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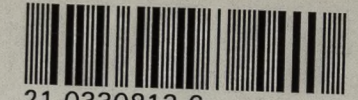
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"Our mission is to improve decision making, stimulate research and inform debate within government and the wider community by providing a quality statistical service"

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BUSINESS MONITOR

A publication of the Government Statistical Service

Report on the Census of Production 1992

Introductory notes

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

London: HMSO

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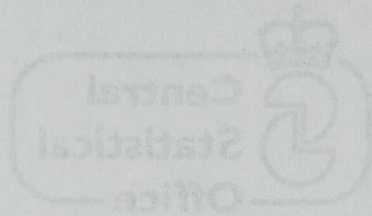
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BUSINESS MONITOR

A Division of the Government Statistical Service

Report on the
 Census of Production
 1992

Introductory notes

Prepared by the Director of the census
 to Parliament in pursuance of the Statute of Trade Act 1992
 1992, 11.04.92, Cm 32, 31

INTRODUCTION

1. The Report of the 1992 Census of Production is made up of 112 separate Business Monitors in the PA series:

Introductory notes	PA 1001
110 Industry Reports	PA 111-PA 500
Summary Volume	PA 1002

2. The Census of Production is conducted by the Central Statistical Office. It is a statutory inquiry carried out for Great Britain under the Statistics of Trade Act 1947 and for Northern Ireland under the Statistics of Trade and Employment (Northern Ireland) Order 1988. Information for both Great Britain and Northern Ireland is included in the Industry Reports and Summary Volume.

3. The Census is part of a comprehensive system of industrial statistics which also includes quarterly and annual inquiries into product sales and inquiries at less frequent intervals on purchases.

OBJECTIVES

4. The Census is conducted to meet the Statistical Directives of the European Community; and the varied needs of Government. The latter include the provision of weights for the Index of Production and the provision of capital expenditure and stocks data for use in compiling the national accounts.

5. The Census is similar to inquiries conducted by other members of the European Community. Information on production is supplied to the Statistical Office of the European Communities (SOEC) under two Directives: 64/475/EEC relating to capital expenditure and 72/221/EEC relating to economic activity data. Information is supplied to the Organisation for Economic Co-operation and Development (OECD) and the United Nations (UN). Results are also of interest to the business community, economic analysts, universities, local authorities and market researchers.

CENSUS PREPARATORY WORK

6. Outline proposals and significant changes in form design or content are agreed in consultation with appropriate bodies and sponsoring government departments for particular industries. There is a statutory obligation on the Central Statistical Office and on the Northern Ireland Department of Economic Development to conduct a Census each year.

INDUSTRIAL CLASSIFICATION

7. Since 1980, Censuses have been conducted on the Standard Industrial Classification Revised 1980 (SIC(80)). The Standard Industrial Classification exists to promote uniformity and comparability in the official statistics of the United Kingdom. The SIC(80) is the result of an attempt to align the United Kingdom classification with the General Industrial Classification of Economic Activities within the European Communities (NACE). It is based on activity rather than on commodities produced. A full description of SIC(80) is given in Standard Industrial Classification Revised 1980, obtainable from HMSO price £4.25. Figures for 'All manufacturing industries' on the 1968 classification can be calculated by adding information for Activity Headings 1115, 1200, 1401, 1402 and 1520 to, and deducting information for Activity Headings 2100, 2310, 2330 and 2396 from, information for Divisions 2 to 4 of SIC(80).

8. In 1990, however, the first revision of NACE was made by EC regulation. This regulation makes it necessary for the UK to introduce a new Standard Industrial Classification, SIC(92), based on NACE Rev I. The regulation guarantees comparability between national and Community classifications and therefore between

national and Community statistics. Full details of SIC(92) are given in 'Standard Industrial Classification 1992', obtainable from HMSO, price £17.50, reference ISBN 0 11 620551 2.

The first Census to be conducted on the basis of SIC(92) will be that for 1993. Business monitors published in respect of 1993 will contain data for that year only. However, a limited range of 1991 and 1992 data reworked to SIC(92) Section and Sub-Section level will be published as a supplement to the Census Summary Volume (PA1002).

REPORTING UNIT

9. From the earliest censuses of production until that for 1986 the reporting unit to the census was the establishment. This was defined as the smallest unit which could provide the full range of data required for an economic census. Establishments were asked, where possible, to exclude from their returns to the census any non-production activity.

10. In 1987, for a number of administrative and statistical reasons, a new system of company-based reporting was introduced. Under the new system the reporting unit to the census is, generally, the company, but there are some exceptions. These arise, for example, for large mixed activity companies which are asked to make separate returns to the census for each of their production activities on an establishment basis. Throughout this monitor this mixture of reporting units are referred to as "businesses". These businesses are no longer asked to exclude non-production activities.

11. In practice, since most businesses, both before and after the change, reported for the company as a whole, little difference to the main economic series has resulted from the change.

12. For most businesses, the returned data are appropriate to a single activity heading of SIC(80) and fall within a single geographical region. Where information covers a mixture of activities, the business is classified according to the main activity. Where the business operates at a number of different addresses then in order to enable regional data to be compiled, separate information on employment and capital expenditure is sought for each address.

13. For construction, coal extraction and manufacture of solid fuels, extraction of mineral oil and natural gas, production and distribution of electricity and gas and water supply industries, the reporting unit need not be a single geographical location and cannot be broken down into local units. Because of this, regional data are not available for these industries.

14. For certain tables in the Summary Volume, related businesses are combined to enterprise level. An enterprise is defined as one or more businesses under common ownership or control. Information about relationships between businesses, the changing structure of groups of companies and common ownership links is obtained from various, mainly published sources.

THE REGISTER

15. A register of businesses throughout the United Kingdom is held on the CSO computer and provides the basis for CSO inquiries. For each business the register contains identification particulars and information about its eligibility for inclusion in an inquiry, its relationship with other businesses in common ownership, its industrial classification, the nationality of its parent and location indicators for regional analyses. Regional and size analyses of manufacturing units are published in Business Monitor PA 1003 - Size analyses of United Kingdom businesses.

