



BOARD OF TRADE

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42
[HA 251]

Report on the Census of Production 1963

88 Asbestos

LONDON: HER MAJESTY'S STATIONERY OFFICE
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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 - 'Introduction to the Report on the Census of Production 1963' - which is available from the Board of Trade.)

BOARD OF TRADE

Report on the Census of Production 1963

The second edition of the Standard Industrial Classification (Consolidated Edition 1963) is published in this report. It is a revision of the first edition published in 1958. The changes are explained in the introduction to the report. The industry reports concerned are those published in the tables to the report.

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

The products of the newly predominant industry were more than one-fifth of the total value added in the manufacturing industry. This was introduced into the new classification which would result from changes in the successive censuses. The principle of classification by major output was also normally followed in compiling the analysis by sub-divisions of an industry. In certain industries, classification was dealt with in a different way. Details of any non-standard treatment are given in the introduction to the relevant industry reports.

TERMS USED IN THE CENSUS REPORT

Average number employed. Firms 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) operatives (see below). Average number employed is calculated from figures relating to the last week of each calendar month. Figures shown in respect of the average number employed relate to the sum of these averages. Firms were also required to state the number of working proprietors (see below) where appropriate and these are included in total employment figures. Outworkers are excluded.

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 1 of the Report on the Census of Production for 1963.)

GENERAL INFORMATION

Changes in the 1963 census

There were few changes resulting from amendments to the Standard Industrial Classification and only minor changes in the scope of certain industry reports compared with 1958. Any such changes are explained in the introductions to the industry reports concerned or by footnotes to the tables.

Industrial Classification

Establishments were classified to industries on the basis of major activity in conformity with the second edition of the Standard Industrial Classification (Consolidated Edition 1963, incorporating Amendment 1). Each industry was basically defined in terms of its principal products, these being of a similar nature or commonly associated in production. Normally, an establishment was classified to an industry if its sales of the principal products of that industry accounted for a greater proportion of its total sales than did its sales of the principal products of any other industry. However, where the application of this rule would have resulted in a change of classification between 1958 and 1963, the establishment was reclassified only if the sales of principal products of the newly predominant industry was more than one third greater than the sales of principal products of the previously predominant industry. This modification of the general rule was introduced for 1958 to avoid discontinuities which would result from marginal changes in sales between successive censuses.

The principle of classification by major output was also normally followed in compiling the analysis by sub-divisions of an industry.

In certain industries, classification was dealt with in a different way. Details of any non-standard treatment are given in the introductions to the relevant industry reports.

TERMS USED IN THE CENSUS REPORT

Average number employed

Firms 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) operatives (see below). Averages could be calculated from figures relating to the last week of each calendar month; figures shown in respect of the average number employed relate to the sum of these averages. Firms were also required to state the number of working proprietors (see below) where appropriate and these are included in total employment figures. Outworkers are excluded.

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

Working Proprietors

These include all persons regarded as 'self-employed' for National Insurance purposes, and members of their families who worked in the business without receiving a fixed wage or salary; but persons who worked less than half the normal number of working hours are excluded. For Great Britain, directors working in the business but not in receipt of a definite wage, salary or commission are included under this heading for 1963, but are excluded for 1958. For Northern Ireland, directors of limited companies, other than those paid by fee only, are included for both years. (Directors paid by fee only are not included in any of the employment figures for either year.)

Employees

(i) Administrative, technical and clerical employees include 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. For Great Britain, but not for Northern Ireland, they include also managing and other directors in receipt of a definite wage, salary or commission.

(ii) Operatives include all other classes of employees, that is, broadly speaking, all manual wage earners. They include those employed in and about the factory or works; operatives employed in power houses, transport work, stores, warehouses, shops and canteens; inspectors, viewers and similar workers; maintenance workers; and cleaners. Operatives engaged in outside work of erection, fitting, etc. are also included, but outworkers (i.e. persons employed by the firm who worked in their own homes, etc. on materials supplied by the firm) are excluded. Information about the numbers of outworkers employed was collected only for the gloves industry.

Capital Expenditure

(i) New building work.

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

88 Asbestos

This Report on the Asbestos Industry relates to establishments engaged wholly or mainly in carding, spinning, weaving, felting and moulding asbestos fibre and in the manufacture from asbestos of engine and boiler packing, brake and clutch linings, etc. The manufacture of asbestos cement goods is excluded.

