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Publication of the Government Statistical Service

# **Business Monitor**

DEPARTMENT OF TRADE AND INDUSTRY BUSINESS STATISTICS OFFICE

# Report on the Census of Production 1970

C74 Radio and electronic components

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Publication of the Government Statistical Service

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DEPARTMENT OF TRADE AND INDUSTRY BUSINESS STATISTICS OFFICE

# Report on the Census of Production 1970

C74 Radio and electronic components

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)

## Special Note for Purchasers

Commencing with the 1970 Census, the Census of Production reports will in future be published annually as part of the Business Monitor series. They will continue to be available on standing order from HMSO, but they are not included in the global subscription arrangements for the Business Monitor series.

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Spirit distilling and compounding

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Synthetic resins and plastics materials

Pharmaceutical chemicals and preparations

Salt and miscellaneous non-metalliferous

Introductory Notes

mining and quarrying

Sugar

Margarine

Soft drinks

Tobacco

and organic)

Paint

C36 Fertilizers

C37 Polishes

C41

C45

Toilet preparations

Soap and detergents

and synthetic rubber

Dyestuffs and pigments

Printing ink Surgical bandages, etc.

Iron and steel (general)

Miscellaneous base metals

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Steel tubes

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C38 Formulated adhesives, gelatine, etc.

Explosives, fireworks and matches

Photographic chemical materials

Aluminium and aluminium alloys

Copper, brass and other copper alloys

Agricultural machinery (except tractors)

Formulated pesticides and disinfectants

C78 Electric appliances primarily for domestic use
Miscellaneous electrical goods

Shipbuilding and marine engineering

Motor vehicle manufacturing Motor cycle, tricycle and pedal cycle

Aerospace equipment manufacturing

Locomotives and railway track equipment

Wire and wire manufactures

C94 C95 Drop forgings, etc. Metal hollow-ware

C100 Weaving of cotton, linen and man-made fibres

Woollen and worsted

Rope, twine and net

C104 Hosiery and other knitted goods

C105 Lace

C106 Carpets

C107

C111

Leather (tanning and dressing) and

Gloves

Footwear

C125 Pottery

Abrasives

Pumps, valves and compressors Industrial engines C130

Textile machinery and accessories Construction and earth moving equipment Mechanical handling equipment

Office machinery

C58 Mining machinery
C59 Printing, bookbinding and paper goods making machinery

C60 Refrigerating machinery (except domestic type refrigerators)

Space heating, ventilating and airconditioning equipment

Food and drink processing machinery

Miscellaneous (non-electrical) machinery Industrial (including process) plant and steelwork

Ordnance and small arms

General mechanical engineering Photographic and document copying equipment

Watches and clocks Surgical instruments and appliances Scientific and industrial instruments

and systems Electrical machinery Insulated wires and cables

Telegraph and telephone apparatus and

Radio and electronic components Broadcast receiving and sound reproducing equipment

Electronic computers Radio, radar and electronic capital goods Wheeled tractor manufacturing

manufacturing

and repairing Railway carriages, wagons and trams Engineers' small tools and gauges

Hand tools and implements
Cutlery, spoons, forks and plated tableware, etc.
Bolts, nuts, screws, rivets, etc.

C91 C92 Cans and metal boxes

Jewellery and precious metals Metal furniture

Miscellaneous metal goods

Production of man-made fibres
Spinning and doubling on the cotton and flax systems

Narrow fabrics
Made-up household textiles and handkerchiefs C108

Canvas goods and sacks, etc. Textile finishing C110

Ashestos

Miscellaneous textiles

fellmongery Leather goods C114

C116

Waterproof outerwear Men's, and boys' tailored outerwear Women's and girls' tailored outerwear

Overalls and men's shirts, underwear, etc. Dresses, lingerie, infants wear, etc. Hats, caps and millinery C120

Corsets and miscellaneous dress industries

C123 C124 Bricks, fireclay and refractory goods

C126 C127 Glass C128 Cement

Miscellaneous building materials and mineral

products Timber

Furniture and upholstery Bedding and soft furnishing Shop and office fittings Wooden containers and baskets C132 C133

Miscellaneous wood and cork manufacturers Paper and board

Cardboard boxes, cartons and fibre-board packing cases

Packaging products of paper and associated materials (other than board) Manufactured stationery

Wallcovering C141 Miscellaneous manufactures of paper and board Printing, publishing of newspapers and

periodicals General printing, publishing, etc.