16. The annual census and other CSO inquiries provide a major source of information for checking the register and updating employment data. Where businesses do not make returns to these inquiries, estimates of employment are imputed from VAT turnover. For businesses which have an imputed employment of 11 or more, the estimates are checked by means of register proving forms. For businesses on the register making returns to the Quarterly or Annual Sales Inquiries, industrial classification is reviewed annually and is derived from an analysis of their commodity sales. For other businesses the classification is obtained either from VAT sources or from the register proving forms. Estimates of employment made by the CSO and the Department of Employment differ because they are derived from two separate inquiries and use different procedures and employment definitions.

17. The register for construction units is created each year from the Department of the Environment's Builders' Address File of private sector undertakings in Great Britain engaged in construction activities. To this are added undertakings in the public sector (usually the direct labour departments of local authorities) and undertakings in Northern Ireland.

COVERAGE

18. The Census covers United Kingdom businesses engaged in industrial production, i.e. mining and quarrying, manufacturing, construction, and gas, electricity and water supply industries (divisions 1 to 5 of SIC(80)). Businesses in the Channel Islands and the Isle of Man are excluded.

19. Under the sampling arrangements agreed for the 1992 Census, forms were despatched to all businesses with 100 or more employed and, for most production industries, samples of 1 in 4 and 1 in 2 respectively being taken for businesses in the 20 to 49 and 50 to 99 employment size bands. It was necessary to increase the sample in those industries where there were few businesses in the sample size band or where response in earlier years was poor. About 15,700 forms were despatched in the United Kingdom for the 1992 Census.

20. The increased use of sampling over recent years has led to a fall in the number of forms mailed for successive Censuses. For production industries excluding construction, these fell from 34,000 for 1977 to 15,700 for 1992. For 1989, however, a benchmark census was conducted, resulting in 23,331 forms mailed. For construction industries the number of forms mailed fell from 13,000 for 1977 to 6,100 for 1989 and 3,983 for 1992.

QUESTIONNAIRE

21. Examples of the standard form used for establishments in production industries excluding construction employing 100 or more and employing 20 to 99 are given in Appendices A and B. In the 1991 Census there were 9 other form types for industries like those of water and electricity where the standard range of questions is not appropriate. A copy of the standard form for the construction industries is given in Appendix C.

COLLECTION OF DATA

22. Forms are mailed to each selected business shortly after the end of the year to which the Census relates. Return of the completed forms for the 1992 Census was required by 31 March 1993. Up to four written reminders were sent to non-responders followed if necessary by telex and telephone calls and, for larger persistent non-responders, personal visits. Outstanding cases can be the subject of legal action under Section 4 of the Statistics of Trade Act 1947.

23. When the data is entered into the computer, checks are carried out on the credibility of the data and the internal consistency of each return. Any queries which

arise from these checks are investigated and, if necessary, contributors are consulted.

PERIOD COVERED

24. Businesses were asked to make returns for the calendar year 1992 but, where this was not possible, returns for business years ending between 6 April 1992 and 5 April 1993 were accepted. Returns covering fewer than twelve months were accepted for businesses which had started or ceased trading during the year. An analysis of periods covered by returns for the 1992 Census is shown in Table 5 of each Industry Report (except construction (PA500) where the analysis is shown in Table 4) and in Table 9 of the Summary Volume.

ESTIMATION

25. All published Census results include estimates for non-responders, unsatisfactory returns and businesses not selected for the Census. Estimates are also made for items not covered on the shorter form sent to smaller businesses.

26. Within employment size groups in each industry, the "average per head" is calculated for each census variable by dividing the total returned value for each variable by the total returned employment. This value is multiplied by the employment thought to exist in each non-responding or non-selected business to yield an estimated value for that business. Estimates for items not collected on the shorter form are made in a similar way using returned employment.

27. The accuracy of the totals produced by adding together estimates and returned data is mainly dependant on the level of response. The extent to which businesses making satisfactory returns account for the total employment of any industry is shown as a footnote (a) to Table 1. Thus the accuracy of the data published in an Industry Report where 95 per cent of the employment in the industry is covered by the returns made will, in general, be better than that in an Industry Report where the coverage is only 70 per cent.

28. Additionally, the extent to which individual headings in an Industry Report are related to employment should be taken into account in assessing the accuracy of estimated data. Thus an estimate of total earnings which bears a close relationship to total employment is likely to be more accurate than an estimate of capital expenditure where the relationship to employment is not so clearly marked.

SUPPRESSION OF INFORMATION RELATING TO INDIVIDUAL UNDERTAKINGS

29. Sub-section 9(5)(b) of the Statistics of Trade Act 1947 states that:

"The following provisions shall have effect with respect to any report, summary or other communication to the public of information obtained under the foregoing provisions of this Act -

in compiling any such report, summary or communication the competent authority shall so arrange it as to prevent any particulars published therein from being identified as being particulars relating to any individual person or undertaking except with the previous consent in writing of that person or the person carrying on that undertaking, as the case may be; but this provision shall not prevent the disclosure of the total quantity or value of any articles produced, sold or delivered; so, however, that before disclosing any such total the competent authority shall have regard to any representations made to them by any person who alleges that the disclosure thereof would enable particulars relating to him or to an undertaking carried on by him to be deduced from the total disclosed."

30. Figures which would be likely to disclose particulars relating to an individual undertaking are not published unless the contributor has given written consent for their publication.

PUBLICATION

31. Data obtained from the 1992 Census are being published at both the 3 digit Group level and where possible the 4 digit Activity Heading level of SIC(80) in individual Industry Reports. Each report is prefaced by a brief description of the activity of the industry including any non-standard features and any changes which affect comparability with data for earlier years shown in the report. Each report also includes a list of all the Business Monitors which make up the complete Census Report. The Summary Volume includes information for regions and enterprise analyses. The publication and sale of Business Monitors is arranged by HMSO. (A mock-up of the 1992 Industry Reports excluding the notes is given in Appendix D.)

32. As in previous Censuses, businesses were asked to state whether or not they were willing to have their names and addresses included in a Directory of Manufacturing Businesses. Further information about the Directory can be obtained from the Central Statistical Office Librarian.