This industry corresponds to minimum list heading 429(1) in the Standard Industrial Classification (Consolidated edition, 1963).

There were no larger establishments in this industry in Northern Ireland in 1954, 1958 and 1963.

In interpreting the data in the tables it is essential to bear in mind the notes and definitions which appear on pages (ii), (iii) and (iv).

Year	Total	Administrative, technical and clerical employees	Operatives
1954	1,200	100	1,100
1958	1,300	120	1,180
1963	1,400	150	1,250

(a) For 1963, estimates for small firms and for firms not making satisfactory returns are included about 3 per cent of the total figures to which they were incorporated. For 1954 and 1958, the comparable figure was also 3 per cent. A summary of the detailed returns received is given in the main tables.

(b) Including services rendered to other organizations (amounts charged for hiring out plant, machinery and other goods, for providing transport, or for technical or other services rendered).

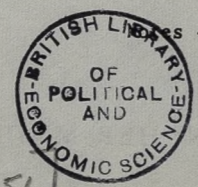
(c) Administrative, technical and clerical employees.

(d) Including pensions and gratuities paid other than from pension funds.

(e) Including expenditure for establishments not yet in production.

(f) Acquisitions less disposals.

5
42
[HA 251]
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- continued on pages iii and iv

LIST OF TABLES

Table No.	Title	Page
1	Industry summary: United Kingdom. Estimates for all firms, 1958 and 1963	88/3
2	Summary of returns received from larger firms, 1958 and 1963	88/4
3	Analysis of larger firms by size of enterprise within the industry, 1963	88/5
4	Percentage analysis of employees, by age and sex, all firms, 1963: United Kingdom	88/6
5	Sales of principal products of the industry by larger firms, including sales by establishments classified to other industries, 1958 and 1963	88/7
6	Sales of principal products of the industry by establishments classified to other industries, 1958 and 1963	88/8
7	Sales of other than principal products by larger firms in the industry, 1958 and 1963	88/8
8	Production of certain principal products of the industry by larger firms, including production by establishments classified to other industries, 1958 and 1963	DOES NOT APPLY
9	Purchases of selected principal products of the industry by larger firms, 1963	DOES NOT APPLY
10	Purchases by larger firms in the industry, 1954 and 1963	88/9
11	Transport costs and employment of larger firms, 1963	88/10
12	Payments for certain services, etc. by larger firms, 1963	88/11
13	Percentage analysis of twelve-month periods covered by returns from larger firms, 1963	88/11
14	Sales of all parts of machinery and plant by larger firms, including sales by establishments classified to other industries, 1958 and 1963	DOES NOT APPLY

TABLE 1 Industry summary: United Kingdom

Estimates for all firms, 1958 and 1963 (a)

	Unit	1958	1963
Number of enterprises	No.	82	69
Number of establishments	"	93	87
Gross output	£'000	44,017	57,302
Net output	"	21,538	29,297
Net output per head	£	1,153	1,422
Sales and work done	£'000	35,171	43,855(b)
	{		
	goods produced and work done		
	merchanted goods and canteen takings	8,105	13,099
Purchases	"	22,068	17,680
	{		
	materials for processing and packaging, and fuel		
	goods for merchandising and canteen purchases		9,070
Payments to other organisations	"	137	133
	{		
	for work done on materials given out		
	for transport	594	562
Stocks and work in progress	"		
	{		
Total stocks and work in progress		+ 1,062	- 213
	at end of year	12,898	13,951
Goods on hand for sale	"	+ 616	+ 272
	{		
	change during year		
	at end of year	4,483	6,592
Work in progress	"	+ 125	+ 77
	{		
	change during year		
	at end of year	1,615	2,140
Materials, stores and fuel	"	+ 321	- 561
	{		
	change during year		
	at end of year	6,800	5,219
Average number employed	Th.	18.7	20.6
	{		
	total, including working proprietors		
	operatives	12.7	13.8
	other employees (c)	6.0	6.7
Wages and salaries	£'000	6,727	9,526
	{		
	of operatives	4,167	6,002
	of other employees (c)		
Employers' contributions to National Insurance and private pension schemes, etc. (d)	"	..	1,093
Capital expenditure (e)	"		
	{		
Total		..	1,853
New building work	"	715	426
Land and existing buildings (f)	"	..	18
Plant and machinery (f)	"	1,715	1,250
Vehicles (f)	"	214	195

(a) For 1963, estimates for small firms and for firms not making satisfactory returns accounted for about 3 per cent. of the total figures in which they were incorporated. (For 1958 the comparable figure was also 3 per cent.) A summary of the detailed returns received is given in Table 2.

