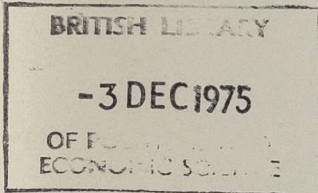


**PA399.8**

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**1972**



# Business Monitor

A publication of the Government Statistical Service

## Report on the Census of Production

### Miscellaneous metal manufacture



**HMSO**

Department of Industry  
Business Statistics Office



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Commencing with the 1971 Census, the Census of Production reports are being numbered in a uniform series embracing all industrial inquiries in the Business Monitor series. These Business Monitors have a code P (for production) followed first by A (indicating that it is an annual series) or Q (quarterly) or M (monthly); and then by a number indicating the minimum list heading, or sub-division of a minimum list heading, of the Standard Industrial Classification (revised 1968).

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**PA399.8**

**Business Monitor**

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**Report on the  
Census of Production  
1972**

**Miscellaneous metal  
manufacture**

Presented by the Secretary of State for Industry  
to Parliament in pursuance of the Statistics of Trade Act 1947  
(10 & 11 Geo.6 Cha.39 sec 7)

**Department of Industry  
Business Statistics Office**

**London: Her Majesty's Stationery Office 1975**



List of Industry Reports, etc.

- PA1001 Introductory notes
- PA101 Coal mining
- PA102 Stone and slate quarrying and mining
- PA103 Chalk, clay, sand and gravel extraction
- PA104 Petroleum and natural gas
- PA109 Miscellaneous mining and quarrying
- PA211 Grain milling
- PA212 Bread and flour confectionery
- PA213 Biscuits
- PA214 Bacon curing, meat and fish products
- PA215 Milk and milk products
- PA216 Sugar
- PA217 Cocoa, chocolate and sugar confectionery
- PA218 Fruit and vegetable products
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- PA221 Vegetable and animal oils and fats
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- PA229.2 Starch and miscellaneous foods
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- PA232 Soft drinks
- PA239.1 Spirit distilling and compounding
- PA239.2 British wines, cider and perry
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- PA261 Coke ovens and manufactured fuel
- PA262 Mineral oil refining
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- PA271.3 Miscellaneous chemicals
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- PA273 Toilet preparations
- PA274 Paint
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- PA276 Synthetic resins and plastics materials and synthetic rubber
- PA277 Dyestuffs and pigments
- PA278 Fertilizers
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- PA311 Iron and steel (general)
- PA312 Steel tubes
- PA313 Iron castings, etc.
- PA321 Aluminium and aluminium alloys
- PA322 Copper, brass and other copper alloys
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- PA331 Agricultural machinery (except tractors)
- PA332 Metal-working machine tools
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- PA337 Mechanical handling equipment
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- PA339.2 Printing, bookbinding and paper goods machinery
- PA339.3 Refrigerating machinery, space heating, ventilating and air-conditioning equipment
- PA339.7 Food and drink processing machinery and packaging and bottling machinery
- PA339.9 Miscellaneous (non-electrical) machinery Scales and weighing machinery and portable power tools
- PA341 Industrial (including process) plant and steelwork Process plant engineering contractors
- PA342 Ordnance and small arms