CONGRUENCE WITH QUARTERLY AND ANNUAL SALES INQUIRIES

33. As far as possible, figures collected in the Census are congruent with those collected in the Quarterly and Annual Sales Inquiries. There are, however, some differences which are described below.

a. If a business changes its reporting structure or the way it keeps its accounts during the year, the change is reflected during the year in the Sales Inquiries. The figures reported to the Census are generally based on the structure of the business at the end of the Census year.

b. Because a Census return can be for a business year, it may differ from the aggregation of four quarterly returns making up a calendar year. In some cases figures may be as much as nine months out of phase, but these differences usually cancel out at the industry level.

c. The remaining differences are usually of minor significance. For example Sales Inquiry figures do not have to be adjusted for quantity rebates and allowances for returned goods as the value of these may not be known at the time of completion of returns and cannot always be apportioned between the various headings. Their values are, however, reflected in Census returns. No adjustments are made in either inquiry for cash discounts.

INTERPRETATION

34. In interpreting Census statistics the following points should be kept in mind:

a. Year on year comparisons of census results may be affected by the reclassification of businesses between industries, the removal of businesses no longer in production, the addition of new businesses, and by changes in coverage of the production register.

b. To the extent that sales of products of one business incorporate the output of other businesses, total sales figures include an element of duplication.

c. Where the turnover of a business arises from receipts for work done or materials supplied by a

customer, sales of the finished product are not included in that business's return.

d. Transfers between businesses within an enterprise group are recorded as if they were transfers to or from independent businesses.

e. Figures for net output and gross value added are adjusted to a factor cost basis by taking account of the net amount of all taxes, duties, levies, subsidies, etc.

CHANGES MADE FOR 1992

35. The 1992 census like that for 1991 was a slimline one. An additional question identifying those businesses with employees with employees engaged in Research and Development work was included and the break down on capital and current costs associated with pollution prevention and solid waste management, introduced for the 1991 census, was retained. As part of the CSO's efforts to reduce the form filling burden on industry, the breakdown of questions on capital expenditure and stocks were excluded. Data for these variables in the 1992 results have been estimated from information collected in the CSO Quarterly Capital Expenditure and Stocks Inquiries.

SYMBOLS USED

36. The following symbols are used throughout the PA series of Business Monitors:

- .. not available
- nil or less than half the final digit shown
- * information suppressed to avoid disclosure
- R revised

ROUNDING OF FIGURES

37. Figures in the tables have been rounded to the nearest final digit where necessary and, in these instances, the sum of the constituent items may not always agree exactly with the total shown.

EXPLANATION OF TERMS USED IN THE CENSUS REPORT

38. The notes and definitions given in this section are based on the instructions given to respondents as to the way in which returns were to be completed. In some industries it was necessary to amend or supplement these instructions in order to fit the special circumstances of the particular industry. Where these supplementary instructions effect the basis of the published figures, an explanation is included in the appropriate Industry Report.

CAPITAL EXPENDITURE

39. This represents the value charged to capital account together with any other amounts which ranked as capital items for taxation purposes during the year to which each return related. From 1988 contributors were asked to include the value of assets acquired as lessees under finance leasing arrangements. The value is inclusive of any amounts received or expected to be received in grants and/or allowances from government sources, statutory bodies or local authorities. Capital expenditure during the year in respect of production units where production had not started before the end of the year and the value of CAPITAL GOODS PRODUCED FOR USE WITHIN THE BUSINESS by its own staff are included. The value of any assets acquired in taking over an existing business are excluded. The figures include non-deductible VAT but exclude deductible VAT. No allowance is made for depreciation, amortisation or obsolescence.

a. on LAND AND EXISTING BUILDINGS

40. This represents the value of freeholds and the value or premium payable or receivable for leaseholds acquired or disposed of. The figures for acquisitions include architects' and surveyors' fees, legal fees, stamp duties, agents' commissions and Land Registry fees. The figures for disposals are net of any such professional fees payable.

b. on NEW BUILDING WORK

41. This represents the value of new building and other constructional work such as the extension and reconstruction of old buildings, and the value of any newly constructed buildings acquired. The figures include architects' and surveyors' fees, legal fees, stamp duties, agents' commissions and Land Registry fees.

c. on PLANT AND MACHINERY, VEHICLES

42. This represents the value of new and second hand plant and machinery and vehicles acquired or disposed of. The figures for acquisitions are net of any discounts received but include the cost of transport and installation and Customs and Excise car tax. The figures for disposals exclude amounts written off for capital assets which are scrapped.

CAPITAL GOODS PRODUCED FOR USE WITHIN THE BUSINESS

43. This represents the value of all work of a capital nature carried out during the year by the staff of, and for use in, the businesses covered by the returns.

COST OF INDUSTRIAL SERVICES RECEIVED

44. This includes amounts payable to other organisations for work done on materials supplied by the business completing the return, for repairs and maintenance including those in respect of rented buildings, and for contracts which have been sublet. Direct payments to outworkers and amounts charged to capital account are excluded.

COST OF NON-INDUSTRIAL SERVICES RECEIVED

45. Up to 1987 contributors were asked to include annual payments for assets acquired on a finance leasing basis. From 1988 they were asked to include the total value of such assets as capital expenditure during the year in which they were acquired. The cost of non-industrial services received includes commercial insurance premiums, bank charges and amounts payable to other organisations for the hire of vehicles, plant and machinery, for the rent of industrial and commercial buildings, for the services of accountants, auditors, agents, solicitors and surveyors other than in connection with the acquisition or disposal of capital assets, for postal and telecommunications services, for carriage by all forms of transport within the United Kingdom, for advertising, market research etc, for the right to use patents, trade-marks, copyrights etc, for manufacturing and quarrying rights and technical know-how. Interest payments and amounts payable for sea and air freight on goods exported and materials and fuel imported are excluded.

EMPLOYERS' NATIONAL INSURANCE CONTRIBUTIONS ETC

46. This includes employers' national insurance contributions under the Social Security Pensions Act 1975, commercial insurance premium for policies providing pensions, superannuation or other retirement benefits, sickness benefits, personal accident benefits, disability benefits or death benefits for employees, including former employees, or their dependants. Also included are contributions to canteens, social centres, children's and holiday homes etc. and the cost of supplying luncheon vouchers.

