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Business Monitor

A publication of the Government Statistical Service

Report on the Census of Production

Introductory notes



Department of Trade and Industry
Business Statistics Office

PA1001

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A publication of the Government Statistical Service

Report on the Census of Production 1971

Introductory notes

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

Department of Trade and Industry
Business Statistics Office

London: Her Majesty's Stationery Office 1973

Special Note for Purchasers

Commencing with the 1971 Census, the Census of Production reports will be numbered in a uniform series embracing all industrial inquiries in the Business Monitor series. These Business Monitors will 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).

The Census of Production (PA) reports are available on standing order (details on application to Her Majesty's Stationery Office, P.O. Box 569, London SE1 9NH. Telephone 01-928 6977), although they are not included in the global subscription arrangements for the Business Monitor series.

Government Statistical Service

A service of statistical information and advice is provided to the Government by specialist staffs employed in the statistics divisions of individual Departments. Statistics are made generally available through their publications and further information and advice on them can be obtained from the Departments concerned.

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I. GENERAL OUTLINE

INTRODUCTION

1. The Report on the Census of Production for 1971 comprises 157 separate parts.

Introductory Notes
(reference PA1001)
155 Industry Reports
(reference PA101-PA603)
Summary Tables
(reference PA1002)

Provisional estimates of some of the principal results for 1971 with comparative data for 1970 for many items, were published in the Business Monitor, Census Series as part C200.

2. Censuses of Production are taken annually for Great Britain by the Department of Trade and Industry under the Statistics of Trade Act 1947 and for Northern Ireland by the Northern Ireland Government under the Statistics of Trade Act (Northern Ireland) 1949. The information collected separately for Northern Ireland is included in the United Kingdom totals in this report.

3. The Census of Production for 1971 is the second of the new annual series, which forms part of the new integrated system of industrial statistics being introduced by the Government Statistical Service. The complete system comprises quarterly inquiries into sales of products, annual censuses and less frequent inquiries into additional subjects, including details of purchases of goods and services by industry. It replaces the various short-period inquiries conducted by different Government departments and the detailed censuses which have been taken fairly regularly since 1907. The last detailed quinquennial census was for 1968.

4. The subjects to be covered for the Censuses for 1970 to 1972 were decided after consultation with the Census of Production Advisory Committee appointed under the Statistics of Trade Act. This committee includes members from industry, the trade unions, the accountancy profession, universities and the public services. A list of members is given on page 15 of these notes. The headings in the 1971 Census form were substantially the same as in the corresponding sections of the forms for earlier censuses where experience had shown that the information collected was in a useful form and practical for the respondents to supply.

OBJECTIVES OF THE CENSUSES

5. The main objective of the new series of annual censuses is to provide summary information about the structure of industry which will be useful to industry, economic analysts, and government alike e.g. measures of gross and net output, and aggregated figures of sales, purchases, capital expenditure, stocks, employment and wages and salaries. The censuses make possible the comparison of the characteristics of an industry either between years or with other industries in the same year. The new censuses provide better coverage of capital expenditure and stocks than the former simplified annual censuses, the last of which was taken for 1969. Estimates of net output will now be available every year instead of every fifth year.

CHANGES COMPARED WITH 1970

6. Reports are now given for some sections of industries which have not been separately distinguished before. These include:-

PA349 Ball and roller bearings
Precision chains and other mechanical engineering
PA417 Hosiery and other knitted goods
Warp knitting
PA461 Refractory goods
Building bricks and non-refractory goods

7. Separate reports are being published for the first time for the following industries:-

PA104 Petroleum and natural gas
PA109.3 Salt and miscellaneous non-metalliferous mining and quarrying
PA484.1 Wallcovering
PA484.2 Miscellaneous manufactures of paper and board
PA494.1 Toys, games and children's carriages
PA494.3 Sports equipment
PA499.1 Musical instruments
PA499.2 Miscellaneous manufacturing industries

8. For 1971, establishments were asked to include in capital expenditure, expenditure on units that were not in production in the year of return; for 1970 this expenditure was collected in a separate inquiry. This change of method of collection does not affect the results for 1970 and 1971 because capital expenditure for units not yet in production is included in the aggregates for both years.

