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# **Business Monitor**

A publication of the Government Statistical Service

Report on the Census of Production

Men's and boys' tailored outerwear



Department of Industry

Business Statistics Office

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

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## PA442

# **Business Monitor**

A publication of the Government Statistical Service

Report on the Census of Production 1972

Men's and boys' tailored outerwear

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

**Department of Industry Business Statistics Office** 

London: Her Majesty's Stationery Office 1975

D 4 1001	I to distance atom	PA370	Shipbuilding and marine engineering
	Introductory notes Coal mining	PA380	Wheeled tractor manufacturing
PA102	Stone and slate quarrying and mining	PA381	Motor vehicle manfacturing
	Chalk, clay, sand and gravel extraction Petroleum and natural gas	PA382	Trailers, caravans and freight container Motor cycle, tricycle and pedal cycle
PA109	Miscellaneous mining and quarrying		manufacturing
PA211	Grain milling	PA383 PA384	Aerospace equipment, manufacturing a Locomotives, railway track equipment.
PA212 PA213	Bread and flour confectionery Biscuits	FA304	carriages, wagons and trams
PA214	Bacon curing, meat and fish products	PA390	Engineers' small tools and gauges
PA215 PA216	Milk and milk products	PA391 PA392	Hand tools and implements Cutlery, spoons, forks and plated table
PA210	Sugar Cocoa, chocolate and sugar confectionery	PA393	Bolts, nuts, screws, rivets, etc.
PA218	Fruit and vegetable products	PA394	Wire and wire manufactures
	Animal and poultry foods Vegetable and animal oils and fats	PA395 PA396	Cans and metal boxes  Jewellery and precious metals
PA229.1	Margarine	PA399.1	Metal furniture
	Starch and miscellaneous foods  Brewing and malting		Drop forgings, etc. Metal hollow-ware
	Soft drinks		Miscellaneous metal manufacture
	Spirit distilling and compounding	PA411	Production of man-made fibres
	British wines, cider and perry Tobacco	PA412 PA413	Spinning and doubling on the cotton as Weaving of cotton, linen and man-mad
	Coke ovens and manufactured fuel	PA414	Woollen and worsted
PA262	Mineral oil refining Lubricating oils and greases	PA415 PA416	Rope, twine and net
PA203 PA271.1	Inorganic chemicals	PA417	Hosiery and other knitted goods
PA271.2	Organic chemicals		Warp knitting
	Miscellaneous chemicals Pharmaceutical chemicals and preparations	PA418 PA419	Lace Carpets
PA273	Toilet preparations	PA421	Narrow fabrics
PA274			Household textiles and handkerchiefs
	Soap and detergents Synthetic resins and plastics materials and	FA422.2	! Canvas goods and sacks and other mac textiles
	synthetic rubber		Textile finishing
	Dyestuffs and pigments Fertilizers		Asbestos ! Miscellaneous textiles
	Polishes	PA431	
	Formulated adhesives, gelatine, etc.	PA432	Leather goods
	Explosives and fireworks Formulated pesticides, etc.	PA433 PA441	Fur Weatherproof outerwear
PA279.5	Printing ink	PA442	Men's and boys' tailored outerwear
	Surgical bandages, etc.  Photographic chemical materials	PA443 PA444	Women's and girls' tailored outerwear Overalls and men's shirts, underwear, e
	Iron and steel (general)	PA445	Dresses, lingerie, infants' wear, etc.
	Steel tubes	PA446	Hats, caps and millinery
	Iron castings, etc. Aluminium and aluminium alloys	PA449.1 PA449.2	Corsets and miscellaneous dress indust Gloves
PA322	Copper, brass and other copper alloys	PA450	Footwear
PA323 PA331	Miscellaneous base metals Agricultural machinery (except tractors)		Refractory goods  Building bricks and non-refractory goo
PA332	Metal-working machine tools		Pottery
PA333	Pumps, valves and compressors	PA463	Glass
PA334 PA335	Industrial engines Textile machinery and accessories	PA464 PA469.1	Cement Abrasives
PA336	Construction and earth-moving equipment		Miscellaneous building materials and n
	Mechanical handling equipment Office machinery	PA471	products Timber
	Mining machinery	PA472	Furniture and upholstery
PA339.2	Printing, bookbinding and paper goods machinery	PA473	Bedding, etc.
PA339.3	Refrigerating machinery, space heating, ventilating and air-conditioning equipment	PA474 PA475	Shop and office fittings Wooden containers and baskets
PA339.7	Food and drink processing machinery and	PA479	Miscellaneous wood and cork manufac
D 4 220 0	packaging and bottling machinery	PA481	Paper and board
PA339.9	Miscellaneous (non-electrical) machinery Scales and weighing machinery and portable	PA482.1	Cardboard boxes, cartons and fibre-bo packing cases
	power tools	PA482.2	Packaging products of paper and assoc
PA341	Industrial (including process) plant and steelwork	PA483	materials Manufactured stationery
PA342	Process plant engineering contractors Ordnance and small arms		Manufactured stationery Wallcovering
PA349.1	Ball and roller bearings	PA484.2	Miscellaneous manufactures of paper a
PA349.2	Precision chains and other mechanical engineering  Photographic and document conving equipment	PA485	
PA351 PA352	Photographic and document copying equipment Watches and clocks	PA489	periodicals General printing, publishing, etc.
PA353	Surgical instruments and appliances	PA491	Rubber
PA354 PA361	Scientific and industrial instruments and systems Electrical machinery	PA492	Linoleum, plastics floor-covering, leathercloth, etc.
PA362	Insulated wires and cables	PA493	Brushes and brooms
PA363	Telegraph and telephone apparatus and equipment	PA494.1	Toys, games and children's carriages
PA364 PA365	Radio and electronic components Gramophone records and tape recordings	PA494.3 PA495	Sports equipment Miscellaneous stationers' goods
7303	Broadcast receiving and sound reproducing	PA496	Plastics products
14.266	equipment	PA499.1	Musical instruments
PA366 PA367	Electronic computers Radio, radar and electronic capital goods		Miscellaneous manufacturing industrie Gas
A368	Electrical appliances primarily for domestic use	PA602	Electricity
A369	Electrical equipment for motor vehicles, cycles and aircraft	PA 1002	Water supply Summary tables
	anni anni alli		