C144 Rubber C145 Linoleum, plastics floor covering, leathercloth, etc.

Brushes and brooms Toys, games and children's carriages

Sports equipment C148 Miscellaneous stationers' goods Plastics products

Musical instruments Miscellaneous manufacturing industries

Electricity Water supply Summary tables C74 Radio and electronic components

This report on the Radio and Electronic Components Industry relates to establishments engaged wholly or mainly in manufacturing electronic valves (including cathode ray tubes, but excluding glass envelopes), semiconductors and electronic rectifiers; integrated circuits, including thin and thick film passive and hybrid circuits, monolithic semi-conductor circuits; and radio and electronic components and assemblies including resistors, capacitors, inductors, circuit breakers for electronic equipment, sound reproduction components, printed circuits and other components and assemblies not elsewhere specified. The manufacture of electronic components for broadcast receiving and sound reproducing equipment is included.

The industry corresponds to minimum list heading 364 in the Standard Industrial Classification (revised 1968) which was used for the first time as a basis of classification in the 1968 census, when it was reported as part 74. The definition of the industry is the same for the 1968 and 1970 censuses. The figures given for 1963 have been reclassified as far as possible according to the Standard Industrial Classification (revised

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

C74.9

Table Title Page No Section I - Estimates for all United Kingdom establishments in the industry Net output, 1963, 1968 and 1970 - Establishments classified to the industry C74.3 Capital expenditure and stocks, 1963, 1968 and 1970 - Establishments classified to the industry C74.4 Analysis of establishments by size, 1970 - Establishments classified to the C74.5 Percentage analysis of employees by age and sex, 1970 - Establishments classified to the industry C74.6 Regional distribution of employment, net capital expenditure and net output, 1970 -Establishments classified to the industry C74.7 Section II - Analysis of returns received Analysis of net output of returns received from establishments employing 25 or more persons, 1963, 1968 and 1970 C74.8

Percentage analysis of twelve-month periods covered by returns from establishments

employing 25 or more persons, 1970

Net output, 1963, 1968 and 1970

TABLE 1

All United Kingdom establishments classified to the industry (a)

(4) (89) 5 (6)	Unit	1963	1968	1970
Enterprises	Number	345	628	827
Establishments (b)	11	444	773	915
Sales of goods produced and work done	£,000	140 555	275 620	414,693
Services rendered to other organisations (c)	11	142,555	275,629	1,465
Goods merchanted or factored .	п	0.001	40.015	27,478
Canteen takings	п	6,221	49,815	1,535
Total sales and work done	11	148,776	325,444	445,171
Change during the year, goods on hand for sale	11	_ 89	+ 3,256	+ 2,425
Change during the year, work in progress	11	+ 421	+ 3,365	+ 2,595
Gross output	H H	149,108	332,064	450,190
Cost of purchases	п	54,480	145,722	194,884
Change during the year, stocks of materials, stores and fuel	11.	+ 557	+ 3,242	+ 4,727
Payments to other organisations		8 1000 to 800	in alleraute of	A Continue Advant
for work done on materials given out	11	1,047	2,276	6,255
for transport by road	II .		965	1,490
for transport by rail, water, air and Post Office parcel services (d)	II.	841	332	1,112
\$16.85   A20.81   \$16.8			SLES 201	Baron on head
Total costs	11	55,811	146,053	199,013
Net output	п	93,297	186,012	251,177
Total employment (including working		8 9 5		44
proprietors) (e)	Thousands	84.7	108.6	126.2
		ergene	a digment went	Ser Spigse
Net output per head	£	1,102	1,712	1,990

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

<sup>(</sup>b) See definition of establishments in notes on page (iii).

