



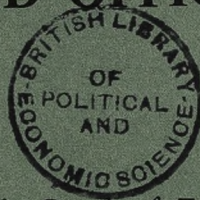
BOARD OF TRADE

THE REPORT  
on the  
CENSUS OF PRODUCTION  
FOR 1951

Volume 10

Trade D

SHOP AND OFFICE FITTING



*Presented by the Board of Trade to Parliament  
in pursuance of the Statistics of Trade Act, 1947  
(10 & 11 Geo. 6, Ch. 39, Sec. 7).*

LONDON: HER MAJESTY'S STATIONERY OFFICE

1955

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LIST OF TABLES

Table No.	Title	Page
1	Summary: Larger establishments	10/D/2
2	Summary: Small firms	10/D/3
3	Estimated average employment: All firms	10/D/3
4	Analysis by size, 1951: Larger establishments in Great Britain	10/D/3
5	Analysis by standard region, 1951: Larger establishments in Great Britain	10/D/4
6	Analysis according to specialisation within the trade, 1951: Larger establishments in Great Britain	10/D/4
7	Total make of intermediate products: Larger establishments in Great Britain	*
8 or 8(i)	Sales of the principal products of the trade, including sales of these products by establishments classified to other trades: Larger establishments in Great Britain	10/D/5
8(ii)	Total sales by small firms in Great Britain	*
9	Sales of principal products of the trade by establishments classified to other trades: Larger establishments in Great Britain	10/D/6
10	Sales in the trade of other than principal products: Larger establishments in Great Britain	10/D/6
11	Production, exports and imports of certain principal products	*
12	Usage of certain specified purchased materials, 1951: Larger establishments in Great Britain	10/D/7
13	Employment in September: Larger establishments	10/D/7
14	Average employment: Larger establishments	10/D/8
15	Shift working, 1951: Larger establishments in Great Britain	10/D/9
16	Wages and salaries and employers' National Insurance contributions paid during the year: Larger establishments	10/D/9
17	Plant, machinery and vehicles - acquisitions and disposals, and capital expenditure on new building work: Larger establishments	10/D/10
<u>Country tables, 1951</u>		
18	Summary: Larger establishments	10/D/10
19	Summary: Small firms	10/D/11
20 or 20(i)	Sales in the trade: Larger establishments	10/D/11
20(ii)	Sales in the trade: Small firms	*
21	Stocks of products on hand for sale and work in progress, and stocks of materials and fuel: Larger establishments	10/D/12
22	Employment in September: Larger establishments	10/D/12
23 or 23(i)	Average employment: Larger establishments	10/D/13
23(ii)	Average employment: Small firms	*
24	Wages and salaries and employers' National Insurance contributions paid during the year: Larger establishments	10/D/14
25	Plant, machinery and vehicles - acquisitions and disposals, and capital expenditure on new building work: Larger establishments	10/D/14
26	Payments for transport services for finished goods sold and materials and fuel purchased: Larger establishments	10/D/14

\* Not applicable to this trade

SHOP AND OFFICE FITTING TRADE

THIS REPORT on the Shop and Office Fitting Trade relates to establishments engaged wholly or mainly in the manufacture (including installation) of shop, office, bank, bar and hotel fittings, show cases, display and exhibition stands, shop fronts, and shop and sun blinds, or in signwriting.

This trade corresponds to minimum list heading 172 in the Standard Industrial Classification.

Establishments in this trade in Northern Ireland are not separately classified and particulars of the small production there are included in the report on the Building and Contracting Trade (Volume 12, Trade A).

IMPORTANT NOTES and definitions appear on the inside of the back cover of this report. In interpreting the data in the following tables, it is essential to bear these in mind.