COVERAGE

9. The census covered establishments in Great Britain engaged in manufacturing, mining and quarrying, electricity, gas and water supply (Orders II - XIX and XXI of the Standard Industrial Classification, (revised 1968)(SIC)). The Ministry of Commerce, Northern Ireland, have provided data for all industries, with the exception of mining and quarrying, and this has been incorporated in the tables which thus relate to the United Kingdom. Generally census returns were required from establishments employing on average 25 or more persons during the census year but in industries where establishments with fewer employees made an important contribution to output, the coverage was extended to establishments with 11 or more employees. Census returns were also sent to establishments whose employment was not known to the Business Statistics Office at the time of despatch.

UNIT FOR WHICH RETURNS WERE MADE

10. The annual censuses are based on the establishment which is defined in paragraphs 6 to 8 of the Standard Industrial Classification, (revised 1968).

11. For the purpose of this classification the unit taken is the "establishment". An establishment is the smallest unit which can provide the information normally required for an economic census, for example, employment, expenses, turnover, capital formation. Usually the principal activities carried on in an establishment fall within a single heading of the classification (e.g. steel making or sugar refining). Typically the establishment embraces all the activities carried on at a single address e.g. a farm, a mine or a factory, including those which are ancillary to the principal activities.

12. Frequently, distinct activities characteristic of different industries are carried on at one address, e.g. cotton weaving and the making up of household textiles, but normally these are not classified separately, and the whole establishment is classified according to the main activity. If, however, the required range of data can be provided for each activity, each is taken to constitute a separate establishment.

13. Sometimes activities which are conducted as a single business are carried on at a number of addresses. Where this is so businesses are asked to provide the full range of separate information in respect of each address, whether or not the activities are different. Their activities may, however, be integrated to such an extent that they constitute a single establishment. In that case, the establishment is defined to cover the combined activities at these addresses.

14. A census return was required for each establishment, as defined in the preceeding paragraph, with 25 or more employees (11 or more in certain industries: see paragraph 9). A single return was accepted for an establishment (a multi-unit establishment) covering two or more addresses (production units) where the full range of data could not be supplied separately for each address provided the addresses were all situated in the same country - England, Scotland or Wales.

15. Establishments were asked to exclude from all sections of their returns particulars relating to any department not engaged in production e.g. merchanting, transport, warehousing, for which they kept a separate set of accounts. Where separate accounts were not kept they were asked to include details of all these activities in all sections of their returns.

16. Particulars relating to head offices, which were mainly engaged in the administration of the production units within the scope of the census were included. Where more than one return was made the information in respect of the head office was apportioned among them.

INDUSTRIAL CLASSIFICATION

17. 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 third edition of the Standard

Industrial Classification (revised 1968). Normally an establishment was classified to an industry if its sales of the principal products of that industry accounted 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 was not possible - for example where a quarterly production inquiry had not then been introduced - the classification of an establishment reflects its return to the Census of Production, 1968. Establishments for which information was not available either from the quarterly inquiries or the 1968 Census were 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.

ESTIMATION OF FIGURES

18. The use of the establishment as the reporting unit means that the figures for sales do not always represent the value of goods coming on to the market. Where separate returns were made for more than one establishment belonging to the same enterprise the establishments were asked to estimate the value of goods transferred to another establishment within the enterprise, valuing them so far as possible as if they had been sold to another purchaser.

19. Acceptance of returns, covering more than one address involved estimation by the Business Statistics Office for the purpose of detailed geographical analysis of Net Output. The problems inherent in this approach are discussed in an article entitled 'The Statistical Unit in Business Inquiries' by M C Fessey and H E Browning in Statistical News, No. 13, May 1971 published by HMSO.

20. Estimates were also made in the Business Statistics Office in respect of unsatisfactory returns and for establishments below the exemption limit in order to obtain totals for industries as a whole. The estimates were obtained by scaling up the data aggregated from satisfactory returns by the ratio of estimated total employment of the industry to the employment recorded on the returns.

21. In addition to these particular instances of estimation, establishments were asked to give reasonable estimates in all cases where exact figures were not readily available.

AREA COVERED

22. The figures in the industry reports generally relate to the United Kingdom of Great Britain and Northern Ireland. The Isle of Man and the Channel Islands were not covered.

PERIOD COVERED

23. Establishments were asked to make returns in respect of the calendar year but a return for a business year ending on any date from 6 April 1971 to 5 April 1972 was accepted. An analysis by year of return is shown in Table 6 in each industry report. Returns covering less than twelve months were accepted in those cases where businesses had started or ceased during the year.

