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DEPARTMENT OF TRADE AND INDUSTRY **BUSINESS STATISTICS OFFICE**

Report on the Census of Production 1970

C124 Footwear



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

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Enquiries:
Business Statistics Office
Cardiff Road
Newport, Mon
NPT 1XG
Newport 56111 (STD code 0633) ext 2455

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Business Monitor

DEPARTMENT OF TRADE AND INDUSTRY BUSINESS STATISTICS OFFICE

Report on the Census of Production 1970

C124 Footwear

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

LONDON: HER MAJESTY'S STATIONERY OFFICE 1973

Coal mining
Stone and slate quarrying and mining

Metalliferous mining and quarrying

Bacon curing, meat and fish products
Milk and milk products

Cocoa, chocolate and sugar confectionery Fruit and vegetable products

Grain milling
Bread and flour confectionery

Animal and poultry foods

Margarine

Tobacco

Paint

C36 Fertilizers

Polishes

Printing ink Surgical bandages, etc.

Steel tubes C46 Iron castings, etc.

Office machinery

making machinery

type refrigerators)

steelwork

and systems

conditioning equipment

Ordnance and small arms

Watches and clocks

Electrical machinery

Insulated wires and cables

reproducing equipment Electronic computers

General mechanical engineering

Surgical instruments and appliances Scientific and industrial instruments

Radio and electronic components Broadcast receiving and sound

C77 Radio, radar and electronic capital goods

Telegraph and telephone apparatus and

C21 C22

C24

C27

C34

Vegetable and animal oils and fats

Starch and miscellaneous foods

Brewing and malting
Soft drinks
Spirit distilling and compounding
British wines, cider and perry

Coke ovens and manufactured fuel Mineral oil refining Lubricating oils and greases

General chemicals (other than inorganic

Synthetic resins and plastics materials

Pharmaceutical chemicals and preparations

General chemicals (inorganic)
General chemicals (organic)

C38 Formulated adhesives, gelatine, etc.

Explosives, fireworks and matches

Photographic chemical materials Iron and steel (general)

Aluminium and aluminium alloys

Metal-working machine tools

Pumps, valves and compressors Industrial engines

Textile machinery and accessories

Mechanical handling equipment

Copper, brass and other copper alloys

Miscellaneous base metals
Agricultural machinery (except tractors)

Construction and earth moving equipment

Mining machinery
Printing, bookbinding and paper goods

C60 Refrigerating machinery (except domestic

Space heating, ventilating and air-

Food and drink processing machinery

Miscellaneous (non-electrical) machinery

Photographic and document copying equipment

Industrial (including process) plant and

Formulated pesticides and disinfectants

Toilet preparations

Soap and detergents

and synthetic rubber

C35 Dyestuffs and pigments

Chalk, clay, sand and gravel extraction

Petroleum and natural gas
Salt and miscellaneous non-metalliferous

Introductory Notes

mining and quarrying

C78	Electric appliances	primarily	v fo
	domestic use	primaring	, 10

Miscellaneous electrical goods Shipbuilding and marine engineering Wheeled tractor manufacturing

Motor vehicle manufacturing Motor cycle, tricycle and pedal cycle manufacturing

Aerospace equipment manufacturing

and repairing
Locomotives and railway track equipment
Railway carriages, wagons and trams

Engineers' small tools and gauges Hand tools and implements

Cutlery, spoons, forks and plated tableware, etc. C89 C90

Bolts, nuts, screws, rivets, etc. Wire and wire manufactures Cans and metal boxes

Jewellery and precious metals Metal furniture

C95 C96 Drop forgings, etc. Metal hollow-ware Miscellaneous metal goods

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

C100 Weaving of cotton, linen and man-made fibres C101

Woollen and worsted C102

C103 Rope, twine and net

Hosiery and other knitted goods

C105 Lace

C106 C107

Carpets Narrow fabrics

Made-up household textiles and handkerchiefs

Canvas goods and sacks, etc. Textile finishing C109

C110 Asbestos

Miscellaneous textiles
Leather (tanning and dressing) and

fellmongery C114 Leather goods

C115

Waterproof outerwear

Men's, and boys' tailored outerwear Women's and girls' tailored outerwear Overalls and men's shirts, underwear, etc.