## Summary

## Larger establishments (a)

TABLE 1

	Great Britain				
	1951	1950	1949	1948	1935
Gross output (production) (b)	£'000 19,653	£'000 16,179	£'000 14,973	£'000 13,152	£'000 7,059
Cost of materials and fuel used (c)	8,417	6,665	6,144	4,237	3,191
Payment for work done on materials given out	328	476	389	520	2
Transport payments (d)	191	..	..	..	..
Net output	10,716	9,038	8,440	8,395	3,866
Wages and salaries of persons employed	7,139	5,988	5,718	4,966	..
Average number of persons employed (e)	No. 17,409	No. 15,860	No. 15,631	No. 14,193	No. 16,870
Net output per person employed (e)	£ 616	£ 570	£ 540	£ 591	£ 229
Stocks at end of year	£'000	£'000	£'000	£'000	£'000
Products on hand for sale and work in progress	2,161	1,915	2,042	1,628	..
Materials and fuel	2,517	1,861	1,455	1,306	..
Number of establishments	No. 282	No. 235	No. 226	No. 193	No. 247

The values of gross output and of materials and fuel used are derived in the following way:-

	£'000	£'000	£'000	£'000	£'000
Output of firms in this trade (f)					
Principal products (g)	16,278	} 16,531	14,892	{ 9,700	5,806
Other output (h)	3,274				
Changes in stocks and work in progress (i)	+ 101	- 206	+ 198	+ 252	
Less payment for transport outwards (d)	19,653	16,325	15,090	13,230	} 7,059
	..	145	117	77	
Gross output (production)	19,653	16,179	14,973	13,152	7,059
Materials and fuel used by firms in this trade					
Purchases	8,966	6,974	6,213	4,415	} 3,191
Changes in stocks (i)	- 549	- 309	- 69	- 178	
Materials and fuel used	8,417	6,665	6,144	4,237	3,191

- (a) For small firms' summary see Table 2.  
 (b) Gross output for 1951 includes payments to other firms and undertakings and to firms' own separate transport organisations for transport services. For other years payments for transport services outwards on finished goods sold are excluded.  
 (c) Amounts paid for delivery services are excluded for 1951 but included for other years.  
 (d) Payments to other firms and undertakings and to firms' own separate transport organisations. For 1951 they cover payments for transport of both goods sold and materials and fuel purchased. For other years payments cover only transport outwards of finished goods sold.  
 (e) Excluding outworkers but including working proprietors. For an estimate of the total number of persons employed in this trade see Table 3.  
 (f) Total value of sales and work done (1951, 1950, 1949, and 1948) or production for sale and work done (1935).  
 (g) For details for 1951 and 1948 see Table 8.  
 (h) For details for 1951 and 1948 see Table 10.  
 (i) For details for 1951 see Table 21.

## Summary

## Small firms (a)

TABLE 2

	Great Britain			
	1951	1950	1949	1948
Number of returns	550	390	420	244
Average number of persons employed (b)				
Males	1,995	1,505	1,546	974
Females	158	120	107	84
Total	2,153	1,625	1,653	1,058

- (a) Small firms (employing on the average ten or fewer persons) that made satisfactory returns.  
 (b) Including working proprietors.

## Estimated average employment (a)

## All firms

TABLE 3

	Great Britain			
	1951	1950	1949	1948
As returned by firms				
Employing on the average more than ten persons (b)	17,409	15,860	15,631	14,193
Employing on the average ten or fewer persons (c)	2,153	1,625	1,653	1,058
Estimated average employment in firms not making satisfactory returns	254	237	154	198
Estimated average employment in all firms	19,816	17,722	17,438	15,449

- (a) Including working proprietors.  
 (b) See Tables 13(iv) and 14.  
 (c) See Table 2.

## Analysis by size, 1951

## Larger establishments in Great Britain

TABLE 4

Average number employed	Establishments	Gross output	Net output	Persons employed	Remuneration			Net output per person employed
					Operatives	Other employees (a)	Total	
	No.	£'000	£'000	No.	£'000	£'000	£'000	£
11 - 24	113	1,997	1,102	1,902	556	170	727	580
25 - 49	78	2,862	1,496	2,554	763	225	988	586
50 - 99	49	3,873	2,180	3,388	1,086	371	1,457	644
100 - 199	26	4,286	2,369	3,586	1,224	312	1,536	660
200 - 299	8	2,322	1,343	1,987	706	222	928	676
300 - 499	3	1,345	740	1,179	405	107	512	628
500 - 749	5	2,968	1,485	2,813	795	197	992	528
Total	282	19,653	10,716	17,409	5,536	1,604	7,139	616

- (a) Administrative, technical and clerical employees.