PA370	Shipbuilding and marine engineering
PA380 PA381	Wheeled tractor manufacturing Motor vehicle manfacturing
171301	Trailers, caravans and freight containers
PA382	Motor cycle, tricycle and pedal cycle
DA 202	manufacturing
PA383 PA384	Aerospace equipment, manufacturing and repairing Locomotives, railway track equipment, railway
1 71304	carriages, wagons and trams
PA390	Engineers' small tools and gauges
PA391	Hand tools and implements
PA392 PA393	Cutlery, spoons, forks and plated tableware, etc. Bolts, nuts, screws, rivets, etc.
PA394	Wire and wire manufactures
PA395	Cans and metal boxes
PA396	Jewellery and precious metals
	Metal furniture Drop forgings, etc.
	Metal hollow-ware
	Miscellaneous metal manufacture
PA411	Production of man-made fibres
PA412 PA413	Spinning and doubling on the cotton and flax system Weaving of cotton, linen and man-made fibres
PA414	Woollen and worsted
PA415	Jute
PA416	Rope, twine and net
PA417	Hosiery and other knitted goods Warp knitting
PA418	Lace
PA419	Carpets
PA421	Narrow fabrics Household textiles and handkerchiefs
	Canvas goods and sacks and other made-up
17112212	textiles
PA423	Textile finishing
	Asbestos Miscellaneous textiles
PA429.2 PA431	Leather (tanning and dressing) and fellmongery
PA432	Leather goods
PA433	Fur
PA441 PA442	Weatherproof outerwear Men's and boys' tailored outerwear
PA443	Women's and girls' tailored outerwear
PA444	Overalls and men's shirts, underwear, etc.
PA445	Dresses, lingerie, infants' wear, etc.
PA446	Hats, caps and millinery Corsets and miscellaneous dress industries
PA449.2	
PA450	Footwear
PA461.1	Refractory goods
PA461.2 PA462	Building bricks and non-refractory goods Pottery
PA463	Glass
PA464	Cement
	Abrasives Miscellaneous building materials and mineral
FA409.2	products
PA471	Timber
PA472	Furniture and upholstery
PA473 PA474	Bedding, etc. Shop and office fittings
PA475	Wooden containers and baskets
PA479	Miscellaneous wood and cork manufactures
PA481	Paper and board
PA482.1	Cardboard boxes, cartons and fibre-board packing cases
PA482.2	Packaging products of paper and associated
	materials
PA483	Manufactured stationery
	Wallcovering Miscellaneous manufactures of paper and board
PA485	Printing and publishing of newspapers and
	periodicals
PA489 PA491	General printing, publishing, etc. Rubber
PA492	Linoleum, plastics floor-covering,
	leathercloth, etc.
PA493	Brushes and brooms
	Toys, games and children's carriages Sports equipment
PA494.3 PA495	Miscellaneous stationers' goods
PA496	Plastics products
	Musical instruments
PA499.2 PA601	Miscellaneous manufacturing industries Gas
PA602	Electricity
PA603	Water supply
PA1002	Summary tables