C120

Dresses, lingerie, infants wear, etc. Hats, caps and millinery Corsets and miscellaneous dress industries

C122 C123 Gloves

Footwear

Bricks, fireclay and refractory goods

C126 Pottery C127

Glass

C128 Cement C129

Abrasives Miscellaneous building materials and mineral

products C131 Timber

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

C136 Miscellaneous wood and cork manufacturers Paper and board Cardboard boxes, cartons and fibre-board

packing cases

Packaging products of paper and associated materials (other than board) C139

Manufactured stationery

Wallcovering

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

periodicals
General printing, publishing, etc.

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

Brushes and brooms Toys, games and children's carriages

Sports equipment C148 Miscellaneous stationers' goods

Plastics products Musical instruments

Miscellaneous manufacturing industries

Gas Electricity

C154 Summary tables

C124 Footwear

This report on the Footwear Industry relates to establishments engaged wholly or mainly in manufacturing footwear of all types and materials. The cutting of leather soles and heels is included but not wooden soles, heels or lasts, nor plastics components.

The industry corresponds to minimum list heading 450 in the Standard Industrial Classification (revised 1968) which was used for the first time as a basis of classification in the 1968 census, when it was reported as part 124. The definition of the industry is the same for the 1968 and 1970 censuses. The figures given for 1963 have been reclassified as far as possible according to the Standard Industrial Classification

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

C124.2

Table Title Page No $Section\ I_{\mathbb{R}^{n-1}}Estimates\ for\ all\ United\ Kingdom\ establishments\ in\ the\ industry$ Net output, 1963, 1968 and 1970 - Establishments classified to the industry C124.3 Capital expenditure and stocks, 1963, 1968 and 1970 - Establishments classified to the industry C124.4 Analysis of establishments by size, 1970 - Establishments classified to the industry C124.5 Percentage analysis of employees by age and sex, 1970 - Establishments classified to the industry C124.6 Regional distribution of employment, net capital expenditure and net output, 1970 -5 Establishments classified to the industry C124.7 Section II - Analysis of returns received Analysis of net output of returns received from establishments employing 25 or more persons, 1963, 1968 and 1970 C124.8 Percentage analysis of twelve-month periods covered by returns from establishments employing 25 or more persons, 1970 C124.9

TABLE 1
Net output, 1963, 1968 and 1970

All United Kingdom establishments classified to the industry (a)

responses to the same same same same same same same sam	Unit	1963	1968	1970
Enterprises	Number	695	581	587
Establishments (b)	11	943	863	659
Sales of goods produced and work done Services rendered to other organisations (c)	£'000	205,805	232,674	276,252 1,384
Goods merchanted or factored	11	10,124	20,866	18,317 690
Total sales and work done	п	215,929	253,540	296,648
Change during the year, goods on hand for sale	II II	- 1,649 + 463	+ 515 + 1,438	+ 618 + 488
Gross output	п	214,743	255,492	297,74
Cost of purchases	11	110,695	129,590	148,45
Change during the year, stocks of materials, stores and fuel	П	+ 973	+ 2,820	- 139
Payments to other organisations for work done on materials given out	П	1,673	2,333	2,37
for transport by road for transport by rail, water, air and Post Office parcel services (d)	п ,	1,465	1,679 286	2,40
900.25 RE 805.40 0 944.31			Alder all t	
Total costs	11	112,860	131,068	154,05
Net output	11	101,884	124,426	143,68
Total employment (including working proprietors) (e)	Thousands	106.6	95.3	93.4
Net output per head	£	956	1,305	1,53