Analysis by standard region, 1951

Larger establishments in Great Britain

TABLE 5

Region	Estab- lish- ments	Gross output	Net output		Persons employed	Remuneration			Net output per person employed
			Value	Percent- age of total		Operatives	Other employees (a)	Total	
	No.	£'000	£'000		No.	£'000	£'000	£'000	£
England									
Northern	7	238	132	1.2	299	85	18	103	440
East and West Midlands	20	1,071	574	5.4	1,040	333	68	401	552
North Midland	11	803	420	3.9	654	209	34	243	643
Eastern	3	83	51	0.5	72	24	8	33	703
London and South Eastern	141	10,116	5,692	53.1	8,241	2,879	912	3,791	691
Southern	9	794	415	3.9	888	255	43	298	467
South Western	16	2,071	972	9.1	1,879	482	143	625	517
Midland	22	1,868	1,055	9.8	1,763	504	165	668	598
North Western	31	1,546	870	8.1	1,548	481	134	615	562
Total England	260	18,590	10,180	95.0	16,384	5,253	1,524	6,777	621
Wales	4	171	95	0.9	184	50	15	65	515
Scotland	18	891	441	4.1	841	232	65	297	524
Great Britain	282	19,653	10,716	100.0	17,409	5,536	1,604	7,139	616

(a) Administrative, technical and clerical employees.

TABLE 5 - Analysis according to specialisation within the trade, 1951

Larger establishments in Great Britain

No specialisation within this trade was distinguished.

Sales of the principal products of the trade including sales of these products by establishments classified to other trades

Larger establishments in Great Britain

TABLE 8

	1951		1948
	Value	Entries	Value
	£'000	No.	£'000
Built-in wooden and/or metal furniture and fittings (excluding amounts charged for fitting)			
For shops and offices (including banks)	5,725	428	2,596
For ships	720	23	1,758
For other purposes	1,271	117	2,767
For ships and other purposes, not separately distinguished	631	88	-
Exhibition stands	1,808	128	1,787 (a)
Outside commercial blinds	1,030 (b)	62	410
Shopfronts (excluding amounts charged for fitting)			
Mainly of wood	791	108	573
Mainly of metal	1,399	79	759
Other	-	-	146
Total	13,375	..	10,798
Less the value of goods included above and used in shop and office fitting	6,223	..	2,684
	7,152	..	8,114
Shop and office fitting (c)			
Shop fronts	3,049	125	1,732
Other shop and office fitting	6,172	174	2,979
Signs and signwriting (c)	809	612	670 (d)
Exhibition stand hire (including erecting and dismantling) (c)	1,842	42	(e)
Total	19,024	..	13,495
Sales in other trades (see Table 9)	2,747	..	3,796
Principal products of this trade sold by establishments in the trade	16,278	264	9,700

(a) So far as recorded separately, including some exhibition stand hire.

(b) May include some venetian blinds (a principal product of the Timber Trade, Volume 10, Trade A) and roller blinds (a principal product of the Soft Furnishings Trade, Volume 10, Trade C).

(c) Amount charged.

(d) So far as recorded separately.

(e) Not recorded separately. See footnote (a).



Sales of principal products of the trade by establishments  
classified to other trades

## Larger establishments in Great Britain

TABLE 9

	1951		1948
	Value	Entries	Value
	£'000	No.	£'000
Built-in wooden and/or metal furniture and fittings (excluding amounts charged for fitting)			
For shops and offices (including banks)	912	278	839
For ships	178	11	235
For other purposes	312	67	2,101
For ships and other purposes, not separately distinguished	631	88	-
Exhibition stands	229	71	69
Outside commercial blinds	100	10	40
Shop fronts (excluding amounts charged for fitting)	100	12	96
Total	2,463	..	3,380
Less the value of goods included above and used in shop and office fitting	153	..	54
	2,310	..	3,326
Shop and office fitting (a)			
Shop fronts	44	7	26
Other shop and office fitting	227	38	216
Signs and signwriting (a)	136	554	228
Exhibition stand hire (a)	31	7	-
Total	2,747	..	3,796

(a) Amount charged.