<sup>(</sup>c) Amounts charged for hiring out plant, machinery or other goods, for providing transport, or for any technical or other services rendered.

<sup>(</sup>d) For 1963 and 1968, payments for postal services are excluded.

<sup>(</sup>e) Average number of persons employed during the year.

Capital expenditure and stocks, 1963, 1968 and 1970

All United Kingdom establishments classified to the industry (a)

			4000		1000 // 1
Utersones and andress and	A CONTRACTOR	order 1399s color	1963	1968	1970 (b)
Capital expenditure			£'000	£,000	£,000
New building work			1,423	1,868	8,015
Land and existing buildings			apple 1	tree bus becomen	aimon lo metal
Acquisitions			262	562	928
Disposals			128	322	78
Plant and machinery					Canteen Laking
Acquisitions		Consulate superior	5,492	14,343	21,642
Disposals			562	540	1,391
Vehicles			progress	n know , many solk in	Chaige during
Acquisitions		eac freementshifts	338	757	1,200
Disposals		10	141	368	1,045
Total net capital expendi	ture (c)		6,684	16,299	29,271
Stocks and work in progress at	end of year			a collegion to	to of eleanyard
Materials, stores and fuel			11,307	27,371	45,105
Work in progress			11,048	19,337	31,511
Goods on hand for sale			8,314	18,354	23,371
Total stocks			30,669	65,062	99,987

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

<sup>(</sup>b) Capital expenditure in respect of manufacturing establishments where production had not commenced before the end of the year, is included for 1970.

<sup>(</sup>c) Acquisitions <u>less</u> disposals.

TABLE 3

Analysis of establishment by size, 1970

All United Kingdom establishments classified to the industry (a)

				Employ	ees	Wages and	salaries	Wages and s		Total	0		Net	Capital	Total stocks and work in
Size group (b)	Enterprises (c)	Estab- lishments (d)	Total employment (b)	Operatives	Others (e)	Operatives	Others (e)	Operatives	Others (e)	sales and work done (f)	Gross output	Net output	output per head	expenditure (net) (g)	progress at end of year
	Number	Number	Number	Number	Number	£'000	£'000	£	£	£,000	£,000	£,000	£	£,000	£,000
1-10	390	390	2,374												
11-24	204	204	3,646	9,888	3,606	8,300	5,297	839	1,469	50,053	52,284	25,859	1,897	3,252	11,811
25-49	53	54	1,969	3,000	3,000	0,000	0,201	000	1,400	00,000	02,201	20,000	1,001	0,202	11,011
50-99	76	80	5,644												
100-199	46	50	7,321	5,597	1,695	4,448	2,250	795	1,328	22,494	22,656	13,182	1,801	1,272	6,280
200-299	41	46	10,931	8,074	2,834	6,248	4,040	774	1,426	40,141	40,932	20,063	1,835	2,740	8,561
300-499	23	36	12,789	8,224	4,561	6,568	6,190	799	1,357	60,491	60,342	29,411	2,300	3,650	15,689
500-749	15	16	10,333	7,230	3,101	5,709	4,173	790	1,346	34,286	35,101	19,439	1,881	2,093	8,273
750-999	7	10	9,084	6,190	2,894	5,541	4,122	895	1,424	32,888	32,749	20,125	2,215	4,263	7,491
1,000-1,999	9	16	21,259	14,426	6,832	13,261	9,945	919	1,456	68,021	68,364	41,833	1,968	3,612	18,689
2,000-2,999	5	7	15,916	11,075	4,841	9,676	7,971	874	1,647	52,228	52,702	32,299	2,029	3,716	8,368
3,000 and over	5	6	24,962	18,313	6,649	15,282	9,952	834	1,497	84,569	85,060	48,965	1,962	4,672	14,825
Total	827	915	126,228	89,017	37,013	75,033	53,940	843	1,457	445,171	450,190	251,177	1,990	29,271	99,987

- (a) Including estimates for establishments not making satisfactory returns and for establishments employing less than 25 persons.
- (b) Average number employed during the year (including working proprietors) by the establishment.
- (c) The sum of the figures for the size groups exceeds the total for the industry to the extent that enterprises made returns for establishments in more than one size group.