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

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

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

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

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

TABLE 2

Capital expenditure and stocks, 1963, 1968 and 1970

All United Kingdom establishments classified to the industry (a)

	1963	1968	1970 (b)
Capital expenditure	£,000	£,000	£'000
New building work	495	909	587
Land and existing buildings	and the state of t	a trace and have	
Acquisitions	130	148	320
Disposals	221	119	132
Plant and machinery		Valence 3 American	action (perfect
Acquisitions	2,356	3,141	3,352
Disposals	119	116	161
Vehicles	weet party w	Street courses	printed sound
Acquisitions	551	754	942
Disposals	224	312	389
Total net capital expenditure (c)	2,968	4,405	4,518
Stocks and work in progress at end of year		CALL BURNS OF THE	o by niesege?
Materials, stores and fuel	15,511	17,409	17,727
Work in progress	6,632	8,040	9,176
Goods on hand for sale	13,444	17,930	22,009
Total stocks	35,587	43,379	48,912

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

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

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

TABLE 3

Analysis of establishment by size, 1970

All United Kingdom establishments classified to the industry (a)

				Employ	ees	Wages and			Wages and salaries per head		al Gross	Net	Net output	Capital expenditure	Total stocks and work in
Size group (b)	Enterprises (c)	Estab- lishments (d)	Total employment (b)	Operatives	Others (e)	Operatives	Others (e)	Operatives	Others (e)		output	output	per head	(net) (g)	end of year
	Number	Number	Number	Number	Number	£,000	£,000	£	£	£,000	£,000	£,000	£	£,000	£,000
1-10	141	141	857												
11-24	146	146	2,726	11 ,310	1,726	9,632	2,164	851	1,254	41,997	42,337	19,448	1,468	877	5,683
25-49	52	54	1,981	11,510	1,120	0,002	_,,								
50-99	100	102	7,688	J											
100-199	95	104	14,702	12,669	1,945	10,480	2,579	827	1,326	42,031	42,089	21,131	1,437	894	5,620
200-299	40	43	10,390	8,929	1,431	8,492	1,825	951	1,275	32,716	32,983	16,662	1,604	387	4,663
300-499	32	33	12,641	10,881	1,734	9,252	2,211	850	1,275	38,822	38,808	18,119	1,433	493	6,746
500-999	21	23	16,237	13,976	2,252	11,989	2,802	858	1,244	45,033	44,675	20,555	1,266	452	8,602
1,000-1,499	6	7	7,097	5,987	1,110	5,153	1,838	861	1,656	27,009	26,603	12,833	1,808	386	4,672
1,500-2,999	3	3	5,410	4,294	1,116	3,827	1,689	891	1,514	18,882	19,193	8,488	1,569	508	5,085
3,000 and over	3	3	13,653	10,622	3,031	11,388	4,093	1,072	1,350	50,152	51,054	26,452	1,937	521	7,840
Total	587	659	93,382	78,668	14,345	70,212	19,202	893	1,339	296,643	297,741	143,688	1,539	4,518	48,912

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

- (d) See definition of establishments in notes on page (iii).
- (e) Administrative, technical and clerical employees.
- (f) Including sales of goods merchanted or factored and canteen takings. Also includes services rendered to other organisations (amounts charged for hiring out plant, machinery or other goods, for providing transport, or for technical or other services rendered).
- (g) Acquisitions <u>less</u> disposals.

C124.6

TABLE 5

124.7

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

All United Kingdom establishments classified to the industry

Ages	Males	Females	All employees	
	per cent	per cent	per cent	
Under 18	3	6	9	
18 and over	41	50	91	
All ages	44	56	100.0	