(b) Including services rendered to other organisations (amounts charged for hiring out plant, machinery and other goods, for providing transport, or for technical or other services rendered).

(c) Administrative, technical and clerical employees.

(d) Including pensions and gratuities paid other than from pension funds.

(e) Excluding expenditure for establishments not yet in production.

(f) Acquisitions less disposals.

TABLE 2 Summary of returns received from larger firms, 1958 and 1963

Firms employing 25 or more persons: United Kingdom (a)

	Unit	1958	1963	
Number of enterprises	No.	30	23	
Number of establishments	"	41	40	
Gross output	£'000	42,737	55,617	
Net output	"	20,913	28,435	
Net output per head	£	1,153	1,422	
Sales and work done	goods produced and work done	£'000	34,149	42,565(b)
	merchanted goods and canteen takings	"	7,869	12,713
Index of specialisation (c)	Per cent.	87	85	
Purchases	materials for processing and packaging, and fuel	£'000	21,426	17,160
	goods for merchandising and canteen purchases	"		8,803
Payments to other organisations	for work done on materials given out	"	133	129
	for transport	"	577	545
Stocks and work in progress				
Goods on hand for sale	change during year	"	+ 598	+ 264
	at end of year	"	4,352	6,398
Work in progress	change during year	"	+ 121	+ 74
	at end of year	"	1,568	2,077
Materials, stores and fuel	change during year	"	+ 312	- 545
	at end of year	"	6,602	5,066
Average number employed	total, including working proprietors	No.	18,143	19,997
	operatives	"	12,338	13,478
	other employees (d)	"	5,805	6,516
Wages and salaries	of operatives	£'000	6,537	9,276
	of other employees (d)	"	4,049	5,845
Wages and salaries per head	operatives	£	530	688
	other employees (d)	"	698	897
Employers' contributions to National Insurance (e)	£'000	574	574	
Employers' contributions to private pension schemes, etc. (f)	"		491	
Capital expenditure (g)				
New building work	"	694	413	
Land and existing buildings	acquisitions	"		102
	disposals	"		120
Plant and machinery	acquisitions	"	1,719	1,261
	disposals	"	54	47
Vehicles	acquisitions	"	316	308
	disposals	"	107	119

For notes to this table - see page 88/6

TABLE 3 Analysis of larger firms by size of enterprise within the industry, 1963

(i) Output, employment, capital expenditure and stocks

Firms employing 25 or more persons: United Kingdom

Average number employed by the enterprise in the industry (a)	Enterprises	Establishments	Average number employed (a)	Gross output	Net output	Net output per head	Capital expenditure (b)	Total value of stocks and work in progress at end of year
	Number	Number	Number	£'000	£'000	£	£'000	£'000
25-49	5	5	179	415	165	920	6	50
50-199	5	5	627	1,400	719	1,147	52	451
200-299	3	3	775	2,011	1,256	1,620	78	375
300-399	3	3	1,040	2,698	1,452	1,396	94	686
400-999	3	5	2,002	6,731	3,019	1,508	99	1,071
1,500 and over	4	19	15,374	42,362	21,825	1,420	1,469	10,907
Total	23	40	19,997	55,617	28,435	1,422	1,798	13,540

(ii) Employees, wages and salaries, and employers' contributions

Firms employing 25 or more persons: United Kingdom

Average number employed by the enterprise in the industry (a)	Employees		Wages and salaries		Employers' contributions		Wages and salaries per head	
	Operatives	Others (c)	Operatives	Others (c)	National Insurance (d)	Private pension schemes, etc. (e)	Operatives	Others (c)
25-49	144	34	79	31	5	-	547	901
50-199	455	172	286	144	16	8	628	835
200-299	550	225	358	215	22	17	651	955
300-399	647	393	359	373	23	22	555	949
400-999	1,134	867	689	713	54	61	608	822
1,500 and over	10,548	4,825	7,505	4,370	454	382	712	906
Total	13,478	6,516	9,276	5,845	574	491	688	897

(a) Including working proprietors.