SUBJECTS ON WHICH INFORMATION WAS OBTAINED

24. Information was collected on the following subjects:

- i Working proprietors
- ii Employment
- iii Wages and Salaries
- iv Stocks
- v Capital expenditure
- vi Work given out
- vii Transport payments and P.O. parcel services
- viii Purchases of materials and fuel
- ix Sales and work done

FORM OF INDUSTRY REPORTS

25. A separate part of the Census Report is published in respect of each industry. Each individual industry report is prefaced by a brief description of the products of the industry. Where necessary an account is given of any non-standard features and any changes which affect comparability between 1970 and 1971. Each part includes notes which give the main information needed for interpreting the census figures and also a list of all parts forming the complete Census Report.

26. As in 1970, respondents were asked to state whether or not they were willing to have the name and address of the business included in the classified list of businesses which the Business Statistics Office propose to compile. Lists of establishments classified to each industry will not be published as part of the Census Report but will be compiled on application to the Business Statistics Office on payment of a fee to cover

costs of production. The list for a particular industry will include only establishments classified to that industry; there will be no complementary list (such as Part B in the Directory of Businesses for the 1968 Census) of establishments which, although classified to another industry, manufacture the products of the industry in question.

DISCLOSURE OF INFORMATION

27. The tables in the reports have been prepared in conformity with the disclosure provisions of the Statistics of Trade Act 1947. In order to avoid disclosing information about individual enterprises it has in some cases not been possible to publish information in the full detail in which it was collected.

SYMBOLS USED

28. 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 risk of disclosing information about individual enterprises
- R revised

ROUNDING OF FIGURES

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

11 METHODS USED IN TAKING THE CENSUS

PLANNING AND PREPARATORY WORK

30. At the introduction of series of annual censuses it was decided that the content of the Censuses for 1970 to 1972 should remain the same. The Advisory Committee on Censuses of Production for 1968, 1969, 1970, 1971 and 1972 met in 1969 to discuss the Census for 1970.

THE CENSUS FORMS

31. In principal, the information collected in this census is the same for all industries. In order, therefore, to achieve consistency of reporting between industries, the Business Statistics Office has standardised the form of return as far as possible and firms in 108 of the 155 industries for which the Business Statistics Office collected census information received the standard form PA925 which is shown on pages 17 to 23 of this report. In 42 industries, special circumstances necessitated a departure from this approach, and 8 special non-standard forms were used.

32. Information about the 5 remaining industries (coal mining, petroleum and natural gas, mineral oil refining, gas and electricity) was collected on behalf of the Business Statistics Office by the Department of Trade and Industry. For the coal, gas and electricity industries total summarised information only was supplied to the Business Statistics Office, but for petroleum and natural gas and mineral oil refining, individual returns were compiled and these were subjected to the normal processing arrangements for returns collected by the Business Statistics Office.

REGISTER OF ESTABLISHMENTS

33. The register used for the 1968 Census has been matched with the register of the Department of the Employment to produce a continuously updated 'Agreed Register' which is available for all statistical inquiries directed to manufacturing firms by the Business Statistics Office (BSO) and Departments. The Agreed Register is held on the BSO computer, while a visible card index system is used so that the information held for each establishment and the links between local units, establishments and enterprises can be seen quickly. This indicative information is also held on the magnetic tape of the computerised register. The industrial classification of establishments on the Register is revised from the results of the quarterly inquiries into manufacturers' sales (see paragraph 17) whilst Register employment is updated from the annual censuses of production.

COLLECTING THE CENSUS DATA

34. The census was conducted as a postal inquiry, no field staff being employed.

35. Census forms were issued at the beginning of 1972 in respect of establishments within the

scope of the census together with establishments whose size was not known (i.e. new additions to the census register and establishments which had not replied to a standard letter from the Business Statistics Office asking for their employment).

36. A period of 3 months was allowed for the completion and return of the forms. Reminder letters were sent to non-responding establishments in the middle of April 1972. Further reminders were issued in mid July and again in early September 1972 to some 10,500 establishments whose returns were still outstanding. In addition to the issue of reminder letters, telephone follow-up of non-responding establishments was undertaken on a continuing bases.