EMPLOYMENT

47. This is the average number of ADMINISTRATIVE, TECHNICAL AND CLERICAL EMPLOYEES and OPERATIVES on the payroll and the number of WORKING PROPRIETORS employed during the year of return. Full-time and part-time employees are included but outworkers (ie people who worked in their own homes on materials supplied by the business) and casual employees such as jobbers are excluded. The average number of employees returned by individual businesses may have been calculated by, for example, the average of the number of employees on the payroll for the last week of each calendar month.

a. ADMINISTRATIVE, TECHNICAL AND CLERICAL EMPLOYEES

48. This includes directors who received a definite wage, salary or commission, managers, foremen, draughtsmen, editorial and advertising staff, travellers, all office employees and research and design employees except operatives.

b. OPERATIVES

49. This includes all manual wage earners including operatives in power stations, operatives engaged in outside work of erecting, fitting, etc, inspectors, maintenance workers and cleaners. Staff engaged in transport (including roundsmen) and employed in warehouses, stores, shops and canteens are included.

c. WORKING PROPRIETORS

50. These are people who are regarded as self-employed for national insurance purposes, members of their families who worked in the business without receiving a definite wage or salary for at least half the normal working hours and directors who worked in the business but did not receive a definite wage, salary or commission. Part-time directors paid by fee only and directors who received a definite wage, salary or commission are excluded.

GROSS OUTPUT

51. This is calculated by adjusting the value of TOTAL SALES AND WORK DONE by the changes during the year of WORK IN PROGRESS and GOODS ON HAND FOR SALE.

GROSS VALUE ADDED AT FACTOR COST

52. This is calculated by deducting from NET OUTPUT the COST OF NON-INDUSTRIAL SERVICES RECEIVED, RATES and the cost of LICENSING OF MOTOR VEHICLES. This estimate of gross value added approaches more closely than NET OUTPUT the definition of net output or value added in national accounts statistics.

GROSS VALUE ADDED AT FACTOR COST PER HEAD

53. This is calculated by dividing GROSS VALUE ADDED AT FACTOR COST by total EMPLOYMENT.

NET CAPITAL EXPENDITURE

54. This is calculated by adding to the value of NEW BUILDING WORK acquisitions less disposals of LAND AND EXISTING BUILDINGS, VEHICLES and PLANT AND MACHINERY.

NET OUTPUT

55. This is calculated by deducting from GROSS OUTPUT the cost of PURCHASES OF MATERIALS FOR USE IN PRODUCTION AND PACKAGING AND FUEL and PURCHASES OF GOODS FOR MERCHANTING OR FACTORING, the COST OF INDUSTRIAL SERVICES RECEIVED and is adjusted for net duties and levies etc. where applicable. Purchases are adjusted for changes during the year of STOCKS OF MATERIALS, STORES AND FUEL.

NET OUTPUT PER HEAD

56. This is calculated by dividing NET OUTPUT by total EMPLOYMENT.

NON-INDUSTRIAL SERVICES RENDERED

57. This includes amounts charged for the hire of vehicles, plant and machinery, for the rent of industrial and commercial buildings, for the right to use patents, trade-marks, copyrights etc, for manufacturing and quarrying rights, for technical know-how and for the provision of transport to other organisations. It also includes revenue from staff facilities such as canteens.

OPERATING RATIOS

58. These ratios are calculated using industry totals, i.e. including the estimates for businesses not responding to or not selected for the Census. Respondents are able to compare the ratios for their own businesses with those for the industry as a whole.

PURCHASES OF MATERIALS FOR USE IN PRODUCTION, AND PACKAGING AND FUEL. PURCHASES OF GOODS FOR MERCHANTING OR FACTORING

59. These include the cost of raw materials, components, semi-manufactured goods and workshop materials, replacement parts and consumable tools not charged to capital account, packaging materials of all types, stationery and printed matter, fuel, electricity and water, materials of all types used by the business or given out to others, for the production of machinery or other capital items used in the business and materials used when working on goods supplied by customers. The figures exclude VAT, purchases of machinery and plant, which are included in CAPITAL EXPENDITURE, and amounts payable to transport firms or credited to the business's own transport departments for delivery of materials. The figures are net of the value of goods or packaging materials returned to suppliers and trade discounts receivable. Materials purchased duty-paid are included at their duty-paid value less drawbacks, rebates etc. Imported goods are included at their full delivered cost. If the transport from docks or airport of imported goods is not included in the cost of goods purchased, the cost is entered at cif plus duty, if applicable. Transfers of goods from other departments of the business not covered by the return are included at the estimated selling value recorded by the other departments.

REMUNERATION PAID TO OUTWORKERS

60. This represents amounts paid to outworkers, i.e. people who do work in their own homes generally on a piece-work basis, whose names appear on the payroll. Amounts paid to outworkers by subcontractors are included in the COST OF INDUSTRIAL SERVICES RECEIVED. Estimates are not made for remuneration of outworkers for businesses not completing Census returns.

SALES OF GOODS PRODUCED

61. This represents sales of goods during the year, irrespective of whether or not they were produced in the year of return. It also includes sales of goods made from materials given out to other firms or to outworkers and sales of waste products and residues. The value of sales is the 'net selling value', i.e. the amount charged to customers whether valued 'ex-works' or 'delivered' less VAT, trade discounts, agents' commissions, etc. and allowances on returned goods. Where products attract Excise duty, the value includes duty if goods are sold 'duty-paid', but excludes it if they are sold in bond or exported. The cost of packaging materials less allowances for returnable containers is included. Sales of fixed assets and exceptional receipts are excluded. Transfers of goods produced by a business to departments not covered by the return (including other businesses in

the same enterprise group) are treated as sales, valued as if sold to an independent purchaser.

STOCKS

62. This represents the value of goods on hand for sale, including goods for merchanting or factoring and of materials, stores and fuel held by business, whether held in the United Kingdom or abroad. Values include any duty payable but exclude VAT.

WAGES AND SALARIES

63. This represents amounts paid during the year to ADMINISTRATIVE, TECHNICAL AND CLERICAL EMPLOYEES and to OPERATIVES. All overtime payments, bonuses, commissions, holiday pay and redundancy payments less any amounts reimbursed for this purpose from government sources are included. No deduction is made for income tax or employees' national insurance contributions etc. Payments to WORKING PROPRIETORS, payments in kind, travelling expenses, lodging allowances etc. and EMPLOYERS' NATIONAL INSURANCE CONTRIBUTIONS ETC. are excluded.