PA442 MEN'S AND BOYS' TAILORED OUTERWEAR

The information in this report relates to establishments classified to the Men's and boys' tailored outerwear industry, minimum list heading 442 in the Standard Industrial Classification (revised 1968). The activities of the industry include:

Making men's and boys' overcoats, suits, jackets, trousers, kilts, uniforms, liveries, etc. whether readymade or to measure. Clerical (cassocks, surplices, etc.), academic, legal, etc. clothing is included but jeans and similar garments are excluded. Retail bespoke tailoring and workrooms attached to retail shops are also excluded.

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

## LIST OF CONTENTS

Title

Table

No			
	United Kingdom establishments classified to the industry		
1	Input and output, 1970, 1971 and 1972	PA442	2
2	Capital expenditure and stocks, 1970, 1971 and 1972	PA442	3
3	Analysis of establishments by size, 1972	PA442	4
4	Regional distribution of employment, net capital expenditure and net output, 1972	PA442	5
5	Percentage analysis of twelve-month periods covered by returns received from	D1 440	0
	establishments employing 25 or more persons, 1972	PA442	6
6	Percentage analysis of employees by full and part time employment and sex, 1972	PA442	6
7	Sales of principal products of the industry by establishments employing 25 or more persons, including sales by establishments classified to other industries, 1972	PA442	7

Primary and secondary batteries
Electric lamps, electric light fittings, wiring

accessories, etc.

TABLE 2

Input and output, 1970, 1971 and 1972

All United Kingdom establishments classified to the industry (a)

The second of th	Unit	1970	1971	1972
Enterprises	Number	959	956	947
Establishments	п	1,083	1,075	1,070
Sales of goods produced and work done	£,000	215,268	234,979	245,929
Services rendered to other organisations (b)	11	1,284	923	771
Goods merchanted or factored	11	21,248	24,166	23,733
Canteen takings	11	1,025	955	1,002
Total sales and work done	п	238,824	261,024	271,434
Increase during the year, work in progress and goods on hand for sale	п	3,434	2,418	624
Gross output	- 11	242,257	263,442	272,058
Cost of purchases	11	119,264	127,148	129,433
Increase during the year, stocks of materials, stores and fuel	п	557	964	2,690
Payments to other organisations for work done on materials given out	11	7,610	5,876	6,717
for transport by road	П	636	738	965
for transport by rail, water, air and Post Office parcel services	11	760	748	736
Total costs	п	127,713	133,547	135,160
Net output	п	114,544	129,895	136,898
Total employment (including working proprietors) (c)	Thousands	101.0	98.3	95.2
Net output per head	£	1,135	1,321	1,437

<sup>(</sup>a) For 1972, estimates for establishments not making satisfactory returns and for establishments employing less than 25 persons, accounted for 21 per cent of the total figures in which they were incorporated: of this unsatisfactory returns accounted for 14 per cent.