PROCESSING THE CENSUS DATA

37. As returns were received at the Business Statistics Office they were subjected to a clerical scrutiny to ensure that figures were sufficiently clear and complete to enable perforation of paper tape to proceed. Thereafter all data was transferred to disc. Once the data had been taken on, it was passed through a series of computer processes including a further, more detailed, vetting of the completeness and credibility of the figures on the return and the compilation of report tables. Brief notes of the examination and report compilation stages are given in the following paragraphs.

EXAMINATION

38. The purpose of the examination was to prevent seriously incorrect information from entering the subsequent compilation processes: further checks were also made at the report compilation stage as an added precaution. The main examination, however, was carried out in two stages. In the first, the information on individual returns within industry was subjected to a series of credibility checks including the comparison of ratios against pre-set limits. The final stage was to compile drafts of the tables which would appear in the industry reports. This enabled the data to be examined in aggregate rather than on an individual return basis and proved useful in identifying areas where the data looked suspect.

COMPILATION OF REPORTS

39. Having completed the examination of returns and amended the data file as necessary, the aggregated figures required for the report tables were compiled on the computer which reported out all cases in which there was a risk of disclosure of information relating to individual enterprises.

40. The estimates for the industry as a whole (i.e. including estimates for establishments below the exemption limit and unsatisfactory returns) were obtained by sealing up the data.

41. The following paragraphs describe briefly the standard tables in the industry reports. The numbering of these tables is the same in all the industry reports and all tables relate to the United Kingdom. Of the tables compiled from census data numbers 1, 2, 3 and 5 relate to the industry as a whole and include estimates for establishments below the exemption limit and unsatisfactory returns: tables 6 and 7 where applicable are based on returns received only.

TABLE 1: INPUT AND OUTPUT, 1970 AND 1971

42. This table shows the values of each of the items which are used to calculate the net output of the industry.

TABLE 2: CAPITAL EXPENDITURE AND STOCKS, 1970 AND 1971

43. This table shows the capital expenditure on each type of asset together with the value of each category of stocks at the end of the year (changes during the year are shown in Table 1). The figures of capital expenditure for both 1970 and 1971 contain estimates of capital expenditure at units not yet in production.

TABLE 3: ANALYSIS OF ESTABLISHMENTS BY SIZE, 1971

44. The structure of industry is analysed for 1971 by the employment size of establishment within the industry. An analysis by employment size of enterprise is included in the summary volume (PA1002).

111 NOTES ON THE TABLES

TABLE 4: PERCENTAGE ANALYSIS OF EMPLOYEES, BY FULL AND PART TIME EMPLOYMENT AND SEX, 1971

45. Using Department of Employment statistics, this table analyses, in percentage terms, total employment at mid-June 1971 by sex of full time and part time employees.

TABLE 5: REGIONAL DISTRIBUTION OF EMPLOYMENT, NET CAPITAL EXPENDITURE AND NET OUTPUT, 1971

46. This table shows the regional distribution for each industry of employment, net capital expenditure and net output. Where a 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 net output estimates are accompanied by comparable figures of employment expressed as a percentage of total employment in the region (see para 19 and the footnotes to this table in the Industry Reports).

TABLE 6: PERCENTAGE ANALYSIS OF TWELVE MONTH PERIODS COVERED BY RETURNS RECEIVED, 1971

47. This table shows the percentage of the total returns received accounted for by returns falling within each specified twelve month period, as determined by the last month of the period for which the return was made. The analysis also gives the percentage of total employment on these returns.

IV EXPLANATION OF TERMS USED

48. The notes and definitions given in this section are mainly based on the general instructions given to respondents as to the way in which returns were to be completed. In some industries it was found necessary to amend or supplement the general instructions in order to fit the special circumstances of the particular industry. Where these supplementary instructions affect the basis of the figures returned, a note of explanation is included in the report of the industry concerned.

AVERAGE NUMBER EMPLOYED

49. 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.

50. 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

51. 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 fixed 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

52. 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.

53. 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. Operators engaged in outside work of erecting, fitting, etc. are also included, but outworkers are excluded.

CAPITAL EXPENDITURE

54. 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 and 1971.

55. (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 or 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 the 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

56. The term enterprise is used in this report to mean one or more establishments under common ownership or control. An enterprise normally consists of a single establishment, more than one establishment owned by the same firm, or a number of establishments owned by a parent company and its subsidiary 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 worth-while basis for analysis.