WORK DONE AND INDUSTRIAL SERVICES RENDERED

64. This includes amounts charged for work carried out including that done by sub-contractors on customers' materials and amounts charged for materials supplied in the course of such work. Industrial services such as repairs and maintenance, installation work and technical research and studies rendered to other organisations is also included. For certain industries this heading covers a wide variety of activities, for example, butter packed on commission in the food industries, making up of garments, fur dressing and textile finishing in the textile industries, and preparatory work on type-setting, block making and binding in the printing and publishing industries. Work done is an important part of the activities of the electrical machinery and heavy engineering industries, and includes erection, installation and repair and jobbing work.

WORK IN PROGRESS

65. This represents materials which have been partially processed and are awaiting further processing before being sold or transferred. Progress payments made to sub-contractors are excluded and progress payments received from other organisations are not deducted.

STANDARD REGIONS

66. The list below gives the definitions of the standard regions used in regional tables. Metropolitan counties are marked by an *.

South East

Greater London, Bedfordshire, Berkshire, Buckinghamshire, East Sussex, Essex, Hampshire, Hertfordshire, Isle of Wight, Kent, Oxfordshire, Surrey, West Sussex.

East Anglia

Cambridgeshire, Norfolk, Suffolk.

South West

Avon, Cornwall, Devon, Dorset, Gloucestershire, Somerset, Wiltshire.

West Midlands

West Midlands*, Hereford and Worcester, Shropshire, Staffordshire, Warwickshire.

East Midlands

Derbyshire, Leicestershire, Lincolnshire, Northamptonshire, Nottinghamshire.

Yorkshire and Humberside

South Yorkshire*, West Yorkshire*, Humberside, North Yorkshire.

North West

Greater Manchester*, Merseyside*, Cheshire, Lancashire.

North

Tyne & Wear*, Cleveland, Cumbria, Durham, Northumberland.

Wales

Clwyd, Dyfed, Gwent, Gwynedd, Mid Glamorgan, Powys, South Glamorgan, West Glamorgan.

Scotland

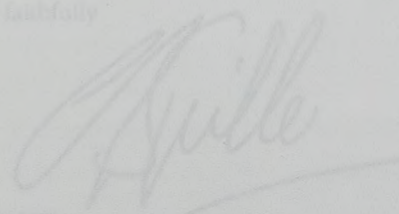
Borders, Central, Dumfries and Galloway, Fife, Grampian, Highland, Lothian, Strathclyde, Tayside, and the Orkney Islands, Shetland Islands and the Western Isles.

Northern Ireland

Antrim, Armagh, Belfast CB, Down, Fermanagh, Londonderry, Londonderry CB, Tyrone.

ASSISTED AREAS

67. Assisted areas are areas for which government grants and other help are available. There are two classes of assisted areas: development and intermediate.



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Please amend the name, address
and postcode if necessary.

Compulsory Return
Annual Census of Production 1992
Notice under Section 3 of the Statistics of Trade Act 1947

Dear Contributor

We conduct this annual census to obtain up-to-date statistics about the structure and development of industry in the United Kingdom.

The results:

- provide government with essential information used for compiling national accounts, the index of production and other economic indicators;
- enable comparisons of industrial performance to be made with other countries of the European Community and
- are widely used by the business community and markets analysts and are published in the PA series of Business Monitors.

We restrict the number of census forms to the minimum necessary to produce reliable results.

Under the Statistics of Trade Act 1947, it is necessary for you to provide us with the information requested overleaf. This will be treated as confidential as required by the Act. It will not be revealed in published statistics in a way which would enable your company to be identified, or disclosed to any unauthorised person without your consent. Under European Community law applicable in the UK, the information can be passed to the European Community Statistical Office (Eurostat), but Eurostat is equally bound by law to follow the same strict standards in maintaining its confidentiality.

Your return should cover the calendar year 1992. If no figures are available for that period, the return should cover your business year ending between 6 April 1992 and 5 April 1993. If exact figures are not readily available, informed estimates are acceptable.

Please complete and return this form by 31 MARCH 1993 or, if your business year ends after 31 January 1993, within two months of its end.

I enclose notes to help you complete the form. If you need more information, or have any difficulties, my staff will be pleased to help you on the telephone number shown.

Thank you for your co-operation.

Yours faithfully

C J SPILLER
Chief Statistician
Business Statistics Division
Production Censuses and Capital Expenditure Branch

10 Free entry in the Directory of Manufacturing Businesses

APPENDIX A

As a contributor to this census, you can have your name, address and industrial classification included, free of charge, in the UK Directory of Manufacturing Businesses which provides a valuable source of information for buyers. (Naturally the statistical information you have given on this form is not revealed).

The Directory is published by the Central Statistical Office and is also available in magnetic tape and diskette versions.

Please tick

Please tick the box opposite and sign below to confirm that you would like an entry in the publication.

	1	8
--	---	---

Signature	Date
Position in business	

11 Please give details of the person we should contact with any questions about this return

(BLOCK CAPITALS PLEASE)

Name	Name of company
Position in business	Address
Telephone no. Extension
Telex/Fax no. Answer Back

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RECEIPTED	DATA TAKE-ON	EXAMINED	P.A. CHECK

Central Statistical Office

APPENDIX B

Government
Statistical Service

IN CONFIDENCE

Central Statistical Office
Newport
Gwent NP9 1XG

Tel: Newport 0633 812695
Telex: 497121/2 BSONPT G
Fax: 0633 812949

Please amend the name, address and postcode if necessary.

Compulsory Return Annual Census of Production 1992 Notice under Section 3 of the Statistics of Trade Act 1947

Dear Contributor

We conduct this annual census to obtain up-to-date statistics about the structure and development of industry in the United Kingdom.

The results:

- provide government with essential information used for compiling national accounts, the index of production and other economic indicators;
- enable comparisons of industrial performance to be made with other countries of the European Community and
- are widely used by the business community and markets analysts and are published in the PA series of Business Monitors.

We restrict the number of census forms to the minimum necessary to produce reliable results.

Under the Statistics of Trade Act 1947, it is necessary for you to provide us with the information requested overleaf. This will be treated as confidential as required by the Act. It will not be revealed in published statistics in a way which would enable your company to be identified, or disclosed to any unauthorised person without your consent. Under European Community law applicable in the UK, the information can be passed to the European Community Statistical Office (Eurostat), but Eurostat is equally bound by law to follow the same strict standards in maintaining its confidentiality.