Sales in the trade of other  
than principal products

## Larger establishments in Great Britain

TABLE 10

	1951	1948
	£'000	£'000
Furniture and cabinet ware of wood	628	709
Builders' woodwork	375	294
Other manufactures of timber	261	
Soft furnishing goods	11	45
Other goods made	1,096	1,048
Work done, including building and contracting work other than shop and office fitting (a)	902	1,181
	3,274	3,278

(a) Amount charged.

TABLE 11 - Production, exports and imports of certain principal products

This table is not applicable to the trade.

## Usage of certain specified purchased materials, 1951

## Larger establishments in Great Britain

TABLE 12

Materials used	Quantity
	Th.cu.ft.
Timber (other than reclaimed), including that used for packing or packing case manufacture but excluding joinery, other fabricated woodwork and purchased packing cases	
Hardwood	900
Softwood	531
Cotton waste	Th. lbs. 12
Cotton linters	2
	Th.sq.yds. 604
Woven cotton cloth	
Woven cloth of rayon, nylon, etc., or of rayon, nylon, etc. mixed with materials other than silk	6

## Employment in September

## Larger establishments (a)

TABLE 13

(i) Operatives

	Great Britain					Number
	1951(b)	1950(b)	1949(b)	1948(c)	1935(c)	
Males						
Under 18	1,112	1,185	1,286	1,121	1,463	
All ages	13,189	12,114	12,472	11,092	14,003	
Females						
Under 18	64	69	54	71	116	
All ages	898	854	808	758	527	
Total						
Under 18	1,176	1,254	1,340	1,192	1,579	
All ages	14,087	12,968	13,280	11,850	14,530	

(ii) Administrative, technical and clerical employees (d)

	Great Britain					Number
	1951	1950	1949	1948	1935	
Males						
Under 18	74	95	89	137	153	
All ages	2,340	2,091	1,861	1,589	1,817	
Females						
Under 18	122	140	119	145	77	
All ages	972	848	814	719	523	
Total						
Under 18	196	235	208	282	230	
All ages	3,312(e)	2,939(e)	2,675(e)	2,308(e)	2,340	

(continued overleaf)



TABLE 13 (contd.)

	Great Britain					Number
	1951	1950	1949	1948	1935	
<b>Males</b>						
Under 18	1,186	1,280	1,375	1,258	1,616	
All ages	15,529	14,205	14,333	12,681	15,820	
<b>Females</b>						
Under 18	186	209	173	216	193	
All ages	1,870	1,702	1,622	1,477	1,050	
<b>Total</b>						
Under 18	1,372	1,489	1,548	1,474	1,809	
All ages	17,399(e)	15,907(e)	15,955(e)	14,158(e)	16,870	

(a) Excluded employees. The following persons were employed at the larger establishments in this trade in 1951 but are not included in the above tables or in any other Census of Production report (e.g., employees engaged in merchanting):-

Canteen workers	3 Males	62 Females
Other workers	155 Males	55 Females

(b) In week ended September 22, 1951, September 30, 1950, and September 24, 1949.

(c) Average for the year.

(d) In week ended September 22, 1951, September 30, 1950, September 24, 1949, September 25, 1948, and October 12, 1935.

(e) Working proprietors. In addition working proprietors, shown in Table 13 (iv) below, were engaged in this trade in larger establishments. The 1935 figure includes working proprietors.