- PA349.1 Ball and roller bearings
- PA349.2 Precision chains and other mechanical engineering
- PA351 Photographic and document copying equipment
- PA352 Watches and clocks
- PA353 Surgical instruments and appliances
- PA354 Scientific and industrial instruments and systems
- PA361 Electrical machinery
- PA362 Insulated wires and cables
- PA363 Telegraph and telephone apparatus and equipment
- PA364 Radio and electronic components
- PA365 Gramophone records and tape recordings Broadcast receiving and sound reproducing equipment
- PA366 Electronic computers
- PA367 Radio, radar and electronic capital goods
- PA368 Electrical appliances primarily for domestic use
- PA369 Electrical equipment for motor vehicles, cycles and aircraft Primary and secondary batteries Electric lamps, electric light fittings, wiring accessories, etc.
- PA370 Shipbuilding and marine engineering
- PA380 Wheeled tractor manufacturing
- PA381 Motor vehicle manufacturing Trailers, caravans and freight containers
- PA382 Motor cycle, tricycle and pedal cycle manufacturing
- PA383 Aerospace equipment, manufacturing and repairing
- PA384 Locomotives, railway track equipment, railway carriages, wagons and trams
- PA390 Engineers' small tools and gauges
- PA391 Hand tools and implements
- PA392 Cutlery, spoons, forks and plated tableware, etc.
- PA393 Bolts, nuts, screws, rivets, etc.
- PA394 Wire and wire manufactures
- PA395 Cans and metal boxes
- PA396 Jewellery and precious metals
- PA399.1 Metal furniture
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- PA399.6 Metal hollow-ware
- PA399.8 Miscellaneous metal manufacture
- PA411 Production of man-made fibres
- PA412 Spinning and doubling on the cotton and flax systems
- PA413 Weaving of cotton, linen and man-made fibres
- PA414 Woollen and worsted
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- PA422.1 Household textiles and handkerchiefs
- PA422.2 Canvas goods and sacks and other made-up textiles
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- PA429.1 Asbestos
- PA429.2 Miscellaneous textiles
- PA431 Leather (tanning and dressing) and fellmongery
- PA432 Leather goods
- PA433 Fur
- PA441 Weatherproof outerwear
- PA442 Men's and boys' tailored outerwear
- PA443 Women's and girls' tailored outerwear
- PA444 Overalls and men's shirts, underwear, etc.
- PA445 Dresses, lingerie, infants' wear, etc.
- PA446 Hats, caps and millinery
- PA449.1 Corsets and miscellaneous dress industries
- PA449.2 Gloves
- PA450 Footwear
- PA461.1 Refractory goods
- PA461.2 Building bricks and non-refractory goods
- PA462 Pottery
- PA463 Glass
- PA464 Cement
- PA469.1 Abrasives
- PA469.2 Miscellaneous building materials and mineral products
- PA471 Timber
- PA472 Furniture and upholstery
- PA473 Bedding, etc.
- PA474 Shop and office fittings
- PA475 Wooden containers and baskets
- PA479 Miscellaneous wood and cork manufactures
- PA481 Paper and board
- PA482.1 Cardboard boxes, cartons and fibre-board packing cases
- PA482.2 Packaging products of paper and associated materials
- PA483 Manufactured stationery
- PA484.1 Wallcovering
- PA484.2 Miscellaneous manufactures of paper and board
- PA485 Printing and publishing of newspapers and periodicals
- PA489 General printing, publishing, etc.
- PA491 Rubber
- PA492 Linoleum, plastics floor-covering, leathercloth, etc.
- PA493 Brushes and brooms
- PA494.1 Toys, games and children's carriages
- PA494.3 Sports equipment
- PA495 Miscellaneous stationers' goods
- PA496 Plastics products
- PA499.1 Musical instruments
- PA499.2 Miscellaneous manufacturing industries
- PA601 Gas
- PA602 Electricity
- PA603 Water supply
- PA1002 Summary tables