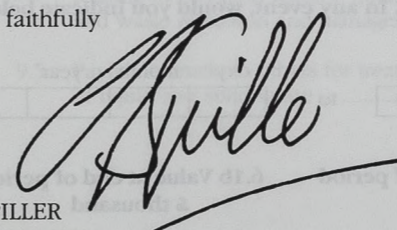
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Please complete and return this form by 31 MARCH 1993 or, if your business year ends after 31 January 1993, within two months of its end.

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Thank you for your co-operation.

Yours faithfully



C J SPILLER
Chief Statistician
Business Statistics Division
Production Censuses and Capital Expenditure Branch

Please quote this reference in any enquiry



IMPORTANT: PLEASE WRITE LEGIBLY AND READ THE ENCLOSED NOTES

1 Period covered by the return

Your return should cover the calendar year 1992. If no figures are available for the calendar year, the return may cover a business year, ending on any date from 6 April 1992 to 5 April 1993.

Period covered by the return: from

day	month	year
		11

 to

day	month	year
		12

2 Employment (average number of people employed during the year)

2.1 Working proprietors (excluding salaried directors)	201
2.2 Administrative, technical and clerical employees (including salaried directors)	202
2.3 All other employees (operatives)	205

3 Sales, Work done and Services rendered (excluding VAT: give the net selling value as invoiced)

Please give all values in £ thousand

3.1 Sales of goods of your own production	261
3.2 Work done and industrial services rendered	262
3.3 Sales of goods bought and resold without processing (merchanted or factored goods)	266

4 Expenditure (excluding VAT)

£ thousand

4.1 Gross wages and salaries paid to: • administrative, technical, clerical employees, and salaried directors	301
• all other employees	304
• remuneration paid to outworkers (homeworkers)	314
4.2 Purchases of materials, fuel and water	734
4.3 Goods purchased for resale without processing (for merchandising or factoring)	733
4.4 Amounts payable for work given out (subcontracted) and for repairs and maintenance	623

5 Customs and Excise duties, special levies, subsidies, allowances etc. (This section does not apply)

6 Stocks (excluding VAT).

Please note: You are particularly asked to give the information in 6.1a and 6.1b for the calendar year 1992. If this is not possible, please report on the basis of your business year. In any event, would you indicate below the period to which your figures relate.

Period covered: from

day	month	year
		14

 to

day	month	year
		15

6.1a Value at beginning of period £ thousand 6.1b Value at end of period £ thousand

6.1 Total value of all stocks	176	177
-------------------------------------	-----	-----

IMPORTANT: PLEASE WRITE LEGIBLY AND READ THE ENCLOSED NOTES

7 Capital expenditure in the year

including assets leased under finance leases (please see Note 7a) excluding deductible VAT; do not make any deductions for depreciation. Please note: You are particularly asked to give the information in 7.1 and 7.2 for the calendar year 1992. In any event, would you indicate below the period to which your figures relate.

Period covered: from

day	month	year
		18

 to

day	month	year
		19

	7.1a Cost of acquisitions £ thousand	7.1b Proceeds from disposals £ thousand
7.1 Total acquisitions/disposals	528	529
7.2 Work of a capital nature carried out by your own staff and included in 7.1 above	252	

Units not yet in production

Have you any other capital expenditure at sites not covered by this return and at which production has not yet started?

Yes No

8 List of units covered by this return.

If our information suggests that your return will relate to more than one unit, we have shown details of the units on the enclosed CR1. Please bring the CR1 up to date, complete columns 2 to 5, and return it with this form.

9 Pollution prevention and solid waste management

9.1 Have you incurred any expenditure within the period covered by this return on pollution prevention or solid waste management? Please see Note 9. Yes 1 No 2 808

If you have answered "Yes" to 9.1 above, we should be grateful if you would complete 9.2 to 9.5 below. The answers to these four questions are voluntary. You are reminded that informed estimates are acceptable.

Capital expenditure (included in section 7)

£ thousand

9.2 Expenditure on assets used for post-production pollution control and waste management	811
9.3 Expenditure on assets used in the production process which, through improved technology, eliminate or reduce the amount of pollution generated	812

Current expenditure (included in section 4)

9.4 Expenditure on direct staff, material and operating costs relating to pollution control, treatment and monitoring and waste reduction and management	813
9.5 Payments made to others for treatment and disposal of liquid and solid waste	814

10 Free entry in the Directory of Manufacturing Businesses

PA1001

APPENDIX B

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The Directory is published by the Central Statistical Office and is also available in magnetic tape and diskette versions.

Please tick

Please tick the box opposite and sign below to confirm that you would like an entry in the publication.

1	8
---	---

Signature	Date
Position in business	

11 Please give details of the person we should contact with any questions about this return

(BLOCK CAPITALS PLEASE)

Name	Name of company
Position in business	Address
Telephone no. Extension
Telex/Fax no. Answer Back

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RECEIPTED	DATA TAKE-ON	EXAMINED	P.A. CHECK

Central Statistical Office

PA1001

APPENDIX C

A compulsory inquiry conducted by the Government Statistical Service

IN CONFIDENCE

Central Statistical Office
Newport
Gwent NP9 1XG

Tel: Newport 0633 812097
Telex: 497121 (BSONPT G)
Fax: 0633 812863/812949

Please amend the name, address and postcode if necessary.

Annual Census of Production 1992 - Construction Industry
Notice under Section 3 of the Statistics of Trade Act 1947

Dear Contributor

We conduct this annual census to obtain up-to-date statistics about the structure and development of industry in the United Kingdom.

The results:

- provide government with essential information used for compiling national accounts, the index of production and other economic indicators;
- enable comparisons of industrial performance to be made with other countries of the European Community and
- are widely used by the business community and market analysts and are published in the PA series of Business Monitors.

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I enclose notes to help you complete the form. If you need more information, or have any difficulties, my staff will be pleased to help you on the telephone number shown.

Thank you for your co-operation.

Yours faithfully

C J Spiller
Chief Statistician
Business Statistics Division
Production Censuses and
Capital Expenditure Branch

Please quote this reference in any enquiry



IMPORTANT: PLEASE WRITE LEGIBLY AND READ THE ENCLOSED NOTES

1 Period covered by the return

Your return should cover the calendar year 1992. If no figures are available for the calendar year, the return may cover a business year, ending on any date from 6 April 1992 to 5 April 1993. If the business shown on the census form commenced or ceased during the year, you should make the return for that part of the year during which the business was in operation, and should state the period in the box provided.