Capital expenditure and stocks, 1970, 1971 and 1972

All United Kingdom establishments classified to the industry (a)

f'000

				£'000
A SE CONTRACTOR MANUEL	1970	1971	19	72
Capital expenditure (b)  New building work	769	730	8	341
Land and existing buildings			CAL	
Acquisitions	401	465	3	376
Disposals	350	1,007	7	701
Plant and machinery			25	
Acquisitions	2,640	2,352	3,020	
Disposals	130	97	275	
Vehicles				
Acquisitions	1,095	1,112	1,266	
Disposals	505	535	574	
Total net capital expenditure (c)	3,921	3,018	3,954	
Increase in stocks and work in progress, 1970, 1971 and 1972 and value of stocks and work in progress at end of 1972	Increase	Increase	Increase	Value at end of year
	S 19 755	1 199		
Materials, stores and fuel	557	964	2,690	22,725
Work in progress	968	560	1,526	11,741
Goods on hand for sale	2,466	1,858	-902	18,151
Total	3,991	3,382	3,314	52,618

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

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

<sup>(</sup>c) Average number employed (full and part time; see table 6) during the year (including working proprietors) by the establishment.

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

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

TABLE 3

Analysis of establishments by size, 1972

All United Kingdom establishments classified to the industry (a)

	B			Emplo	yees	Wages and	salaries	Wages and per					Net	Capital	Total stocks and
Size group (b)	Estab- lish- ments	Enter- prises (c)	Total employment (b)	Operatives	Others (d)	Operatives	Others (d)	Operatives	Others (d)	Total sales and work done (e)	Gross output	Ne t output	output per head	expenditure (net) (f)	work in progress at end of year
	Number	Number	Number	Number	Number	£,000	£,000	£	£	£,000	£,000	£,000	£	£'000	£'000
1-10	419	403	1,916 4,568			00 to		1.2	2 1						
25-49	83	81	3,058	14,419	1,574	11,766	2,463	816	1,565	49,877	49,987	23,712	1,399	662	7,556
50-99	105	103	7,406												2
100-199	88	80	11,443	10,098	1,277	7,933	1,930	786	1,511	33,641	33,471	15,060	1,316	505	5,781
200-299	43	42	11,173	9,593	1,547	8,205	2,263	855	1,463	32,733	33,031	16,094	1,440	433	6,995
300-499	26	21	9,985	8,847	1,125	7,081	1,588	800	1,411	26,275	26,412	13,137	1,315	360	5,498
500-999	21	7	15,345	13,512	1,833	9,961	2,760	737	1,504	42,241	42,346	20,970	1,366	472	10,256
1,000-1,499	6	5	7,398	6,402	996	5,856	1,640	915	1,647	20,388	20,615	12,326	1,666	429	4,134
1,500 and over	6	6	22,911	20,055	2,856	16,501	3,778	823	1,323	66,279	66,196	35,598	1,553	1,092	12,396
Total	1,070	947	95,203	82,926	11,208	67,303	16,423	812	1,465	271,434	272,058	136,898	1,437	3,954	52,618

- (a) Including estimates for establishments not making satisfactory returns and for establishments employing less than 25 persons.
- (b) Average number employed (full and part time; see table 6) during the year (including working proprietors) by the establishment.
- (c) Some enterprises control establishments in more than one size group: the sum of the figures for the size groups will therefore exceed the total for the industry.