The information in this report relates to establishments classified to the Miscellaneous metal manufacture industry, minimum list headings 399.2/3/4/8/9/10/11 and 12 in the Standard Industrial Classification (revised 1968). The activities of the industry include:-

*Manufacturing metal windows and door frames; safes, locks, latches, keys, etc.; spiral and flat (including laminated) springs for all purposes but excluding vehicle suspension springs and vehicle engine valve springs; needles, pins, fish-hooks and metal small-wares of all kinds for the clothing, fancy leather goods, harness and saddlery etc. trades; domestic gas appliances for cooking, heating, washing, etc. (other than of cast iron) but excluding gas central heating systems, gas-operated refrigerators and gas meters; closures (heavy grade) for drums and closures of metal for bottles, jars, cans and similar containers including crown corks; anchors, grapnels and drags, chains (including non-precision chains for vehicles) and accessories such as shackles, couplings and crane hooks; metal finishing including plating, galvanising, lacquering, enamelling; and sheet metal working in base metals.*

**In interpreting the data in the tables it is essential to bear in mind the notes and definitions which commence on page (iii).**

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TABLE 1

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Input and output, 1970, 1971 and 1972  
All United Kingdom establishments classified to the industry (a)

	Unit	1970	1971	1972
Enterprises	Number	6,766	6,834	6,847
Establishments	"	7,162	7,406	7,343
Sales of goods produced and work done	£'000	1,002,654	1,105,208	1,214,589
Services rendered to other organisations (b)	"	5,779	10,988	9,799
Goods merchanted or factored	"	48,520	55,964	74,024
Canteen takings	"	1,831	1,266	1,397
<b>Total sales and work done</b>	"	<b>1,058,784</b>	<b>1,173,426</b>	<b>1,299,809</b>
Increase during the year, work in progress and goods on hand for sale	"	9,061	6,765	10,976
<b>Gross output</b>	"	<b>1,067,845</b>	<b>1,180,191</b>	<b>1,310,785</b>
Cost of purchases	"	520,657	571,785	649,557
Increase during the year, stocks of materials, stores and fuel	"	6,637	1,879	11,460
Payments to other organisations for work done on materials given out	"	21,219	21,280	26,127
for transport by road	"	11,026	12,832	14,467
for transport by rail, water, air and Post Office parcel services	"	3,061	3,158	3,550
<b>Total costs</b>	"	<b>549,326</b>	<b>607,177</b>	<b>682,242</b>
<b>Net output</b>	"	<b>518,519</b>	<b>573,014</b>	<b>628,543</b>
Total employment (including working proprietors) (c)	Thousands	260.8	256.4	254.7
<b>Net output per head</b>	£	<b>1,988</b>	<b>2,235</b>	<b>2,468</b>

- (a) For 1972, estimates for establishments not making satisfactory returns and for establishments employing less than 25 persons, accounted for 35 per cent of the total figures in which they were incorporated: of this unsatisfactory returns accounted for 15 per cent.
- (b) Amounts charged for hiring out plant, machinery or other goods, for providing transport, or for any technical or other services rendered.
- (c) Average number employed (full and part time; see table 6) during the year (including working proprietors) by the establishment.

TABLE 2

PA399.8 3

Capital expenditure and stocks, 1970, 1971 and 1972  
All United Kingdom establishments classified to the industry (a)

	1970	1971	1972	
Capital expenditure (b)				
New building work	7,277	7,283	7,124	
Land and existing buildings				
Acquisitions	4,008	3,882	6,826	
Disposals	3,119	2,498	2,754	
Plant and machinery				
Acquisitions	27,893	27,126	27,941	
Disposals	1,819	1,459	1,559	
Vehicles				
Acquisitions	7,207	7,817	9,742	
Disposals	2,739	2,819	3,857	
<b>Total net capital expenditure (c)</b>	<b>38,708</b>	<b>39,332</b>	<b>43,462</b>	
Increase in stocks and work in progress, 1970, 1971 and 1972 and value of stocks and work in progress at end of 1972	Increase	Increase	Increase	Value at end of year
Materials, stores and fuel	6,637	1,879	11,460	95,818
Work in progress	3,572	2,580	7,555	63,843
Goods on hand for sale	5,489	4,185	3,421	57,233
<b>Total</b>	<b>15,698</b>	<b>8,644</b>	<b>22,436</b>	<b>216,894</b>

- (a) Including estimates for establishments not making satisfactory returns and for establishments employing less than 25 persons.
- (b) Capital expenditure in respect of manufacturing establishments where production had not commenced before the end of the year, is included.
- (c) Acquisitions less disposals.



TABLE 3

Analysis of establishments by size, 1972

All United Kingdom establishments classified to the industry (a)