Period covered by the return: from [] day [] month [] year 11 to [] day [] month [] year 12

2 Details of business

Please tick the most appropriate description of the main activity of your business.

Tick only one box

- 2.1 Construction, improvement and repair of both residential and non-residential buildings. Specialist activities of construction work such as bricklaying, building maintenance and restoration, carpentry, roofing, scaffolding, and the erection of steel and concrete structures for building [] 6 501
2.2 Building completion, including plastering, on-site joinery, painting and decorating, glazing, paperhanging, tiling and flooring and other such specialised activities relating directly to the completion of the buildings [] 6 504
2.3 Civil engineering, including construction of roads, bridges, railways, tunnels, shaft drilling, earth moving, fixed concrete oil production platforms, construction work relating to irrigation, drainage, water supply, rivers, harbours, sewerage, etc [] 6 502
2.4 Installation of fixtures and fittings, including gas fitting, plumbing sanitary equipment, heating, ventilating, insulation, electrical wiring and fittings; installation of aerials, lightning conductors, telephone, etc. [] 6 503
2.5 Demolition; general construction; plant hire (with operators). Use this heading only if your activities during the year were mainly demolition or plant hire, or included both building and civil engineering and were of such a general nature that you are unable to classify the main part of your output to one of the other headings [] 6 500

3 Employment

3.1 Average number of people on the payroll during the year [] 34

Average employment may be estimated, for example, from the average for the last week of each calendar month.

INCLUDE all persons on your payroll, whether full or part-time. These include administrative, professional, technical and clerical employees (on-site and off-site) and salaried directors, as well as all manual wage-earners, apprentices and working foremen (except for casual workers).

EXCLUDE working proprietors, part-time directors paid by fee only, casual employees; and persons taking part in government training schemes paid from government sources.

Employment in research and development

3.2 Was ANYONE within the business covered by this return engaged in research and development work on a regular basis during the year? Please see Note 3.2.

Please tick appropriate box..... Yes [] 1 No [] 2 [] 35

4 Turnover (excluding VAT)

Please give all values in £ thousand

Value of work (including sub-contract work) done during the period, sales of goods and receipts for services rendered to other organisations (including hiring out of plant, machinery and scaffolding and rents for industrial buildings) [] 512

IMPORTANT: PLEASE WRITE LEGIBLY AND READ THE ENCLOSED NOTES

5 Costs (excluding VAT)

£ thousand

5.1 Gross wages and salaries paid, employer's National Insurance contributions and contributions to other pension and welfare schemes for all employees including directors who receive a salary [] 54

- INCLUDE ALL Overtime payments
Bonuses
Commissions
Holiday Pay
Redundancy Payments (less amounts reimbursed from government sources)
Insurance premiums for policies providing pensions and other staff benefits
Contributions to running costs of canteens, social centres, etc.

EXCLUDE travelling expenses, lodging allowances, etc. These should be included in Section 5.3

5.2 Purchases [] 400

- INCLUDE Construction materials
Stationery
Packaging materials
Goods purchased for resale without processing
Canteen purchases
Fuel (including petrol and DERV fuel)
Electricity
Water charges
Materials for use by you for producing capital items for your own use
Replacement parts for your own machinery, plant and road vehicles
Accessories and consumable tools bought as replacements
Any transfers of goods to you from other departments of your firm that are not covered by this return.

EXCLUDE land and buildings acquired for development and subsequent disposal.

5.3 Other expenditure (except capital expenditure, which should be entered in Section 6) [] 360

- INCLUDE The value of work done for you by sub-contractors
Amounts payable to other organisations for repairs and maintenance to your buildings (including rented buildings), vehicles, plant and machinery
Amounts payable for the rent of industrial buildings
Amounts payable for the hiring, leasing or renting of plant (including scaffolding), machinery and vehicles
Commercial insurance premiums payable
Bank charges (other than interest on loan capital)
Amounts payable to accountants, solicitors, surveyors, etc, excepting those amounts covered by Section 6
Amounts payable for technical and market research and advertising
Amounts paid for postage (including parcel services) and telecommunications
Amounts payable to other organisations for transport within the United Kingdom.

EXCLUDE Business rates and vehicle licences
Hire purchase repayments and finance leasing payments (see Note 6).

6 Capital expenditure in the year (excluding deductible VAT; do not make any deductions for depreciation)

Please note: You are particularly asked to give the information in 6.1 and 6.2 for the calendar year 1992. In any event, would you indicate below the period to which your figures relate.

Period covered: from [] day [] month [] year 18 to [] day [] month [] year 19

**6.1a Cost of Acquisitions
& thousand**

**6.1b Proceeds from Disposals
& thousand**

6.1 Total acquisitions/disposals	<input type="text" value="220"/>	<input type="text" value="230"/>
6.2 Work of a capital nature carried out by your own staff and included in 6.1 above	<input type="text" value="250"/>	

7 Pollution prevention and solid waste management

7.1 Have you incurred any expenditure within the period covered by this return on pollution prevention or solid waste management?

Please tick appropriate box Yes 841 ₁ No 841 ₂

If you have answered "yes" to 7.1 above, we should be grateful if you would complete 7.2 to 7.5 below. The answers to these four questions are voluntary. You are reminded that informed estimates are acceptable.

& thousand

Capital expenditure (included in Section 6)

7.2 Expenditure on assets used for post-construction pollution control and waste management	<input type="text" value="842"/>
7.3 Expenditure on assets used in the construction process which, through improved technology, eliminate or reduce the amount of pollution generated	<input type="text" value="844"/>

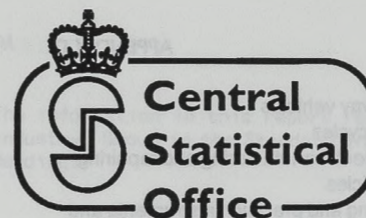
Current costs (included in Section 5.3)

7.4 Expenditure on direct staff, material and operating costs relating to pollution control, treatment and monitoring and waste reduction and management	<input type="text" value="845"/>
7.5 Payments made to others for treatment and disposal of liquid and solid waste	<input type="text" value="843"/>

8 Please give details of the person we should contact with any questions about this return.

(BLOCK CAPITALS PLEASE)

Name	Name of company
Position in business	Address
Telephone no. Extension
Telex/Fax no. Answer Back
Signature	Date