ESTABLISHMENT

57. The definition of an establishment in 1970 and 1971 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

58. 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

59. 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 out 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

60. 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

61. 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 merchanting or factoring and canteen supplies are included. Materials supplied by customers for processing are excluded, as are all purchases charged to capital account.

62. 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 their 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

63. 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.

64. 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.

65. 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.

66. 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 of the figures for a number of industries contain significantly greater amounts of duplication.

67. 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

68. 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

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

STOCKS AND WORK IN PROGRESS

70. Values are given in table 2 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 merchanting or factoring. Values of the change during the year are shown in table 1. The values include duty in the case of dutiable goods held out of bond.

71. 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

72. 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 ship-

ping, 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

73. 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

74. 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.

V LIST OF INDUSTRY REPORTS, ETC

The symbol # indicates a report in which establishments with less than 25 persons were of importance and where establishments with 11 or more persons engaged in the business were asked to complete a census return.

Report Part No

Report Part No	Standard Industrial Classification Reference
PA1001	Introductory Notes
MINING AND QUARRYING	
	II
PA101	Coal mining
PA102	# Stone and slate quarrying and mining
PA103	# Chalk, clay, sand and gravel extraction
PA104	Petroleum and natural gas
PA109.1	Metalliferous mining and quarrying
PA109.3	Salt and miscellaneous non-metalliferous mining and quarrying
FOOD, DRINK AND TOBACCO	
	III
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
PA219	Animal and poultry foods
PA221	Vegetable and animal oils and fats
PA229.1	Margarine
PA229.2	Starch and miscellaneous foods
PA231	Brewing and malting
PA232	# Soft drinks
PA239.1	Spirits distilling and compounding
PA239.2	British wines, cider and perry
PA240	Tobacco
COAL AND PETROLEUM PRODUCTS	
	IV
PA261	Coke ovens and manufactured fuel
PA262	Mineral oil refining
PA263	Lubricating oils and greases
CHEMICALS AND ALLIED INDUSTRIES	
	V
PA271.1	General chemicals (inorganic)
PA271.2	General chemicals (organic)
PA271.3	Miscellaneous general chemicals
PA272	Pharmaceutical chemicals and preparations
PA273	Toilet preparations
PA274	Paint
PA275	Soap and detergents
PA276	Synthetic resins and plastics materials and synthetic rubber
PA277	Dyestuffs and pigments
PA278	Fertilizers
PA279.1	Polishes

CHEMICALS AND ALLIED INDUSTRIES CONTINUED

PA279.2	Formulated adhesives, gelatine etc.	279/2
PA279.3	Explosives, fireworks and matches	279/3
PA279.4	Formulated pesticides and disinfectants	279/4
PA279.5	Printing ink	279/5
PA279.6	Surgical bandages, etc.	279/6
PA279.7	Photographic chemical materials	279/7

METAL MANUFACTURE

VI

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PA312	Steel tubes	312
PA313	Iron castings	313
PA321	Aluminium and aluminium alloys	321
PA322	Copper, brass and other copper alloys	322
PA323	Other base non-ferrous metals	323

MECHANICAL ENGINEERING

VII

PA331	Agricultural machinery (other than tractors)	331
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PA334	Industrial engines	334
PA335	Textile machinery and accessories	335
PA336	Construction and earth moving equipment	336
PA337	Mechanical handling equipment	337
PA338	Office machinery	338
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PA339.2	Printing and bookbinding machinery	339/2
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PA339.9	Miscellaneous (non-electrical) machinery	339/5,6,8 and 9
PA341	Industrial (including process) plant and steelwork	341
PA342	Ordnance and small arms	342
PA349	Ball and roller bearings	349/1
	Precision chains and other mechanical engineering	349/2 and 3

INSTRUMENT ENGINEERING

VIII

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PA352	Watches and clocks	352
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PA354	Scientific and industrial instruments and systems	354

ELECTRICAL ENGINEERING

IX

PA361	Electrical machinery	361
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PA367	Radio, radar and electronic capital goods	367
PA368	Electrical appliances primarily for domestic use	368
PA369	Miscellaneous electrical goods	369

SHIPBUILDING AND MARINE ENGINEERING

X

PA370	Shipbuilding and marine engineering	370
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VEHICLES