	Great Britain				Number
	1951	1950	1949	1948	
<b>Males</b>					
Under 18	43	38	48	32	
All ages	4	3	3	3	
<b>Females</b>					
Under 18	4	3	3	3	
All ages	4	3	3	3	
<b>Total</b>					
Under 18	47	41	51	35	
All ages	47	41	51	35	

## Average employment

## Larger establishments (a)

	Great Britain					Number
	1951	1950	1949	1948	1935	
<b>Operatives</b>						
Administrative, technical and clerical employees	14,074	12,932	12,991	11,850	14,530	
	3,288	2,887	2,589	2,308(b)	2,340(b)	
<b>Total</b>						
	17,362	15,819	15,580	14,158	16,870	

(a) For employment in small firms (employing on the average ten or fewer persons) that made satisfactory returns, see Table 2.

(b) In week ended September 25, 1948, and October 12, 1935. The 1935 figure includes working proprietors. Outworkers. In addition to the employees shown above the firms in this trade employed outworkers whose numbers are shown below.

	Great Britain				
	1951	1950	1949	1948	1935
<b>Males</b>					
Under 18	-	-	6	5	273
All ages	9	8	21	9	-
<b>Females</b>					
Under 18	-	-	-	-	-
All ages	9	8	27	14	273

Shift working, 1951 (a)  
Larger establishments in Great Britain

TABLE 15

	Total number of man-shifts worked in the week	Total number of shift-hours worked in the week	Number of returns showing the systems stated
Continuous 3 shift systems per 24 hours averaging 8 hours per shift	-	-	-
Continuous 4 shift systems per 24 hours averaging 6 hours per shift	-	-	-
All 2 shift systems	770	7,368	1
Other shift systems	125	1,375	1
<b>Total</b>	895	8,743	(b)

(a) Shift working during week ended September 22, 1951.

(b) The number and percentage of returns showing shift working and of operatives on shift-work were as follows:-

	Returns		Operatives		
	Total in trade	Showing shift-work	Total in trade	Total on returns showing shift-work	Number employed on shift-work
Number	264	2	14,087	642	166
Percentage of total in trade	100.0	0.8	100.0	4.6	1.2
Percentage of total on returns showing shift-work				100.0	25.9

## Wages and salaries and employers' National Insurance contributions paid during the year

## Larger establishments

TABLE 16

	Great Britain				£'000
	1951	1950	1949	1948	
<b>Wages and salaries (a) of</b>					
Operatives	5,536	4,629	4,479	3,907	
Administrative, technical and clerical employees	1,604	1,359	1,239	1,059	
<b>Total</b>	7,139	5,988	5,718	4,966	
<b>Employers' contributions to all National Insurance Schemes</b>	179	161	164	130	

(a) Including bonus and commission payments, but excluding payments to outworkers shown below.

£'000				
Great Britain				
1951	1950	1949	1948	
1	1	4	1	



## MANUFACTURES OF WOOD AND CORK

Plant, machinery and vehicles - acquisitions and disposals,  
and capital expenditure on new building work

Larger establishments

	Great Britain			£'000
	1951	1949	1948	
Plant, machinery and vehicles				
Acquisitions				
Plant and machinery				
New	125	136	135	
Second-hand	7	11	4	
Vehicles				
New	110	69	44	
Second-hand	41	21	20	
Total acquisitions	283	237	203	
Disposals				
Plant and machinery	6	5	4	
Vehicles	36	17	7	
Total disposals	43	22	12	
New building work				
Capital expenditure on new building and other constructional work of a capital nature (excluding site values and development charges)	113	46	108	

## COUNTRY TABLES, 1951

Summary: Larger establishments

	England	Wales	Scotland	Great Britain
	£'000	£'000	£'000	£'000
Gross output (production)	18,590	171	891	19,653
Cost of materials and fuel used	7,900	75	442	8,417
Payment for work done on materials given out	327	-	1	328
Transport payments	183	1	7	191
Net output	10,180	95	441	10,716
Wages and salaries of persons employed	6,777	65	297	7,139
Average number of persons employed (a)	No. 16,384	No. 184	No. 841	No. 17,409
Net output per person employed (a)	£ 621	£ 515	£ 524	£ 616
Stocks at end of year	£'000	£'000	£'000	£'000
Products on hand for sale and work in progress	2,042	30	88	2,161
Materials and fuel	2,391	40	86	2,517
Number of establishments	No. 260	No. 4	No. 18	No. 282