Size group (b)	Estab-lish-ments	Enter-prises (c)	Total employment (b)	Employees		Wages and salaries		Wages and salaries per head		Total sales and work done (e)	Gross output	Net output	Net output per head	Capital expenditure (net) (f)	Total stocks and work in progress at end of year
				Operatives	Others (d)	Operatives	Others (d)	Operatives	Others (d)						
	Number	Number	Number	Number	Number	£'000	£'000	£	£	£'000	£'000	£'000	£	£'000	£'000
1-10	3,928	3,879	19,850	78,002	19,717	94,850	35,096	1,216	1,780	502,610	504,877	245,128	2,343	16,616	70,488
11-24	1,929	1,879	32,072												
25-49	536	512	19,533												
50-99	478	459	33,189												
100-199	260	240	34,895	27,498	7,284	33,331	12,399	1,212	1,702	190,013	190,649	86,138	2,468	5,861	29,484
200-299	73	66	18,522	14,229	4,275	16,707	7,084	1,174	1,657	89,843	90,377	45,609	2,462	3,721	16,322
300-399	37	36	13,178	9,704	3,468	11,337	5,682	1,168	1,639	68,314	69,161	35,447	2,690	1,939	13,963
400-499	27	26	11,713	8,421	3,287	11,033	6,034	1,310	1,836	76,035	77,457	30,994	2,646	2,001	14,103
500-749	34	31	19,103	14,306	4,796	18,383	8,254	1,285	1,721	101,350	103,884	49,527	2,593	4,171	19,369
750-999	22	19	21,028	14,859	6,169	18,983	10,035	1,278	1,627	117,152	118,440	54,487	2,591	4,429	24,164
1,000-1,499	10	9	12,034	8,933	3,101	11,888	5,452	1,331	1,758	65,513	66,691	32,279	2,682	2,253	11,625
1,500-1,999	5	4	8,693	6,153	2,540	7,642	4,239	1,242	1,669	37,103	36,925	20,352	2,341	1,023	7,736
2,000 and over	4	4	10,873	7,654	3,219	10,033	5,325	1,311	1,654	51,876	52,324	28,583	2,629	1,449	9,642
<b>Total</b>	<b>7,343</b>	<b>6,847</b>	<b>254,683</b>	<b>189,759</b>	<b>57,856</b>	<b>234,188</b>	<b>99,599</b>	<b>1,234</b>	<b>1,721</b>	<b>1,299,809</b>	<b>1,310,785</b>	<b>628,543</b>	<b>2,468</b>	<b>43,462</b>	<b>216,894</b>

(a) Including estimates for establishments not making satisfactory returns and for establishments employing less than 25 persons.

(b) Average number employed (full and part time; see table 6) during the year (including working proprietors) by the establishment.

(c) Some enterprises control establishments in more than one size group: the sum of the figures for the size groups will therefore exceed the total for the industry.

(d) Administrative, technical and clerical employees.

(e) Including sales of goods merchanted or factored, canteen takings and services rendered to other organisations (amounts charged for hiring out plant, machinery or other goods, for providing transport, or for any technical or other services rendered).

(f) Acquisitions less disposals.



Regional distribution of employment, net capital expenditure and net output, 1972  
All United Kingdom establishments classified to the industry

Area	Average number employed (a)		Net capital expenditure (b)		Net output and employment in the region of establishments with more than 80 per cent of their employment in the region (c)		
	Thousands	per cent of United Kingdom	£'000	per cent of United Kingdom	Estimated net output	Average number employed as a percentage of total average number employed in the industry in the region	Net output as percentage of total of the industry in the United Kingdom
Standard regions of England							
North	6.8	2.7	1,778	4.1	9,061	50.6	1.4
Yorkshire and Humberside	18.3	7.2	2,595	6.0	30,076	62.0	4.8
East Midlands	10.6	4.1	2,084	4.8	15,070	66.4	2.4
East Anglia	2.2	0.9	280	0.6	1,055	17.3	0.2
South East	70.2	27.5	9,369	21.5	107,611	56.3	17.1
South West	8.1	3.2	2,436	5.6	13,673	57.5	2.2
West Midlands	90.1	35.4	14,198	32.7	141,965	67.9	22.6
North West	25.4	10.0	5,900	13.6	40,221	63.3	6.4
England	231.7	91.0	38,640	88.9	358,732	62.0	57.1
Wales	8.8	3.4	2,149	4.9	14,181	59.2	2.2
Scotland	12.9	5.1	2,387	5.5	20,763	65.1	3.3
Great Britain	253.3	99.5	43,176	99.3	393,676	62.1	62.6
Northern Ireland	1.3	0.5	286	0.7	1,510	65.4	0.3
Unallocated (d)	-	-	-	-	233,358	-	37.1
United Kingdom	254.7	100.0	43,462	100.0	628,543		100.0

- (a) Average number employed (full and part time; see table 6) during the year (including working proprietors) by the establishment.
- (b) New building work plus acquisitions less disposals of land and existing buildings, plant and machinery and vehicles.
- (c) Where a census return covered addresses in two or more regions an estimate was made of the net output attributable to the region only where more than 80 per cent of the establishment's employees were located in the region. The estimate was made by assuming that net output at each address covered by a return was proportionate to employment at the address. The establishment's residual net output was included in unallocated net output.
- (d) Includes estimates of net output for establishments not making satisfactory returns and establishments employing less than 25 employees, and unallocated net output of establishments covering addresses in two or more regions.