- (d) See definition of establishments in notes on page (iii).
- (e) Administrative, technical and clerical employees.
- (f) Including sales of goods merchanted or factored and canteen takings. Also includes 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).
- (g) Acquisitions <u>less</u> disposals.

TABLE 5

Percentage analysis of employees, by age and sex, 1970 (a)

All United Kingdom establishments classified to the industry

Ages	Males	Females	All employees	
the the second of the later of the	per cent	per cent	per cent	
Under 18	2	3	5	
18 and over	46	49	95	
All ages	48	52	100.0	

Source: Department of Employment

Regional distribution of employment, net capital expenditure and net output, 1970 All United Kingdom establishments classified to the industry

Area	Average employ	number ed (a)	expenditure (b) estab		establishme	atput and employment in the region of ishments with more than 80 per cent of employment in the region (c)					
	ega, pwg-	FRE 823	1 200 X		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				
	stalte.	380,8				The the region	New York Control of the Control				
100 TO 10	Thousands	per cent of United Kingdom	£'000	per cent of United Kingdom	£,000	es, and oura done	as farot garan egneth				
Standard Regions of England	913.6 +	905			shargond	si know trans od	garrab opposit				
North	7.3	5.8	937	3.2	7,861	68.7	3.1				
Yorkshire and	785,625	1799,00				-	and the same				
Humberside	2.0	1.6	392	1.3	809	29.7	0.3				
East Midlands	7.5	6.0	1,241	4.2	10,665	80.8	4.2				
East Anglia	5.7	4.5	533	1.8	2,800	37.9	1.1				
South East	55.3	43.8	12,153	41.6	87,176	73.4	34.7				
South West	9.0	7.1	1,809	6.2	13,923	91.9	5.6				
West Midlands	*	*	*	*	*	*	*				
North West	*	*	*	*	*	. 1014F*   151 VA	*****				
England	106.8	84.6	24,587	84.0	167,750	75.1	66.7				
Wales	*	*	*	*	*	*	*				
Scotland	10.0	7.9	2,763	9.4	17,996	96.1	7.2				
Great Britain	*	*	*	*	*	*	*				
Northern Ireland	4 19 *	*	*	*	*	*	*				
Unallocated (d)	217 7-	Ser I		-	52,394	hazid yang ti	20.9				
United Kingdom	126.2	100.0	29,271	100.0	251,177		100.0				

- (a) Including working proprietors.
- (b) New building work plus acquisitions <u>less</u> disposals of land and existing buildings, plant and machinery and vehicles: including capital expenditure at establishments not yet in production.
- (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.

<sup>(</sup>a) The percentages relate to the numbers employed (excluding working proprietors) at mid-June, 1970.

TABLE 7

Analysis of net output of returns received from United Kingdom establishments employing 25 or more persons, 1963, 1968 and 1970

	Unit	1963	1968	1970
Enterprises	Number	132	178	183
Establishments (a)	11	231	305	246
Sales of goods produced and work done	£'000			356,766
Services rendered to other organisations (b)	. 11	38,491	263,609	1,334
Goods merchanted or factored	п			22,604
Canteen takings	11	6,044	47,642	1,434
Total sales and work done	и ост	144,535	311,251	382,139
Change during the year, goods on hand for sale	п	- 86	+ 3,114	+ 1,407
Change during the year, work in progress	11	+ 409	+ 3,218	+ 1,944
Gross output	11	144,858	317,583	385,490
Cost of purchases	п	52,927	139,367	164,475
Change during the year, stocks of materials, stores and fuel	п	+ 541	+ 3,101	+ 3,744
Payments to other organisations				alless to
for work done on materials given out	п	1,017	2,177	4,613
for transport by road	11		923	1,286
for transport by rail, water, air and Post Office parcel services (c)	11	817	318	871
				time
Total costs	H	54,220	139,684	167,501
Net output	11	90,638	177,900	217,989
Total employment (including working proprietors) (d)	Thousands	82.2	103.9	109.1
Net output per head	£	1,102	1,712	1,997

(a) See definition of establishments in notes on page (iii).