XI

PA380	Wheeled tractor manufacturing	380
PA381	Motor vehicle manufacturing	381
PA382	Motor cycle, tricycle and pedal cycle manufacturing	382
PA383	Manufacturing and repairing aerospace equipment	383
PA384	Locomotives, trams, railway carriages, wagons and track equipment	384, 385

METAL GOODS NOT ELSEWHERE SPECIFIED

XII

PA390	Engineers' small tools and gauges	390
PA391	# Hand tools and implements	391
PA392	Cutlery, spoons, forks and plated tableware, etc.	392
PA393	Bolts, nuts, screws, rivets, etc.	393
PA394	Wire and wire manufactures	394
PA395	Cans and metal boxes	395
PA396	# Jewellery and precious metals	396
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XIII

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XIV

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CLOTHING AND FOOTWEAR

XV

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PA442	Men's and boys' tailored outerwear	442
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PA444	Overalls and men's shirts, underwear, etc.	444

CLOTHING AND FOOTWEAR CONTINUED

PA445	Dresses, lingerie, infants' wear etc.	445
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PA449.1	Corsets and miscellaneous dress industries	449/1,3 and 4
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TIMBER, FURNITURE, ETC.

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OTHER MANUFACTURING INDUSTRIES

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PA492	Linoleum, plastics floor covering, leathercloth, etc.	492
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VI MEMBERS OF THE ADVISORY COMMITTEE

Section 8 of the Statistics of Trade Act, 1947, requires that an Advisory Committee should advise on the preparation of the forms and instructions necessary for the taking of a census; and of advising with regard to such matters as may be referred to it. Proposals for the Annual Census of Production were first considered by the Advisory Committee on the Censuses of Production for 1968, 1969, 1970, 1971 and 1972. The following list gives the names of the current members of the Advisory Committee of the Censuses of Production, appointed for a period of three years from 1st November 1972, and the name of the organisation to which they belong.

Mr M C Fessey (Chairman)	Business Statistics Office
Mr E R Beecher FCCA	John Laing & Sons Limited
Mr J A Bound	Quaker Oats Limited
Mr N W Cullen FCIS	Tate & Lyle Refineries Limited
Mr C D Hughes	Renold Limited
Mr D Lea	Trade Union Congress
Dr D H Matthews	Lyte Industries Limited
Dr B Mitchell	Business Statistics Office
Mr E F Potter	British Steel Corporation
Mr J A Raven	Association of British Chambers of Commerce
Mr C E K Scouller	Chemical Industries Association Limited
Mr A A Sorrell	Central Statistical Office
Mr J D Wells	Department of Trade and Industry
Mr A Wilson FCA	Price Waterhouse & Company

The joint secretaries of the Committee are Miss H G Morgan and Mr R C Woods of the Business Statistics Office, Cardiff Road, Newport, Mon.

VII The Census of Production (1972)
(Returns and Exempted Persons) Order 1971

STATUTORY INSTRUMENTS

1971 No. 1725

STATISTICS OF TRADE

The Census of Production (1972) (Returns and Exempted
Persons) Order 1971

Made	- - -	25th October 1971
Laid before Parliament		3rd November 1971
Coming into Operation		31st December 1971

The Secretary of State, in exercise of his powers under sections 2 and 11 of the Statistics of Trade Act 1947(a) (hereinafter referred to as "the Act") and all other powers enabling him in that behalf, hereby orders as follows:-

Citation, commencement and interpretation

1.-(1) This Order may be cited as the Census of Production (1972) (Returns and Exempted Persons) Order 1971 and shall come into operation on 31st December 1971.

(2) The Interpretation Act 1889(b) shall apply to the interpretation of this Order in like manner as it applies to the interpretation of an Act of Parliament.

Matters to which returns may relate

2. The matters about which a person carrying on an undertaking may be required to furnish returns for the purposes of the Census of Production being taken under the Act by the Secretary of State in 1972 shall be all the matters set out in the Schedule to the Act, as amended(c).

Exempted persons

3. Any person carrying on an undertaking in the field of production of coal, gas, electricity, or crude or refined petroleum shall be exempted from the obligation to furnish returns for the purposes of the said census.

John Eden

Minister for Industry,

Department of Trade and Industry.

25th October 1971.

(a) 1947 c. 39. (b) 1889 c. 63. (c) S.I. 1963/1329 (1963 II, p. 2310).