(b) Acquisitions less disposals.

(c) Administrative, technical and clerical employees.

(d) Including both flat rate and graduated contributions.

(e) Including pensions and gratuities paid other than from pension funds. These amounted in total to £100,000.

TABLE 4 Percentage analysis of employees, by age and sex, all firms, 1963: United Kingdom (a)

Ages	Males	Females	All employees
	Per cent.	Per cent.	Per cent.
Under 18	3	3	6
18 and over	66	28	94
All ages	69	31	100

Source: Ministry of Labour

(a) The percentages relate to the numbers employed (excluding working proprietors) at mid-June, 1963, in the 'Other Textile Industries' - Minimum List Heading 429.

Footnotes to Table 2.

(a) The following information relates to small firms (employing fewer than 25 persons) in this industry. It includes an estimate for small firms not making satisfactory returns which account for less than 1 per cent. of the employment shown for 1963 and 4 per cent. for 1958.

	1958	1963
Number of firms	50	46
Average number employed:		
Working proprietors	476	68
Other persons employed		508

- (b) Including services rendered to other organisations (amounts charged for hiring out plant, machinery and other goods, for providing transport, or for technical or other services rendered).
- (c) This is the ratio of total sales of principal products by the industry to total sales of goods produced and work done.
- (d) Administrative, technical and clerical employees.
- (e) Including both flat rate and graduated contributions.
- (f) Including pensions and gratuities paid other than from pension funds.
- (g) Excluding expenditure for establishments not yet in production.

TABLE 5 Sales of principal products of the industry by larger firms, including sales by establishments classified to other industries, 1958 and 1963

Firms employing 25 or more persons: United Kingdom

	1958		1963		Enter-prises	Entries
	Quantity	Value	Quantity	Value		
	Tons	£'000	Tons	£'000	Number	Number
Asbestos manufactures						
Carded and processed fibre (a)					*	5
Yarn	4,672	2,394	3,541	320	*	5
Woven cloth	2,589	1,761	2,571	1,701	5	6
Webbing, listing and braiding	504	493	634	596	5	5
Compressed fibre sheets for joints	5,406	1,864	6,100	2,527	6	6
Grey fabric for processing into brake and clutch linings	2,473	2,077	10,947	12,218	17	22
Brake and clutch linings	7,005	9,003				
Mattresses	..	137	37.0	32	5	5
Insulating materials						
Rope lagging	18,506	2,517	1,222	365	5	5
Pipe and slab			17,556	2,550	6	8
Other	..	2,216	..	2,806	8	9
Proofed goods and packings	2,185	1,859	2,373	2,047	12	12
Other asbestos manufactures including millboard and paper but excluding asbestos cement goods	..	4,932(c)	..	5,062	14	19
Paste and composition for coverings	..	423	4,982	154	5	5
Other products	..	129	..	104	9	16
Waste products	..	33	..	50	8	14
Work done on commission, sub-contract work, etc.	640	426	*	*
Total		33,661		43,403
Sales in other industries (see Table 6)		4,122		7,126
Principal products of this industry sold by establishments in the industry		29,539		36,277	23	33(d)

- (a) Described in 1958 as 'Carded fibre'.
- (b) Excluding rope and string for 1958.
- (c) Including rope and string for 1958.
- (d) This figure represents the total number of returns made by larger firms in this industry, which is less than the total number of establishments in Table 2 on account of combined returns covering more than one establishment.

TABLE 6 Sales of principal products of the industry by establishments classified to other industries, 1958 and 1963

Firms employing 25 or more persons: United Kingdom

Sales of principal products by larger establishments classified to other industries amounted to £4,122,000 in 1958 and £7,126,000 in 1963 but, owing to the risk of disclosure of information relating to individual firms, separate particulars cannot be given.