The values of gross output and of materials and fuel used are derived in the following way:-

	£'000	£'000	£'000	£'000
Output of firms in this trade				
Total value of sales (see Table 20)	18,498	154	900	19,552
Changes in stocks and work in progress (see Table 21)	+ 92	+ 17	- 9	+ 101
Gross output (production)	18,590	171	891	19,653
Materials and fuel used by firms in this trade				
Purchases	8,406	99	462	8,966
Changes in stocks (see Table 21)	- 506	- 23	- 19	- 549
Materials and fuel used	7,900	75	442	8,417

(a) Excluding outworkers but including working proprietors.

(90883/1)

## SHOP AND OFFICE FITTING COUNTRY TABLES

Summary

Small firms (a)

	England	Wales	Scotland	Great Britain
Number of returns	528	7	15	550
Average number of persons employed (b)				
Males	1,907	22	66	1,995
Females	143	2	13	158
Total	2,050	24	79	2,153

(a) Small firms (employing on the average ten or fewer persons) that made satisfactory returns.

(b) Including working proprietors.

Sales in the trade

Larger establishments

	England and Wales	Scotland	Great Britain
	£'000	£'000	£'000
Principal products			
Built-in wooden and/or metal furniture and fittings (excluding amounts charged for fitting)			
For shops and offices (including banks)	4,406	406	4,812
For ships	(a)	(a)	542
For other purposes	(a)	(a)	959
Exhibition stands	(a)	(a)	1,578
Outside commercial blinds	(a)	(a)	930
Shop fronts (excluding amounts charged for fitting)	2,022	68	2,090
Total	10,372	540	10,912
Less the value of goods included above and used in shop and office fitting	5,598	471	6,070
	4,774	68	4,842
Shop and office fitting (b)			
Shop fronts	2,915	90	3,005
Other shop and office fitting	5,358	587	5,945
Signs and signwriting (b)	671	2	674
Exhibition stand hire (b)	(a)	(a)	1,812
Total principal products	(a)	(a)	16,278
Other output			
Furniture and cabinet ware of wood	607	21	628
Builders' woodwork	(a)	(a)	375
Other manufactures of timber	261	-	261
Soft furnishing goods	11	-	11
Other goods made	(a)	(a)	1,096
Work done, including building and contracting work other than shop and office fitting (b)	829	73	902
Total	18,652	900	19,552

(a) Owing to the risk of disclosure of information relating to individual firms separate particulars cannot be given.

(b) Amount charged.

(90883/1)



Stocks of products on hand for sale and work in progress,  
and stocks of materials and fuel

Larger establishments

£'000

		England and Wales	Scotland	Great Britain
Products on hand for sale	{at beginning of year	144	1	145
	{at end of year	173	2	174
Work in progress	{at beginning of year	1,819	96	1,915
	{at end of year	1,900	87	1,987
Total products on hand for sale and work in progress	{at beginning of year	1,963	97	2,060
	{at end of year	2,073	88	2,161
Materials and fuel	{at beginning of year	1,902	66	1,969
	{at end of year	2,432	86	2,517

Employment in September  
Larger establishments (a) (b)

	England and Wales	Scotland	Great Britain
Males	1,046	66	1,112
Under 18	12,523	666	13,189
All ages			
Females	59	5	64
Under 18	852	46	898
All ages			
Total	1,105	71	1,176
Under 18	13,375	712	14,087
All ages (c)			

	England and Wales	Scotland	Great Britain
Males	70	4	74
Under 18	2,250	90	2,340
All ages			
Females	114	8	122
Under 18	911	61	972
All ages			
Total	184	12	196
Under 18	3,161	151	3,312
All ages (c)			

TABLE 22 (contd.)

(iii) Total employees

	England and Wales	Scotland	Great Britain
Males			
Under 18	1,116	70	1,186
All ages	14,773	756	15,529
Females			
Under 18	173	13	186
All ages	1,763	107	1,870
Total			
Under 18	1,289	83	1,372
All ages (c)	16,536	863	17,399

(a) Excluded employees. The number of persons employed at the larger establishments in this trade but not included in the above tables or in any other Census of Production report (e.g., employees engaged in merchandising) are shown in Table 22(v) below.