EXPLANATORY NOTE

(This Note is not part of the Order)

This Order, (i) prescribes the matters about which a person carrying on an undertaking may be required to furnish returns for the purpose of the Census of Production being taken in 1972; and (ii) exempts from the obligation to furnish such returns any person carrying on an undertaking in the field of production of coal, gas, electricity, or crude or refined petroleum.

VIII SPECIMEN CENSUS FORM

PA/925

BUSINESS STATISTICS OFFICE

Cardiff Road NEWPORT Mon NPT 1XG

FV		
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Please quote in any correspondence

CONFIDENTIAL

If the name or address shown above is incorrect in any respect, please correct it, and insert postal code if appropriate.

Telephone
Newport 56111
Ext
STD Code 0633

CENSUS OF PRODUCTION FOR 1971

Dear Sir(s)

Under the Statistics of Trade Act, 1947, you are required to complete this form and return it to the Business Statistics Office. In accordance with the Act all information supplied in this return will be treated as confidential. Please forward your completed return to this office not later than 31 March 1972 or within three months after the end of your business year.

Yours faithfully

M C Fessey

M C FESSEY
Director

Receipt perf

Data perf

D - WORKING PROPRIETORS

Code	number
201	

E - EMPLOYMENT: average number of persons on the payroll during the year

1. ADMINISTRATIVE, TECHNICAL AND CLERICAL EMPLOYEES

Code	number
202	

2. ALL OTHER EMPLOYEES (OPERATIVES)

205	
-----	--

F - WAGES AND SALARIES PAID DURING THE YEAR

1. ADMINISTRATIVE, TECHNICAL AND CLERICAL EMPLOYEES

Code	£
301	

2. ALL OTHER EMPLOYEES (OPERATIVES)

304	
-----	--

G - STOCKS

MATERIALS, STORES AND FUEL

1. VALUE AT BEGINNING OF YEAR

Code	£
401	
402	

2. VALUE AT END OF YEAR

WORK IN PROGRESS

3. VALUE AT BEGINNING OF YEAR

403	
404	

4. VALUE AT END OF YEAR

GOODS ON HAND FOR SALE

5. VALUE AT BEGINNING OF YEAR

413	
414	

6. VALUE AT END OF YEAR

H - CAPITAL EXPENDITURE (including capital expenditure at units not yet in production)

LAND AND BUILDINGS

1. COST OF NEW BUILDING WORK

Code	£
501	
502	
503	

2. COST OF LAND AND EXISTING BUILDINGS PURCHASED

3. PROCEEDS OF LAND AND BUILDINGS DISPOSED OF

VEHICLES

4. COST OF NEW AND SECOND-HAND VEHICLES PURCHASED

504	
505	

5. PROCEEDS OF VEHICLES DISPOSED OF

PLANT, MACHINERY AND OTHER CAPITAL EQUIPMENT

6. COST OF NEW AND SECOND-HAND EQUIPMENT PURCHASED

506	
507	

7. PROCEEDS OF EQUIPMENT DISPOSED OF

J - OTHER SELECTED ITEMS OF EXPENDITURE

1. AMOUNTS PAYABLE FOR WORK GIVEN OUT

Code	£
601	

2. AMOUNTS PAYABLE TO OTHER ORGANISATIONS FOR TRANSPORT OF GOODS WITHIN THE UNITED KINGDOM

(i) AMOUNTS PAYABLE FOR TRANSPORT BY ROAD

Code	£
602	

(ii) AMOUNTS PAYABLE FOR TRANSPORT BY RAIL, WATER, AIR AND G.P.O. PARCELS SERVICE

Code	£
603	

K - TOTAL PURCHASES OF MATERIALS AND FUEL (INCLUDING GOODS PURCHASED FOR MERCHANTING OR FACTORING)

TOTAL COST OF ALL PURCHASES

Code	£
701	

L - SALES AND WORK DONE

1. SALES OF GOODS OF YOUR OWN PRODUCTION AND WORK DONE

Code	£
801	

2. SERVICES RENDERED TO OTHER ORGANISATIONS

Code	£
813	

3. GOODS MERCHANTED OR FACTORED
Exclude canteen takings which should be shown in heading 4 below

Code	£
814	

4. CANTEEN TAKINGS (Excluding contract caterers' takings)

Code	£
815	

5. TOTAL VALUE OF ALL SALES AND WORK DONE
(TOTAL OF HEADINGS 1 TO 4)

Code	£
816	

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