TABLE 7 Sales of other than principal products by larger firms in the industry, 1958 and 1963

Firms employing 25 or more persons: United Kingdom

	1958		1963	
	Quantity	Value	Quantity	Value
		£'000		£'000
Machinery belting of all kinds	..	1,542	..	2,495
Gaskets and jointings including metallic packings	}	3,069	..	1,475
Other goods including engine and boiler packings, other than asbestos			..	2,106
Services rendered to other organisations (a)	213
Total value of goods sold without having been subjected to any manufacturing process (merchanted or factored)	..	7,680	..	12,474
Canteen takings		189		239
Total		12,481(b)		19,002

(a) Amounts charged for hiring out plant, machinery or other goods, for providing transport, or for technical or other services rendered to other organisations.
 (b) Excluding amounts charged for services rendered to other organisations.

TABLE 8 Production of certain principal products of the industry by larger firms, including production by establishments classified to other industries, 1958 and 1963

This table is not applicable to this industry.

TABLE 9 Purchases of selected principal products of the industry by larger firms, 1963

This table is not applicable to this industry.

TABLE 10 Purchases by larger firms in the industry, 1954 and 1963

Firms employing 25 or more persons: United Kingdom

	1954		1963	
	Quantity	Cost	Quantity	Cost
	Th. tons	£'000	Th. tons	£'000
Materials for processing				
Asbestos				
Raw and fibre				
Chrysotile	19.7	2,421	27.1	2,637
Other sorts	19.7	1,244	20.6	1,290
Yarn (including carded fibre)	..	528	..	994
Cloth and fabric				
For brake and clutch linings	}	1,729	..	748
Other			..	366
Other materials of asbestos	..	262	..	1,226
Raw cotton	}	703	..	263
Cotton yarn (including cotton waste yarn) (a)			Th.lb.	448
Man-made fibre (rayon, nylon, etc.) spun yarn including spun yarn doubled with continuous filament yarn				
Synthetic (nylon, etc.) yarn	}	(b)	1,056	414
Other (rayon, etc.) yarn			750	73
Rubber in all forms	..	322	..	574
Copper (excluding blister) in all forms except finished parts, wire and scrap	..	(b)	0.1	42
Lubricating oils and greases	}	(b)	Th.gal.	16
			73.7	..
			Th.cwt.	7
	5	
Replacement parts for firms' own machinery, plant and vehicles, and accessories and consumable tools bought as replacement	..	368	..	848
All other materials for processing	..	4,318	..	5,032
Packaging materials				
Boxes, cartons, packing cases, and drums and canisters (with or without metal ends) of paper, cardboard and fibreboard	}	460	..	397
All other packaging materials			..	139
Fuel and electricity (c)			Th. tons	
Coal	64.4	262	53.0	282
Coke (including screenings) and manufactured fuel	6.3	34	2.0	17
Derv fuel and motor spirit for use in road vehicles	Th.gal.	385	78	786
Other liquid fuels (including creosote/pitch mixtures, etc., and liquefied petroleum gases)	2,920	117	11,513	415

Continued on next page

TABLE 10 (continued)

	1954		1963	
	Quantity	Cost	Quantity	Cost
	Th.therms	£'000	Th.therms	£'000
Fuel and electricity (c) (continued)				
Gas	1,615	93	2,278	161
	Th.kWh		Th.kWh	
Electricity	50,278	244	104,788	595
Total cost of materials and fuel		13,182		17,160
Goods purchased for merchanting		..		8,597
Canteen purchases		..		206
Total cost of purchases		..		25,963

(a) 'Cotton waste yarn' was not specifically included in 1954.

(b) Not recorded separately.

(c) The total quantity of electricity generated in firms' own establishments in this industry in 1963 was 3.6 Th.kWh. Owing to the risk of disclosure of information relating to individual firms the quantity for 1954 cannot be given.

TABLE 11 Transport costs and employment of larger firms, 1963

Firms employing 25 or more persons: United Kingdom

	Unit	1963
Average number employed mainly on transport	No.	221
Transport costs		
Wages and salaries	£'000	202
Derv fuel and motor spirit	"	173
Payments to other organisations for transport	"	545
Costs of operating road goods vehicles		
Insurance	"	10
Vehicle licences	"	11
Depreciation	"	57
Payments to other organisations for repairs and maintenance	"	28
Total	"	1,026

TABLE 12 Payments for certain services, etc. by larger firms, 1963 (a)

Firms employing 25 or more persons: United Kingdom

	Amounts payable
	£'000
Repairs and maintenance to	
Buildings	105
Road goods vehicles	28
Plant, machinery, and other capital equipment	178
Insurance, licensing and depreciation of road goods vehicles (b)	78
Rates, excluding water rates	348
Hire of plant and machinery	37
Postage, telephone, telegrams and cables	301
Total	1,074

(a) No deduction is made for these payments to arrive at the figures of net output given in this report.