- (d) Administrative, technical and clerical employees.
- (e) Including sales of goods merchanted or factored, canteen takings and services rendered to other organisations (amounts charged for hiring out plant, machinery or other goods, for providing transport, or for any technical or other services rendered).
- (f) Acquisitions less disposals.

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

Area		Average number employed (a)		apital iture (b)	establishme	and employment in nts with more than yment in the regio	80 per cent of
	A A 7 (18)				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
9.3	Thousands	per cent of United Kingdom	£,000	per cent of United Kingdom	£,000	COMPA :	Tadagail sedayail
Standard regions of England				1.04		3800	tedaysid 200
North	11.6	12.2	241	6.1	5,511	36.6	4.0
Yorkshire and Humberside				1.8		3000	Petroacy Serebiot
0,001	30.7	32.3	1,506	38.1	15,878	41.7	11.6
East Midlands	4.3	4.5	186	4.7	5,570	86.1	4.1
East Anglia	2.1	2.2	55	1.4	2,706	79.6	2.0
South East	13.3	13.9	361	9.1	10,502	48.8	7.7
South West	2.2	2.3	43	1.1	2,988	94.8	2.2
West Midlands	6.2	6.6	400	10.1	3,847	51.5	2.8
North West	10.4	10.9	246	6.2	5,566	40.6	4.1
Engl and	80.8	84.8	3,037	76.8	52,569	47.6	38.4
Wales	4.4	4.6	152	3.8	4,117	83.0	3.0
Scotland	6.1	6.4	496	12.6	5,186	63.3	3.8
Great Britain	91.3	95.8	3,685	93.2	61,872	50.6	45.2
Northern Ireland	3.9	4.2	269	6.8	3,949	96.2	2.9
Unallocated (d)	ad CLIPETARY		200	kwe_ o	71,077	-	51.9
United Kingdom	95.2	100.0	3,954	100.0	136,898		100.0

<sup>(</sup>a) Average number employed (full and part time; see table 6) during the year (including working proprietors) by the establishment.

<sup>(</sup>b) New building work plus acquisitions less disposals of land and existing buildings, plant and machinery and vehicles.

<sup>(</sup>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.

<sup>(</sup>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.

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

	Accounting year ended	Percentage of total returns received	Percentage of total number employed
		per cent	per cent
1972	April (a)	1.4	0.4
	May	2.1	1.5
	June	6.4	7.1
	July	3.5	2.0
	August	2.8	1.1
	September	5.0	21.5
	October	4.6	3.6
	November	4.3	2.1
	December	41.1	26.2
1973	January	10.3	16.2
	February	3.6	1.6
	March(b)	14.9	16.7
		100.0	100.0

(a) From 6th April

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

TABLE 6

Percentage analysis of employees, by full and part time employment and sex, 1972 (a)

Sex	Full time	Part time	All employees
	per cent	per cent	per cent
	THE WAY I WASH	1 400.00 Tec.000 Tec.000	
Male	23	1	24
Female	65	11	76
	order tär får epergost brogs o Storige ogst tallogs age the Anterida bigging fram stadt go togs allomskillegban mell	Total and another because of the control of the con	
	88	12	100

Source: Department of Employment

(a) The percentages relate to the numbers employed (excluding working proprietors) in the United Kingdom at mid-June, 1972