Source: Department of Employment

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

Area		e number ved (a)		eapital ture (b)	Net output and employment in the region of establishments with more than 80 per cent of their employment in the region (c)				
	8.125,		-100		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		
ACCUSTON ACC	Thousands	per cent of United Kingdom	£'000	per cent of United Kingdom	£'000	emb dree Ago ands	n hataT orkest messis		
Standard Regions of England	PR. I				es or some		MENT SHARE		
North	4.1	4.4	198	4.4	3,050	60.3	2.1		
Yorkshire and	M. ELL	310,700				227 - 3200			
Humberside	3.1	3.3	367	8.1	2,610	54.5	1.8		
East Midlands	37.5	40.2	1,479	32.7	49,214	84.2	34.2		
East Anglia	6.7	7.2	224	5.0	7,264	84.5	5.1		
South East	8.0	8.6	324	7.2	9,329	69.7	6.5		
South West	9.9	10.6	428	9.5	20,561	97.5	14.3		
West Midlands	4.1	4.3	172	3.8	1,478	25.1	1.0		
North West	14.6	15.7	1,028	22.7	15,162	78.2	10.6		
England	88.0	94.3	4,220	93.4	108,668	78.5	75.6		
Wales	1.6	1.7	108	2.4	1,094	83.4	0.8		
Scotland	1.6	1.6	19	0.4	2,051	91.1	1.4		
Great Britain	91.2	97.6	4,347	96.2	111,813	78.8	77.8		
Northern Ireland	2.2	2.4	171	3.8	1,023	50.7	0.7		
Unallocated (d)	30, 1-	2 - 0	-	-	30,852	band_res on	21.5		
United Kingdom	93.4	100.0	4,518	100.0	143,688		100.0		

⁽a) Including working proprietors.

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

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

⁽c) Where a census return covered addresses in two or more regions an estimate was made of the net output attributable to the region only where more than 80 per cent of the establishment's employees were located in the region. The estimate was made by assuming that net output at each address covered by a return was proportionate to employment at the address. The establishment's residual net output was included in unallocated net output.

⁽d) Includes estimates of net output for establishments not making satisfactory returns and establishments employing less than 25 employees, and unallocated net output of establishments covering addresses in two or more regions.

TABLE 7

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

	Unit	1963	1968	1970
Enterprises	Number	370	299	245
Establishments (a)	11	615	559	298
Sales of goods produced and work done	£'000		1	235,081
Services rendered to other organisations (b)	11	196,357	221,849 {	1,277
Goods merchanted or factored	п			15,982
Canteen takings	11	9,659	19,895	635
Total sales and work done	n and	206,016	241,744	252,976
Change during the year, goods on hand for sale	п	_ 1,573	+ 491	+ 569
Change during the year, work in progress	11	+ 442	+ 1,371	+ 420
Gross output	11	204,885	243,607	253,964
Cost of purchases	п	105,613	123,560	126,224
Change during the year, stocks of materials, stores and fuel	п	+ 929	+ 2,689	_ 131
Payments to other organisations		1 2 2 3	10.00	set (spot india
for work done on materials given out	П	1,596	2,225	1,946
for transport by road	п	1,398	1,601	2,074
for transport by rail, water, air and Post Office parcel services (c)	11		273	574
			0.00	latery
Total costs	11	107,678	124,970	130,949
Net output	п	97,207	118,637	123,015
Total employment (including working proprietors) (d)	Thousands	101.7	90.9	79.3
Net output per head	£	956	1,305	1,552

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

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

Accounting year ended	Percentage of total returns received	Percentage of total numbers employed
	per cent	per cent
1970 April (a)	4.0	2.0
May	0.7	0.2
June	9.7	6.0
July	1.0	0.4
August	2.3	1.5
September	3.4	6.0
October	5.4	5.5
November	3.0	1.7
December	43.0	45.9
1971 January	8.0	16.7
February	2.7	2.9
March (b)	16.8	11.2
	100.0	100.0

⁽a) From 6th April.

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

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

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

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

Notes

These notes give the main information needed for interpreting the figures in the industry reports, (more detailed information about the census is given in a separate booklet—"Introductory Notes", Part C1 of the Report on the Census of Production for 1970).