(b) For details see Table 11.

TABLE 13 Percentage analysis of twelve-month periods covered by returns from larger firms, 1963

Firms employing 25 or more persons: United Kingdom

Year ended	Percentage of total number employed	Year ended	Percentage of total number employed
1963	Per cent.	1963 (contd.)	Per cent.
April (a)	0.0	November	0.0
May	0.0	December	39.6
June	1.1	1964	
July	2.2	January	0.0
August	0.0	February	0.0
September	45.4	March	11.6
October	0.2	Total	100

(a) Including returns made for twelve-month periods ended 1st to 5th April, 1964.

TABLE 14 Sales of all parts of machinery and plant by larger firms, including sales by establishments classified to other industries, 1958 and 1963

This table is not applicable to this industry.

Capital Expenditure (continued)

(ii) Land and existing buildings.

The items shown are the capital cost of freeholds purchased and the capital cost or 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.

(iii) Plant, machinery and vehicles.

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

Capital expenditure during the year in respect of manufacturing establishments where production had not started before the end of the year is excluded in this report for both 1958 and 1963.

Characteristic Products

The characteristic products of a sub-division are those in terms of which the sub-division is defined. They are products commonly associated in production and are usually similar in nature or manner of production. In most cases the characteristic products of each sub-division are indicated in Table 5 of the industry reports. For those industries for which an analysis by sub-divisions has been made, Table 2 shows the total sales of such characteristic products for each sub-division. The totals include, besides the products which define the sub-division, other items of output assumed to be closely related to them, e.g. waste products and work done.

Enterprise

The term enterprise is used in this report to mean one or more firms under common ownership or control. An enterprise normally consists either of a single firm, or of a parent company together with its subsidiary companies.

Entries

The number of entries shown in Tables 5, 6 and 8 against a particular output or production heading is the number of returns on which figures were recorded for that item.

Establishment

The census was based on the establishment, comprising in most cases the whole of the premises under the same ownership or management at a particular address (e.g. a factory or mine); but firms were asked to exclude from all sections of their returns particulars relating to any department not engaged in production for which they kept a separate set of accounts. Where separate accounts were not kept, they were asked to include merchanting or factoring, canteens operated by them and other

ancillary activities such as bottling, packing and the manufacture of containers for packing their own products, whether or not these activities are carried on at the same address as the works. Building and engineering maintenance departments and selling and transport departments were treated similarly.

Gross Output

The gross output of an industry is the aggregate value of goods made and other work done during the year by the establishments classified to the industry. It is derived by subtracting from the value of sales and work done, the value of stocks of goods on hand for sale and work in progress at the beginning of the year and adding the value at the end of the year.

Larger Firms

These are firms in which twenty-five or more persons were employed on the average during the year.

Net Output

The net output of an industry represents the value added to materials by the process of production. It includes the gross margin on any merchanted or factored goods sold; it constitutes the fund from which wages, salaries, insurance, pensions, hire of plant and machinery, payments for repairs and maintenance, costs of operating road vehicles, rents, rates and taxes, advertising and other selling expenses and all other similar charges have to be met, as well as depreciation and profits. There is no appreciable duplication in net output. Net output has been obtained by deducting from the gross output the cost of purchases adjusted for stock changes, payments for work given out to other firms, and payments for transport.

Normally any customs or excise duty on materials purchased is included in the cost of materials. Similarly, finished goods sold have been valued as they were sold, duty paid or duty free. The amounts of duty, subsidies, allowances and levies receivable or payable, where of substantial importance in the industry, were required to be stated separately, and these items were taken into account when calculating net output.

Net output per person employed

The figures for 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.

Principal Products

The principal products of an industry are those in terms of which the industry is defined. They are products commonly associated in production, and are usually similar in nature or manner of production.

Production

This means the total quantity of a product made during the year, whether sold in the year, added to stock, transferred to another department of the same firm, or used in the manufacture of other products within the business covered by the return. It includes goods produced from materials supplied by other firms.