TABLE 5

Percentage analysis of twelve-month periods covered by returns received from United Kingdom establishments employing 25 or more persons, 1972

Accounting year ended	Percentage of total returns received	Percentage of total number employed
	per cent	per cent
1972 April (a)	2.9	1.8
May	2.3	1.1
June	5.7	3.3
July	5.1	6.6
August	1.9	1.0
September	7.9	7.3
October	3.9	2.4
November	1.5	0.9
December	40.9	46.2
1973 January	2.2	2.2
February	3.0	1.8
March(b)	22.7	25.4
	100.0	100.0

(a) From 6th April

(b) Including returns made for twelve-month period ended 1st to 5th April 1973

TABLE 6

Percentage analysis of employees, by full and part time employment and sex, 1972 (a)  
Miscellaneous metal industries, minimum list heading 399

Sex	Full time	Part time	All employees
	per cent	per cent	per cent
Male	70	1	71
Female	22	7	29
	92	8	100

Source: Department of Employment

(a) The percentages relate to the numbers employed (excluding working proprietors) in the United Kingdom in minimum list heading 399 at mid-June, 1972. In the 1972 Census of Production the employment of the 'Miscellaneous metal manufacture' industry represented 81 per cent of the employment of minimum list heading 399 as a whole.

TABLE 7

Sales of principal products of the industry by establishments employing 25 or more persons, including sales by establishments classified to other industries, 1972

Does not apply

For this industry, the quarterly inquiry into manufacturers' sales did not commence until the first quarter of 1973.



## Notes

These notes give the main information needed for interpreting the figures in the industry reports, (more detailed information about the census is given in a separate booklet—"Introductory Notes", Part PA 1001 of the Report on the Census of Production for 1972).

### GENERAL INFORMATION

#### *Changes made for 1972*

There were only minor changes in the scope of certain industry reports compared with 1971. Any such changes are explained in the introductions to the industry reports concerned or by footnotes to the tables.

#### *Industrial classification*

The Annual Censuses of Production are conducted on the Business Statistics Office's Production Register. Normally establishments on the Register are classified to industries on the basis of major activity in conformity with the Standard Industrial Classification (revised 1968). Generally an establishment is classified to an industry if its sales of the principal products of that industry accounts for a greater proportion of its total sales than its sales of the principal products of any other industry; classification is generally based on an establishment's returns to the quarterly production inquiry. Where this is not possible—for example where a quarterly production inquiry has not been introduced—the classification of an establishment reflects its return to the Census of Production, 1968. Establishments for which information is not available either from the quarterly inquiries or the 1968 Census are classified on the basis of the description of the business given by the establishments to the Business Statistics Office, for instance, in the course of registration.

#### *Coverage*

Detailed census returns were generally sought only from establishments employing on average 25 or more persons, but in some industries where firms employing less than 25 persons account for a relatively high proportion of total employment and output the exemption limit was lowered to 11. Census returns were also sent to establishments whose employment was not known to the Business Statistics Office at the time of dispatch.

### TERMS USED IN THE CENSUS REPORT

#### *Average number employed*

Establishments were required to state the number of persons on the payroll (i.e. whose national insurance cards were held by them) on the average during the year of return, whether full-time or part time employees. Separate figures were required for (a) administrative, technical and clerical employees and (b) all other employees (operatives). Averages could be calculated from figures relating to the last week of each calendar month. Establishments were also required to state the number of working proprietors where appropriate and these are included in total employment figures. Outworkers (i.e. persons employed by establishments who worked in their own homes etc. on materials supplied by the establishments) are excluded.

The figures include persons engaged on merchanting or factoring and canteen workers where particulars in respect of these activities could not be excluded from the return.

#### *Working Proprietors*

These include all persons regarded as "self employed" for national insurance purposes and members of their families who worked in the business without receiving a wage or salary; but such persons who worked less than half the normal number of working hours are excluded. Directors working in the business but not in receipt of a definite wage, salary or commission are included under this heading: directors paid by fee only are not included.

#### *Employees*

Administrative, technical and clerical employees include managing and other directors in receipt of a definite wage, salary or commission, managers, superintendents and works foremen; research, experimental development, technical and design employees (other than operatives); draughtsmen and tracers; editorial staff, staff reporters, canvassers, competition and advertising staff; travellers; and office (including works office) employees.