GENERAL INFORMATION

Changes compared with 1968

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

- (i) purchases or sales by commodities
- (ii) payments of rates
- (iii) payments for repairs and maintenance

(iv) costs of operating road goods vehicles.

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

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

Industrial classification

Establishments were classified to industries on the basis of major activity in conformity with the third edition of the Standard Industrial Classification (Revised 1968). Normally an establishment was classified to an industry if its sales of the principal products of that industry accounted for a greater proportion of its total sales than in its sales of the principal products of any other industry. Classification of an establishment in this census was based on the establishment's return to the Census of Production, 1968.

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

Coverage

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

TERMS USED IN THE CENSUS REPORT

Average number employed

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

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

Working Proprietors

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

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

Capital expenditure

(a) New building work

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

(b) Land and existing buildings

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

(c) Plant, machinery and vehicles

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

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

Enterprise

The term enterprise is used in this report to mean one or more establishments under common ownership or control. An enterprise normally consists of a single establishment, more than one establishment owned by the same firm, or a number of establishments owned by a parent company and its subsidiary companies. Information about the relationship between constituent companies of enterprises was obtained mainly from published sources such as the Stock Exchange Year Book supplemented by information from company reports and information supplied by establishments. The information available is not complete but covers the largest and most important groups of industrial establishments and is believed sufficient to provide a worthwhile basis for analysis.

Establishment

The definition of the establishment differed between the Censuses for 1963, 1968 and 1970. The definitions used were as follows:—

1963: the establishment was normally the premises under the same ownership or management at a particular address.

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

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

Gross output

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

Value of sales and work done

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

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

Gross output.

Net output

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

Gross output

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

Less: Payments for work given to other establishments

Less: Payments for transport

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

Net output.

Net output per person employed

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

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

The values shown include any duty paid (less rebate, etc.) but exclude trade discounts allowed. The cost of transport is included only if included in the cost of materials as invoiced; amounts paid to transport organisations, including an establishment's own separate transport organisations for delivery of materials and fuel are, therefore, excluded. Materials purchased overseas are included at the c.i.f. cost plus any duty payable if the cost of transport from the docks was not included in the invoiced price, but at their full delivery cost if invoiced "carriage paid home". Materials and fuel transferred from another department of the establishment not covered by the same return are included at the estimated selling value recorded by the other department

Sales are in respect of goods made by the business covered by the return, goods made for it by outworkers or by other establishments from materials given out to them (sometimes described as goods made on commission) and waste products. Any machinery or other capital items produced for use in the business covered by the return are included, the value being that adopted in the establishment's asset accounts. Goods sold without being subjected to any manufacturing process (i.e. merchanted or factored) and canteen takings are included.

The value shown for sales is the net selling value, defined as the amount charged to customers whether on an ex-works or delivered basis excluding any trade discounts, agents' commissions, allowances for returnable cases, purchase tax, etc.; the net amount charged for packaging materials is included. Goods charged on a delivered basis to customers overseas are included at the f.o.b. value.

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

To the extent that sales of finished products of one establishment constitute the materials purchased by another, total figures of the value of sales (and of materials and fuel purchased) include an element of duplication. In some industries, e.g. motor vehicle manufacturing, and woollen and worsted, this duplication is substantial; and aggregates of the figures for a number of industries contain significantly greater amounts of duplication. For work done on commission, sub-contract work, etc., the value shown is the total amount charged for the work, including the value of any materials bought and used in such work.

Services rendered

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

Standard Industrial Classification

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

Stocks and work in progress

Values are given of stocks of goods on hand for sale, and of materials and fuel, at the end of the year of return, including any stocks of goods held for merchanting or factoring. Values of the change during the year are also shown. The values include duty in the case of dutiable goods held out of bond.

The value of work in progress at the end of, and the change during, the year are also usually shown. This excludes any progress payments made to sub-contractors, and no deduction is made on account of progress payments received.

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.

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

SYMBOLS USED

The following symbols are used throughout the report:

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

ROUNDING OF FIGURES

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

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