Purchases

Purchases include the cost of materials and components bought for use in production; of fuel and electricity for all purposes; of packing materials, including the full cost of returnable cases and containers when first purchased; of workshop materials, office materials and materials for repairs to firms' own buildings, plant and vehicles when carried out by their own workpeople included in the return; 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 merchandising or factoring and canteen supplies are included. Materials supplied by customers for processing are excluded.

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 firms' own separate transport organisations, for delivery of materials and fuel are, therefore, excluded. Materials purchased overseas are included at their c.i.f. cost plus any duty payable if the cost of transport from the docks was not included in the invoiced price, but at their full delivered cost if invoiced 'carriage paid home'. Materials and fuel transferred from another department of the firm 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 firms 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 firm's capital asset account. Goods sold without being subjected to any manufacturing process (merchanted or factored) and canteen takings are included as in 1958.

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, net of any trade discounts, agents' commissions, allowances for returnable cases, purchase tax, etc.; the net amount charged for packing materials is included. Goods charged on a delivered basis to customers overseas are included at the f.o.b. value. For work done on commission or for the trade the value shown is the net amount charged.

Where goods produced in one department were transferred to another department of the same firm not covered by the return, these transfers were treated as sales by the producing department 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. Estimations of a similar kind were also sometimes necessary in valuing transfers between different firms belonging to the same enterprise. To the extent that the sales of finished products of one establishment may constitute the materials purchased by another, total figures of the value of sales (and of materials and fuel purchased) include an element of duplication.

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 departments of the same firm not covered by the return.

Small Firms

These are firms in which fewer than twenty-five persons were employed on the average during the year.

Stocks and Work in Progress

Values are given of stocks of goods on hand for sale, and of materials and fuel, at the beginning and end of the year of return, including any stocks of goods held for merchandising or factoring. The values include duty in the case of dutiable goods held out of bond. The value of work in progress at the two dates is 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 payments to other firms, and to any separate transport organisation of the same firm, 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, coast-wise shipping, air, etc. Payments made for sea freight on goods sold to customers overseas and on materials and fuel purchased from overseas suppliers are excluded.

Wages and Salaries

These are the 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; in Northern Ireland this exclusion extends also to payments to directors of limited companies. 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 Insurance and pension schemes is excluded.

Work given out

The figures shown represent the total amount paid for work done by other firms on materials supplied to them, and also by firms' own establishments for which separate returns were made. 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 negligible (less than half the final digit shown)
- * Figures cannot be shown owing to the risk of disclosing information about individual enterprises.

Rounding of Figures

The figures in the tables have, where necessary, been rounded to the nearest final digit. There may, therefore, be apparent slight discrepancies between the sums of the constituent items and the totals shown.