(b) Amounts charged for hiring out plant, machinery or other goods, for providing transport, or for any technical or other services rendered.

(c) For 1963 and 1968, payments for postal services are excluded.

(d) Average number of persons employed during the year.

Percentage analysis of twelve-month periods covered by returns received from United Kingdom establishments employing 25 or more persons, 1970

	Accounting year ended	Percentage of total returns received	Percentage of total numbers employed
	A PROPERTY OF THE STATE OF THE	per cent	per cent
1970	April (a)	2.0	0.9
	May	2.8	0.8
	June	9.4	10.5
	July	4.9	4.2
	August	2.4	0.7
	September	4.1	0.9
	October	4.1	2.1
	November	0.8	0.2
	December	40.7	52.0
1971	January	6.9	6.5
	February	0.4	0.1
	March (b)	21.5	21.3
		100.0	100.0

(a) From 6th April.

(b) Including returns made for twelve-month period ending 1st to 5th April 1971.

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### 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 C1 of the Report on the Census of Production for

#### GENERAL INFORMATION

Changes compared with 1968

The questions asked in the 1970 census were similar to those in the 1968 census with certain exceptions. In particular the 1970 census returns did not ask for details of:-

- (i) purchases or sales by commodities
- (ii) payments of rates
- (iii) payments for repairs and maintenance
- (iv) costs of operating road goods vehicles.

The amounts payable to other organisations for transport of goods however, did include the cost of the Post Office parcel services.

Other changes concern the treatment of firms employing less than 25 persons and the rules used for classifying establishments to industry. Any such changes are explained in the following paragraphs, or in the introductions to the industry reports, or by footnotes to the tables.

#### Industrial classification

Establishments were 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 in its sales of the principal products of any other industry. Classification of an establishment in this census was based on the establishment's return to the Census of Production, 1968.

Establishments added to the register subsequent to the 1968 census were classified on the basis of the description of the business given by the respondent.

#### Coverage

Detailed census returns were generally sought only from establishments employing on average 25 or more persons, but in 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 despatch; if their employment was below the exemption limit for their industry establishments were asked to supply figures only of total employment and total sales.

## 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 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.

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

#### Capital expenditure

### (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 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.

Capital expenditure during the year in respect of manufacturing establishments where production had not started before the end of the year is excluded from the figures for both 1963 and 1968 but is included in the figures for 1970.

## Enterprise

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 worthwhile basis for analysis.

The definition of the establishment differed between the Censuses for 1963, 1968 and 1970. The definitions used were as follows:-1963: the establishment was normally the premises under the same ownership or management at a particular address.

1968: the establishment was defined, in accordance with Standard Industrial Classification (Revised 1968), as being the smallest unit which could provide the information normally required for an economic census, for example, employment, expenses, turnover and capital formation. Sometimes activities which are conducted as a single business are carried on at a number of addresses. In 1968 where the activities of such a business were closely integrated and the addresses, termed local units, were in close proximity the establishment was defined to cover the combined activities and a single return was accepted. When the activities were closely integrated but the addresses were not in close proximity a combined return was accepted but the individual addresses were treated—in the count of establishments in an industry, for instance—as separate establishments.

1970: the practice of treating as multi-unit establishments those businesses with closely integrated activities at a number of addresses in close proximity was extended to all those businesses where the local units were at more than one geographical location and detailed census information was not available for each unit. Separate figures were obtained, however, of employment and capital expenditure at each unit. The effect of this change is to reduce somewhat the number of establishments as compared with 1968.

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

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.

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

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. 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 H M 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 merchanting 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.

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.

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:

- nil or negligible (less than half the last significant figure)
- figures cannot be shown owing to risk of disclosing information about individual enterprises.

### ROUNDING OF FIGURES

Figures in the tables have, where necessary, been rounded to the nearest final digit; there may, therefore, be apparent slight discrepancies between the sums of the constituent items and the

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