all. Increasingly, too, although at a relatively slow rate so far, employers are allowing or encouraging workers to become home-based 'office' workers, with no office desk, or a shared 'hot desk'; however a number of recent studies have failed to show much impact from this trend on accommodation requirements, as yet.

The Sector: Land-use Matrix

The matrix overleaf lists the industrial sectors used by Cambridge Econometrics in their employment forecasts. Columns 2 through 6 specify the percentage of any employment change in the model that will be applied to each of the main employment-related land-use categories (leisure, schools, hotels etc have been grouped into one 'other' category).

The sum of these percentages is sometimes 100%, but usually less, to take account of sectors, or parts of sectors, that do not need separate premises, including farms, home-based working, some construction workers, service engineers etc.

This matrix was submitted to the Steering group in May, and agreed at a subsequent meeting

2006 Central Lancashire: Sector: Land Use Assumptions

LEFM Sectors	Land-use Classes							
	A1	A2	A3	B1	B2	B8	Other	Total
Agriculture	0%	0%	0%	0%	0%	20%	0%	20%
Coal etc	0%	0%	0%	25%	0%	75%	0%	100%
Oil & Gas	0%	0%	0%	25%	0%	75%	0%	100%
Other Mining	0%	0%	0%	25%	0%	25%	0%	50%
Manufacturing								
Food	0%	0%	0%	10%	60%	30%	0%	100%
Drink	0%	0%	0%	10%	60%	30%	0%	100%
Tobacco	0%	0%	0%	10%	60%	30%	0%	100%
Textiles	0%	0%	0%	10%	80%	10%	0%	100%
Clothing & Leather	0%	0%	0%	10%	80%	10%	0%	100%
Wood & Wood Products	0%	0%	0%	10%	80%	10%	0%	100%
Paper, Printing & Publishing	0%	0%	0%	50%	40%	10%	0%	100%
Manufactured Fuels	0%	0%	0%	10%	80%	10%	0%	100%
Pharmaceuticals	0%	0%	0%	60%	30%	10%	0%	100%
Chemicals nes	0%	0%	0%	10%	80%	10%	0%	100%
Rubber & Plastics	0%	0%	0%	10%	80%	10%	0%	100%
Non-Metalic Mineral Products	0%	0%	0%	10%	80%	10%	0%	100%
Basic Metals	0%	0%	0%	10%	80%	10%	0%	100%
Metal Goods	0%	0%	0%	10%	80%	10%	0%	100%
Mechanical Engineering	0%	0%	0%	10%	80%	10%	0%	100%
Electronics	0%	0%	0%	60%	30%	10%	0%	100%
Electrical Engineering	0%	0%	0%	40%	50%	10%	0%	100%
Instruments	0%	0%	0%	60%	30%	10%	0%	100%
Motor Vehicles	0%	0%	0%	10%	80%	10%	0%	100%
Aerospace	0%	0%	0%	10%	80%	10%	0%	100%
Other Transport Equipment	0%	0%	0%	10%	80%	10%	0%	100%
Manufacturing nes & Recycling	0%	0%	0%	10%	80%	10%	0%	100%
Electricity	0%	0%	0%	20%	0%	0%	0%	20%
Gas Supply	0%	0%	0%	20%	0%	0%	0%	20%
Water Supply	0%	0%	0%	20%	0%	0%	0%	20%
Construction	0%	0%	0%	10%	0%	10%	0%	20%
Services								
Retailing	80%	0%	0%	10%	0%	10%	0%	100%
Distribution nes	0%	0%	0%	10%	0%	90%	0%	100%
Hotels & Catering	0%	0%	80%	0%	0%	0%	20%	100%
Rail Transport	0%	0%	0%	20%	0%	20%	0%	40%
Other Land Transport	0%	0%	0%	10%	10%	20%	0%	40%
Water Transport	0%	0%	0%	20%	0%	0%	0%	20%
Air Transport	0%	0%	0%	20%	0%	0%	0%	20%
Other Transport Services	0%	40%	0%	20%	0%	0%	0%	60%
Communications	0%	10%	0%	70%	0%	0%	0%	80%
Banking & Finance	0%	15%	0%	80%	0%	0%	0%	95%
Insurance	0%	10%	0%	85%	0%	0%	0%	95%
Professional Services	0%	10%	0%	85%	0%	0%	0%	95%
Computing Services	0%	0%	0%	80%	0%	0%	0%	80%
Other Business Services	0%	10%	0%	75%	5%	0%	0%	90%
Public Administration & Defence	0%	5%	0%	50%	5%	10%	20%	90%
Education	0%	5%	0%	10%	5%	5%	75%	100%
Health & Social Work	0%	5%	0%	25%	5%	5%	40%	80%
Waste Treatment	0%	0%	0%	20%	0%	10%	40%	70%
Other Service Activities	50%	0%	0%	50%	0%	0%	0%	100%