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PA

BUSINESS MONITOR

A publication of the Government Statistical Service

**Report on the
Census of Production
1992**

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

TABLE 5

APPENDIX D

Percentage analysis of twelve-month periods covered by returns received for the 1992 Census by number of returns and total employment

Accounting year ended	Percentage of total returns received	Percentage of total employment
1992 6-30 April		
May		
June		
July		
August		
September		
October		
November		
December		
1993		
January		
February		
1 March-5 April		

TABLE 6

Operating ratios, 1988-1992
All United Kingdom business classified to the industry

	Unit	1988	1989	1990	1991	1992
Gross output per head	£					
Net output per head	£					
Gross value added per head	£					
Gross value added as a percentage of gross output	%					
Ratio of gross output to stocks						
Wages and salaries as a percentage of gross value added	%					
Ratio of operatives to administrative, technical and clerical employees						
Wages and salaries per operative	£					
Wages and salaries per administrative, technical and clerical employee	£					
Net capital expenditure per head (a)	£					
Net capital expenditure as a percentage of gross value added (a)	%					

TABLE 7

APPENDIX D

Regional distribution of employment, net capital expenditure, net output and gross value added at factor cost, 1992
All United Kingdom businesses classified to the industry

Area	Total employment(a)		Net capital expenditure (b)		Net output (c)		Gross value added at factor cost (c)	
	Thousands	per cent of United Kingdom	£million	per cent of United Kingdom	£million	per cent of United Kingdom	£million	per cent of United Kingdom
Standard regions of England								
North								
Yorkshire and Humberside								
East Midlands								
East Anglia								
South East								
South West								
West Midlands								
North West								
England								
Wales								
Scotland								
Great Britain								
Northern Ireland								
United Kingdom								

- (a) Average number employed during the year, including full and part-time employees and working proprietors.
- (b) New building work plus acquisitions less disposals of land and existing buildings, vehicles and plant and machinery.
- (c) Where a census return covered addresses in two or more regions, an estimate of the net output attributable to each address was made by assuming that net output was proportionate to employment. An estimate of each region was obtained by aggregating estimates of net output for addresses located in that region. Gross value added at factor cost was treated similarly.

APPENDIX D

TABLE 8

Output and costs, 1992
All United Kingdom businesses classified to each activity heading within the industry

	Unit
Enterprises	Number
Businesses	"
Sales of goods produced	£million
Work done and industrial services rendered	"
Capital goods produced for establishments' own use	"
Non-industrial services rendered	"
Goods merchanted or factored	"
Total sales and work done	"
Increase during the year, work in progress and goods on hand for sale	"
Gross output	"
Purchases of materials for use in production, and packaging and fuel	"
Purchases of goods for merchenting or factoring	"
Increase during the year, stocks of materials, stores and fuel	"
Cost of industrial services received	"
Net output	"
Total employment	Thous
Net output per head	£
Cost of non-industrial services received	"
Hire of vehicles, plant and machinery	£million
Rents of industrial and commercial buildings	"
Commercial insurance premiums	"
Bank charges	"
Other non-industrial services	"
Licensing of motor vehicles	"
Rates, excluding water rates	"
Gross value added at factor cost	"
Gross value added at factor cost per head	£

APPENDIX D

TABLE 9

Capital expenditure, 1992
All United Kingdom businesses classified to each activity heading within the industry
£million

Land and buildings
New building work
Land and existing buildings
Acquisitions
Disposals
Net
Plant and machinery
Acquisitions
Disposals
Net
Vehicles
Acquisitions
Disposals
Net
Total net capital expenditure

TABLE 10

Stocks and work in progress, 1992
All United Kingdom businesses classified to each activity heading within the industry
£million

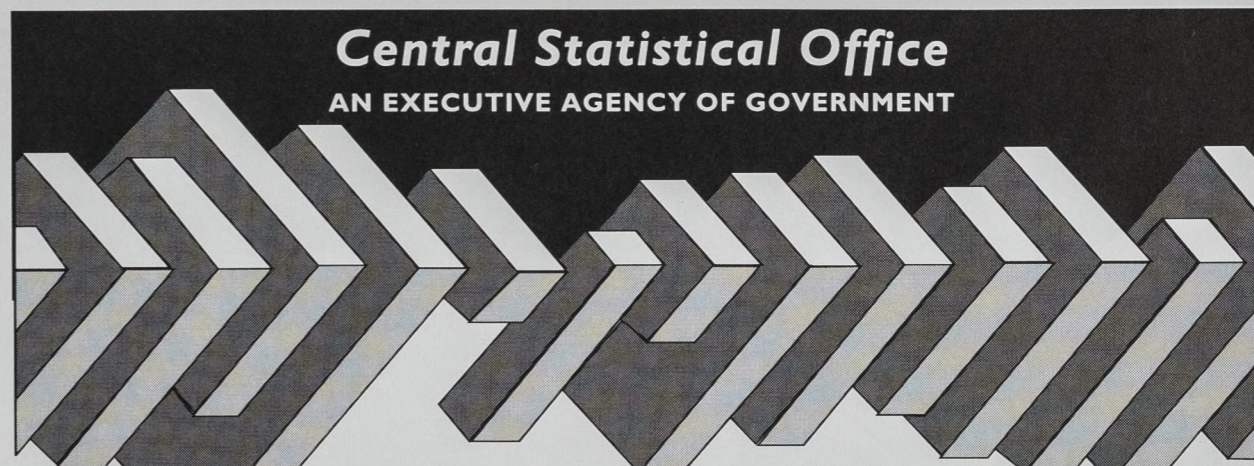
10a. Increase during year
materials, stores and fuel
Work in progress
Goods on hand for sale
Total
10b. Value at end of year
Materials, stores and fuel
Work in progress
goods on hand for sale
Total

TABLE 11

APPENDIX D

Operating ratios, 1992
All United Kingdom businesses classified to each Activity Heading within the industry

	Unit
Gross output per head	£
Net output per head	£
Gross value added per head	£
Gross value added as a percentage of gross output	%
Ratio of gross output to stocks	
Wages and salaries as a percentage of gross value added	%
Ratio of operative to administrative, technical and clerical employees	
Wages and salaries per operative	£
Wages and salaries per administrative, technical and clerical employee	£
Net capital expenditure per had (a)	£
Net capital expenditure as a percentage of gross value added (a)	%



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