(b) Number employed in the week ended September 22, 1951.

(c) Working proprietors. In addition working proprietors, shown in Table 22(iv) below, were engaged in this trade in larger establishments.

(iv) Working proprietors

	England and Wales	Scotland	Great Britain
Males	33	10	43
Females	4	-	4
Total	37	10	47

(v) Excluded employees

	England and Wales	Scotland	Great Britain
Canteen workers			
Males	3	-	3
Females	61	1	62
Total	64	1	65
Other workers			
Males	151	4	155
Females	55	-	55
Total	206	4	210
Total excluded employees	270	5	275

Average employment

Larger establishments (a)

TABLE 23

	England and Wales	Scotland	Great Britain
Operatives	13,392	682	14,074
Administrative, technical and clerical employees	3,139	149	3,288
Total	16,531	831	17,362

(a) For employment in small firms (employing on the average ten or fewer persons) that made satisfactory returns see Table 19.

Outworkers. In addition to the employees shown above the firms in this trade employed 9 female outworkers, all in England and Wales.



Wages and salaries and employers' National Insurance contributions paid during the year

Larger establishments

	England and Wales	Scotland	Great Britain
Wages and salaries (a) of			
Operatives	5,303	232	5,536
Administrative, technical and clerical employees	1,539	65	1,604
Total	6,842	297	7,139
Employers' contributions to all National Insurance Schemes	170	9	179

(a) Including bonus and commission payments but excluding payments to outworkers, in England and Wales, amounting to £1,000.

Plant, machinery and vehicles - acquisitions and disposals, and capital expenditure on new building work

Larger establishments

	England and Wales	Scotland	Great Britain
Plant, machinery and vehicles			
Acquisitions			
Plant and machinery			
New	119	6	125
Second-hand	5	1	7
Vehicles			
New	103	8	110
Second-hand	38	3	41
Total acquisitions	265	18	283
Disposals			
Plant and machinery	6	-	6
Vehicles	32	5	36
Total disposals	38	5	43
New building work			
Capital expenditure on new building and other constructional work of a capital nature (excluding site values and development charges)	112	1	113

Payments for transport services for finished goods sold and materials and fuel purchased

Larger establishments

	England and Wales	Scotland	Great Britain
Amounts paid to other firms and undertakings	151	5	155
Amount paid or credited to firms' own separate transport organisations	33	3	36
Total	184	7	191

GENERAL NOTES

The following brief notes refer to Great Britain and, unless otherwise stated, to the census of production for 1951. Reference should be made to the separate booklet in this series entitled 'The Report on the Census of Production for 1951: Introductory Notes' (price 1s.6d. net) for particulars of the minor differences in the Northern Ireland censuses and other details about the census of production.

**Trade classification:** Establishments are classified to trades according to the nature of their output. Certain products, called principal products, are identified as characteristic of the production of individual trades, the principal products for a given trade being of a similar nature or commonly associated in production. An establishment is classified to a trade if its output of principal products of that trade accounted for a greater proportion of the value of its output than did its output of principal products of any other trade.

**The establishment:** The basic unit for the collection of information is generally the establishment which in most cases comprises the whole of the premises under the same ownership or management at a particular address (e.g., a factory). Offices, warehouses and other ancillary places of business situated apart from the producing works are included in the return for the works.

**Larger establishments and small firms:** Larger establishments are those which employed more than 10 persons on the average during the year; small firms are those employing on the average 10 or fewer persons.

**Working proprietors** are proprietors of businesses other than limited companies, and include members of their families who work in the business without receiving fixed wages or salaries. Any persons working less than half the normal hours are excluded.

**Persons employed:** Administrative employees include directors other than those paid by fee only, managers, superintendents and works foremen; research, experimental, development, technical and design employees (other than operatives); draughtsmen and tracers; and travellers and office (including works office) employees. Operatives include all other classes of employees, that is, broadly speaking, all manual workers.