Operatives include all other classes of employees, that is, broadly speaking, all manual wage earners. They include those employed in and about the factory or works; operatives employed in power houses, transport work (including roundsmen), stores, warehouses, shops and canteens; inspectors, viewers and similar workers; maintenance workers and cleaners. Operatives engaged in outside work of erecting, fitting etc. are also included, but out-workers are excluded.

#### *Capital expenditure*

Capital expenditure during the year in respect of manufacturing units where production had not started before the end of the year is included in the figures for both 1970, 1971 and 1972. Establishments were asked to include in the value of capital expenditure, amounts received under the Local Employment Acts, 1960 to 1971 and any investment grants received under the Industrial Development Act, 1966 or regional development grants under the Industry Act, 1972.

#### (a) New building work

This represents the cost incurred during the year of new building and other constructional work (including office buildings, canteens and the like used in connection with the business covered by the return, but not dwelling houses for employees). The value is that charged to capital account during the year of return; it includes expenditure on new buildings or on the extension of reconstruction of old buildings, the value of works of a capital nature carried out by the establishment's own staff and the cost of any newly constructed buildings purchased. Figures shown include any legal charges, stamp duties, agents' commissions, etc.

#### (b) Land and existing buildings

The items shown are the capital cost of freeholds purchased and the capital cost of premium payable for leaseholds acquired (excluding the value of any assets acquired in taking over an existing business), and the amounts receivable for any freeholds or leaseholds disposed of. The value is that charged to capital account during the year of return.

#### (c) Plant, machinery and vehicles

The items shown are the value of plant and machinery and of vehicles acquired, both new and second-hand, and the amount received for items disposed of during year. The value of plant and machinery acquired includes plant, etc., which firms produced for their own use in connection with the business covered by the return. The value of plant, etc., acquired is the expenditure charged to capital account during the year of return less any discounts received, but including the cost of transport and installation. No deduction is made for depreciation, amortization or obsolescence. The proceeds of items disposed of during the year exclude amounts written off for items scrapped.

#### *Enterprise*

The term enterprise is used in this report to mean one or more establishments under common ownership or control (as defined in the Companies Act 1948) making returns to the census. An enterprise may consist of a single establishment, or of more than one establishment owned by one legal unit, usually a company, or of a number of establishments owned by a parent company and subsidiary company or companies. Information about the relationship between constituent companies of enterprises was obtained mainly from published sources such as the Stock Exchange Year Book supplemented by information from company reports and information supplied by establishments. The information available is not complete but covers the largest and most important groups of industrial establishments and is believed sufficient to provide a worthwhile basis for analysis.

#### *Establishment*

The definition of an establishment in 1970, 1971 and 1972 was that of the Standard Industrial Classification (revised 1968): "the smallest unit which can provide the information normally required for an economic census, for example, employment, expenses, turnover, capital formation". Sometimes activities which are conducted as a single business are carried on at a number of addresses, termed local units. Where the activities of such a business are closely integrated, and detailed census information is not available for each unit, it is treated as a multi-unit establishment and a single return accepted. Separate figures are obtained, however, of employment and net capital expenditure at each unit.



#### Gross output

Gross output measures the total value of production (including work done) by establishments during the year. It is calculated as follows:—

Value of sales and work done  
Plus/Less: Increase/decrease in value of stocks of goods on hand for sale  
Plus/Less: Increase/decrease in value of work in progress  
= Gross output.

#### Net output

Net output represents the value added to materials by the process of production (including the margin on selling any merchanted or factored goods). It is calculated as follows:—

Gross output  
Less: Purchases adjusted for change in value of stocks of fuel and raw materials  
Less: Payments for work given to other establishments  
Less: Payments for transport  
Less: Net amount of any duties, subsidies, allowances and levies payable  
= Net output.

#### Net output per person employed

The figures of net output per person employed are derived by dividing the net output by the average number of persons employed (full time and part time) on all activities covered by the returns, including operatives, administrative, technical and clerical employees and working proprietors, but excluding outworkers.

#### Purchases

Purchases include the cost of materials and components bought for use in production; of fuel and electricity for all purposes; of packaging materials including the cost of returnable cases and containers when first purchased; of workshop materials, office materials and materials for repairs to establishment's own buildings, plants and vehicles when carried out by their own work people included in the returns; of consumable tools; and of parts for machinery purchased during the year as replacements. Water charges are also included. In general, purchases of goods for merchanding or factoring and canteen supplies are included. Materials supplied by customers for processing are excluded, as are all purchases charged to capital account.