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

MEN'S AND BOYS' TAILORED GARMENTS (EXCLUDING UNIFORMS, WEATHER-	197	72
PROOF GARMENTS AND GARMENTS MADE WHOLLY OR MAINLY OF LEATHER, SHEEPSKIN, LAMBSKIN AND FUR):		
SUITS:		
MEN'S	THOUS £ THOUS	6,239 91,284
BOYS'	THOUS £ THOUS	296 1,669
JACKETS AND BLAZERS:	2 111005	1,000
MEN'S	THOUS £ THOUS	4,485 30,316
BOYS'	THOUS	1,810
WAISTCOATS AND THE LIKE:	£ THOUS	5,967
MEN'S	THOUS £ THOUS	299 850
BOYS'	THOUS	5
	£ THOUS	7
TROUSERS:	MHOHO	15 504
MEN'S	THOUS £ THOUS	17,594 45,714
BOYS'	THOUS	4,022
SHORTS (NOT MADE ON 2 OR 3 NEEDLE MACHINES):	£ THOUS	6,639
MEN'S	THOUS	77
MEN S	£ THOUS	119
BOYS'	THOUS	2,084
NON-PROOFED OVERCOATS, CLOAKS AND THE LIKE:	£ THOUS	1,898
MEN'S	THOUS	1,214
	£ THOUS	10,446
BOYS'	THOUS	570
MENTO CERVICE AND OTHER UNITEDING VOLUMES AND DOVES INTEGRAL	£ THOUS	1,655
MEN'S SERVICE AND OTHER UNIFORMS, YOUTHS' AND BOYS' UNIFORMS (INCLUDING BATTLE DRESS, LIVERIES AND MALE NURSES' UNIFORMS)	THOUS	3,350
	£ THOUS	17,282
MEN'S AND BOYS' CLOTHING OF LEATHER, SHEEPSKIN AND LAMBSKIN	THOUS £ THOUS	500 8,913
ACADEMIC, LEGAL AND ECCLESIASTICAL, ETC, ROBES, GOWNS, CASSOCKS	2 THOOS	0,010
AND SURPLICES	THOUS	46
MEN'S AND BOYS' TAILORED GARMENTS NOT ELSEWHERE SPECIFIED	£ THOUS £ THOUS	540 704
OTHER PRODUCTS	£ THOUS	800
WASTE PRODUCTS:		
CLOTH CUTTINGS	£ THOUS	62
OTHER	£ THOUS	20
WORK DONE:		
MAKING UP OF MEN'S AND BOYS' TAILORED GARMENTS	£ THOUS	8,545
OTHER (INCLUDING REPAIR WORK)	£ THOUS	199
TOTAL SALES OF PRINCIPAL PRODUCTS OF THE MEN'S AND BOYS'		
TAILORED OUTERWEAR INDUSTRY (MLH 442) AND WORK DONE	£ THOUS	233,626

Source: Business Monitor (PQ442) - Quarterly Statistics

(a) Sales are deliveries on sale for home or abroad. Forward sales are excluded. Values are net selling values; purchase tax, trade discounts and commissions are excluded.

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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 PA 1001 of the Report on the Census of Production for 1972).

## GENERAL INFORMATION

### Changes made for 1972

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

#### Industrial classification

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

#### Coverage

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

#### TERMS USED IN THE CENSUS REPORT

#### Average number employed

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

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

## Working Proprietors

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

#### Employees

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

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

#### Capital expenditure

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

## (a) New building work

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

#### (b) Land and existing buildings

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

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

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

### Enterprise

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

## Establishment

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

Gross output

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

Value of sales and work done

Plus/Less: Increase/decrease in value of stocks of goods on hand for sale

Plus/Less: Increase/decrease in value of work in progress

Gross output.

Net output

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

Gross output

Less: Purchases adjusted for change in value of stocks of fuel and raw materials

Less: Payments for work given to other establishments

Less: Payments for transport

Less: Net amount of any duties, subsidies, allowances and levies payable

= Net output

Net output per person employed

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

Purchases

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

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

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

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

Services rendered

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

Standard Industrial Classification

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

Stocks and work in progress

Values are given of stocks of goods on hand for sale, and of materials and fuel, at the end of the year of return, including any stocks of goods held for 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.

Transport payments

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

Wages and salaries

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

Work given out

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

SYMBOLS USED

The following symbols are used throughout the report:

.. not available

nil or less than half the final digit shown

 figures cannot be shown owing to the risk of disclosing information about individual enterprises

R revised

ROUNDING OF FIGURES

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

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