All these figures exclude canteen employees and persons engaged in merchandising or any other activity not covered by a firm's return who are shown separately as excluded employees.

Figures for employees include only persons on the pay-roll (that is whose National Insurance cards were held by the firm), whether full-time or part-time employees.

**Outworkers,** who are shown separately, are persons employed by the firm who work on materials supplied by the firm, but do not work on the premises; operatives directly employed who work out of doors (e.g., maintenance workers) and sub-contractors are not included as outworkers.

**Wages and salaries** include all overtime payments, bonuses, and commissions, without any deduction for income tax, insurance, contributory pensions, etc. They exclude payments to working proprietors.

**Capital expenditure:** Expenditure on plant, machinery and vehicles relates to expenditure charged to capital account during the year of return, including transport and installation costs involved. Expenditure on new building work is similarly that charged to capital account during the year.

**Materials and fuel:** The cost of materials and fuel purchased includes all purchases during the year of materials for use in production and of fuel (including oil, gas, and electricity for all purposes, including heating and lighting); all packing materials, including the full cost of returnable containers when first purchased; workshop materials; office materials; water charges; materials for repairs to firms' own buildings, plant and vehicles when carried out by

their own work people included in the return; and consumable tools and parts for machinery purchased as replacement. Materials, components, etc. which were purchased and re-sold in the same state (that is, merchanted or factored goods) were excluded. For 1951 firms in many trades were required to state the quantities of certain purchased materials used.

**Stocks and work in progress:** Firms were instructed to give these at income tax value.

**Output:** Sales means sales during the year of goods made in the establishment covered by the return or made on commission for it, whether produced in the year or not. For all post-war censuses the value of sales was the net selling value, that is, the amount charged to customers, whether on an ex-works or delivered basis, and net of any trade discounts, agents' commissions, allowances for returnable cases, purchase tax, etc. For goods charged on a delivered basis to customers overseas, firms were required to give the f.o.b. value.

**Gross output** of a trade is the total value of goods made and other work done during the year; this means the value of sales and work done during the year adjusted for changes in the values of stocks.

**Net output** is the amount left after deducting from the value of gross output the aggregate of the cost of materials and fuel used and the amount paid for work given out and, for 1951, any transport payments included in firms' returns. This represents the value added to materials by the process of production, and constitutes the fund from which wages, salaries, rents, rates and taxes, advertising and other selling expenses and all other similar charges have to be met as well as depreciation and profits.

**Customs and Excise Duty** paid on materials purchased is included in the cost of materials, but where it is especially important separate figures are shown.

**Later reports:** Reports will be published later summarising the main census results and giving information about power equipment and fuel consumption.

**Disclosure of information:** The report has been prepared in conformity with the disclosure provisions of the Statistics of Trade Act, 1947. Figures have been combined with others of a similar nature in certain cases where publication of separate details might disclose the operations of an individual firm.

**Symbols used:** '..' for 'Not available', '-' for 'Nil or negligible (less than half the final digit shown)'

The figures in the tables have been rounded off to the nearest final digit, and there may be an apparent slight discrepancy between the sums of the constituent items and the totals shown.

Tables 1 to 17 show figures for the United Kingdom (or Great Britain).

Tables 18 to 26 are country tables and give, where practicable, separate details for England and Wales, Scotland and Northern Ireland.

Table 6: Specialist producers refer to those establishments 50 per cent. or more of whose total output by value is accounted for by the groups of products specified.

Table 8 (or 8(i)) shows the total sales of principal products of the trade, and includes therefore the sales of these products returned by establishments whether classified to the trade or to other trades. Those produced by establishments in other trades are shown in Table 9.

Table 10 shows the sales by establishments in the trade of products other than those regarded as principal products of the trade.

Table 20 (or 20(i)) shows sales by establishments in the trade of products, whether principal products or not, and broadly the aggregates here are equal to the corresponding figures in Table 8 (or 8(i)) less those in Table 9, plus those in Table 10.



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PRINTED IN GREAT BRITAIN