The values shown include any duty paid (less rebate, etc.) but exclude trade discounts allowed. The cost of transport is included only if included in the cost of materials as invoiced: amounts paid to transport organisations, including an establishment's own separate transport organisations for delivery of materials and fuel are, therefore, excluded. Materials purchased overseas are included at the c.i.f. cost plus any duty payable if the cost of transport from the docks was not included in the invoiced price, but at their full delivery cost if invoiced "carriage paid home". Materials and fuel transferred from another department of the establishment not covered by the same return are included at the estimated selling value recorded by the other department.

#### Sales

Sales are in respect of goods made by the business covered by the return, goods made for it by outworkers or by other establishments from materials given out to them (sometimes described as goods made on commission) and waste products. Any machinery or other capital items produced for use in the business covered by the return are included, the value being that adopted in the establishment's asset accounts. Goods sold without being subjected to any manufacturing process (i.e. merchanted or factored) and canteen takings are included.

The value shown for sales is the net selling value, defined as the amount charged to customers whether on an ex-works or delivered basis excluding any trade discounts, agents' commissions, allowances for returnable cases, purchase tax, etc.: the net amount charged for packaging materials is included. Goods charged on a delivered basis to customers overseas are included at the f.o.b. value.

Goods produced in one establishment and transferred to another establishment of the same firm not covered by the return were treated as sales by the producing establishment and valued as far as possible as if they had been sold to an independent purchaser. Goods transferred to wholesale or retail selling organisations for which separate accounts were kept were valued on the same basis.

To the extent that sales of finished products of one establishment constitute the materials purchased by another, total figures of

the value of sales (and of materials and fuel purchased) include an element of duplication. In some industries, e.g. motor vehicle manufacturing, and woollen and worsted, this duplication is substantial: and aggregates for a number of industries contain significant amounts of duplication. For work done on commission, sub-contract work, etc., the value shown is the total amount charged for the work, including the value of any materials bought and used in such work.

#### Services rendered

This represents the amounts charged for hiring out plant, machinery and other goods, providing transport, or for any technical or other services rendered to other organisations. It includes amounts credited for similar services rendered to other establishments of the same enterprise not covered by the return.

#### Standard Industrial Classification

Industry classification is based on the Standard Industrial Classification (revised 1968). It is published by HM Stationery Office together with a separate index in the form of an alphabetical list of industries.

#### Stocks and work in progress

Values are given of stocks of goods on hand for sale, and of materials and fuel, at the end of the year of return, including any stocks of goods held for merchanding or factoring. Values of the change during the year are also shown. The values include duty in the case of dutiable goods held out of bond.

The value of work in progress at the end of, and the change during the year are also usually shown. This excludes any progress payments made to sub-contractors, and no deduction is made on account of progress payments received.

#### Transport payments

These represent the total amount paid or credited during the year for both outwards transport of finished goods sold and inwards transport of materials and fuel purchased. They include payment to other establishments, and to any separate transport organisation of the same establishment not covered by the return, but exclude the value of transport services provided by the business covered by the return. The items included are payments for hired cartage and for inwards and outwards carriage by all forms of inland transport, i.e. railways, road haulage, canals, coastwise shipping, air, etc. Payments made for sea and air freight on goods sold to customers overseas and on materials and fuel purchased from overseas suppliers are excluded.

#### Wages and salaries

These are amounts paid during the year to operatives and to administrative, technical and clerical employees. Payments to working proprietors, whether called salaries or not, are excluded. The values shown include all overtime payments, bonuses and commissions, whether paid regularly or not, and no deduction is made for income tax, insurances, contributory pensions, etc. The value of any payments in kind, travelling expenses, lodging allowances, etc. and employers' contributions to national insurances and pension schemes is excluded.

#### Work given out

The figures shown represent the total amount paid for work done by other establishments (whether part of the same enterprise or not) on materials supplied to them. They do not include payments to individual outworkers or payments for business and other services.

#### SYMBOLS USED

The following symbols are used throughout the report:

- .. not available
- nil or less than half the final digit shown
- \* figures cannot be shown owing to the risk of disclosing information about individual enterprises
- R revised

#### ROUNDING OF FIGURES

Figures in the tables have, where necessary, been rounded to the nearest final digit: there may be an apparent slight discrepancy between the sum of the constituent items and the total shown.



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