List of Industry Reports, etc

Part No. and title

- 1 Introductory Notes
- 2 Coal Mining
- 3 Stone and Slate Quarrying and Mining
- 4 Chalk, Clay, Sand and Gravel Extraction
- 5 Metalliferous Mining and Quarrying
- 6 Salt and Miscellaneous Non-metalliferous Mining and Quarrying
- 7 Grain Milling
- 8 Bread and Flour Confectionery
- 9 Biscuits
- 10 Bacon Curing, Meat and Fish Products
- 11 Milk Products
- 12 Sugar
- 13 Cocoa, Chocolate and Sugar Confectionery
- 14 Fruit and Vegetable Products
- 15 Animal and Poultry Foods
- 16 Margarine
- 17 Starch and Miscellaneous Foods
- 18 Brewing and Malting
- 19 Spirit Distilling and Compounding
- 20 Soft Drinks, British Wines, Cider and Perry
- 21 Tobacco
- 22 Coke Ovens and Manufactured Fuel
- 23 Mineral Oil Refining
- 24 Lubricating Oils and Greases
- 25 Dyestuffs
- 26 Fertilizers and Chemicals for Pest Control
- 27 General Chemicals
- 28 Pharmaceutical Preparations
- 29 Toilet Preparations
- 30 Explosives and Fireworks
- 31 Paint and Printing Ink
- 32 Vegetable and Animal Oils and Fats
- 33 Soap, Detergents, Candles and Glycerine
- 34 Synthetic Resins and Plastics Materials
- 35 Polishes
- 36 Gelatine, Adhesives, etc.
- 37 Iron and Steel (General)
- 38 Steel Tubes
- 39 Iron Castings, etc.
- 40 Non-ferrous Metals
- 41 Agricultural Machinery (except Tractors)
- 42 Metal-working Machine Tools
- 43 Engineers' Small Tools and Gauges
- 44 Industrial Engines
- 45 Textile Machinery and Accessories
- 46 Contractors' Plant and Quarrying Machinery
- 47 Mechanical Handling Equipment
- 48 Office Machinery
- 49 Miscellaneous (Non-electrical) Machinery
- 50 Industrial Plant and Steelwork
- 51 Ordnance and Small Arms
- 52 General Mechanical Engineering
- 53 Scientific, Surgical and Photographic Instruments, etc.
- 54 Watches and Clocks
- 55 Electrical Machinery
- 56 Insulated Wires and Cables
- 57 Telegraph and Telephone Apparatus
- 58 Radio and Other Electronic Apparatus
- 59 Domestic Electrical Appliances
- 60 Miscellaneous Electrical Goods
- 61 Shipbuilding and Marine Engineering
- 62 Motor Vehicle Manufacturing
- 63 Motor Cycle, Three-wheel Vehicle and Pedal Cycle Manufacturing
- 64 Aircraft Manufacturing and Repairing
- 65 Locomotives and Railway Track Equipment
- 66 Railway Carriages and Wagons and Trams
- 67 Perambulators, Hand-trucks, etc.
- 68 Tools and Implements

Part No. and title

- 69 Cutlery
- 70 Bolts, Nuts, Screws, Rivets, etc.
- 71 Wire and Wire Manufactures
- 72 Cans and Metal Boxes
- 73 Jewellery, Plate and Refining of Precious Metals
- 74 Miscellaneous Metal Manufactures
- 75 Production of Man-made Fibres
- 76 Spinning and Doubling of Cotton, Flax and Man-made Fibres
- 77 Weaving of Cotton, Linen and Man-made Fibres
- 78 Woollen and Worsted
- 79 Jute
- 80 Rope, Twine and Net
- 81 Hosiery and Other Knitted Goods
- 82 Lace
- 83 Carpets
- 84 Narrow Fabrics
- 85 Household Textiles and Handkerchiefs
- 86 Canvas Goods and Sacks
- 87 Textile Finishing
- 88 Asbestos
- 89 Miscellaneous Textile Industries
- 90 Leather (Tanning and Dressing) and Fellmongery
- 91 Leather Goods
- 92 Fur
- 93 Weatherproof Outerwear
- 94 Men's and Boys' Tailored Outerwear
- 95 Women's and Girls' Tailored Outerwear
- 96 Overalls and Men's Shirts, Underwear, etc.
- 97 Dresses, Lingerie, Infants' Wear, etc.
- 98 Hats, Caps and Millinery
- 99 Corsets and Miscellaneous Dress Industries
- 100 Gloves
- 101 Footwear
- 102 Bricks, Fireclay and Refractory Goods
- 103 Pottery
- 104 Glass
- 105 Cement
- 106 Abrasives
- 107 Miscellaneous Building Materials, etc.
- 108 Timber
- 109 Furniture and Upholstery
- 110 Bedding and Soft Furnishings
- 111 Shop and Office Fitting
- 112 Wooden Containers and Baskets
- 113 Miscellaneous Wood and Cork Manufactures
- 114 Paper and Board
- 115 Cardboard Boxes, Cartons and Fibre-board Packing Cases
- 116 Miscellaneous Manufactures of Paper and Board
- 117 Printing and Publishing of Newspapers and Periodicals
- 118 General Printing, Publishing, Bookbinding, Engraving, etc.
- 119 Rubber
- 120 Linoleum, Leathercloth, etc.
- 121 Brushes and Brooms
- 122 Toys, Games and Sports Equipment
- 123 Miscellaneous Stationers' Goods
- 124 Plastics Moulding and Fabricating
- 125 Miscellaneous Manufacturing Industries
- 126 Construction
- 127 Gas
- 128 Electricity
- 129 Water Supply
- 130 Index of Products
- 131 Summary Volume
- 132 Summary Volume
- 133 Summary Volume

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