



BOARD OF TRADE

5  
42  
[HA 251]

# Report on the Census of Production 1963

123 Miscellaneous stationers' goods

The figures include persons engaged in...  
The figures in the industry reports...  
The figures in the industry reports...  
The figures in the industry reports...

BOARD OF TRADE

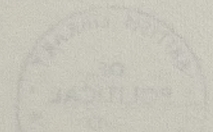
# Report on the Census of Production 1963

## 123 Miscellaneous stationers' goods

*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)*

TERMS USED IN THE CENSUS REPORT  
The terms used in the census report...  
The terms used in the census report...  
The terms used in the census report...

Notes - continued on pages 141 and 142



## 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 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 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.

# 123

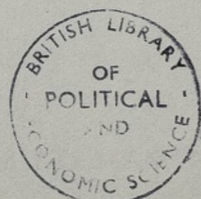
## Miscellaneous stationers' goods

This Report on the Miscellaneous Stationers' Goods Industry relates to establishments engaged wholly or mainly in manufacturing penholders, fountain pens and nibs (but not other types of nibs), ballpoint pens, writing ink, lead pencils, propelling pencils, pencil leads, crayons, pastels, etc.; rubber stamps, dating stamps, ink pads, typewriter ribbons, duplicators (not duplicating machines), etc.

This industry corresponds to minimum list heading 495 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).



Notes - continued on pages iii and iv

5  
42  
[HA 251]

7.5.69.

## LIST OF TABLES

Table No.	Title	Page
1	Industry summary: United Kingdom. Estimates for all firms, 1958 and 1963	123/3
2	Analysis of larger firms by sub-divisions within the industry, 1958 and 1963	123/4
3	Analysis of larger firms by size of enterprise within the industry, 1963	123/6
4	Percentage analysis of employees, by age and sex, all firms, 1963: United Kingdom	123/7
5	Sales of principal products of the industry by larger firms, including sales by establishments classified to other industries, 1958 and 1963	123/8
6	Sales of principal products of the industry by establishments classified to other industries, 1958 and 1963	123/10
7	Sales of other than principal products by larger firms in the industry, 1958 and 1963	123/11
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	123/12
11	Transport costs and employment of larger firms, 1963	123/13
12	Payments for certain services, etc. by larger firms, 1963	123/14
13	Percentage analysis of twelve-month periods covered by returns from larger firms, 1963	123/14
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.	153	138
Number of establishments	"	166	155
Gross output	£'000	23,820	29,383
Net output	"	12,953	15,817
Net output per head	£	975	1,290
Sales and work done	£'000	22,852	27,497(b)
		950	2,120
Purchases	"	10,359	11,273
	"		1,752
Payments to other organisations	"	140	198
	"	288	251
Stocks and work in progress			
Total stocks and work in progress	"	- 61	- 326
	"	5,712	6,119
Goods on hand for sale	"	- 39	- 279
	"	1,351	1,335
Work in progress	"	+ 57	+ 44
	"	1,154	1,592
Materials, stores and fuel	"	- 79	- 92
	"	3,207	3,192
Average number employed	Th.	13.3	12.3
	"	9.5	8.5
	"	3.8	3.6
Wages and salaries	£'000	3,960	4,385
	"	2,717	3,374
Employers' contributions to National Insurance and private pension schemes, etc. (d)	"	..	898
Capital expenditure (e)			
Total	"	..	998
New building work	"	112	295
Land and existing buildings (f)	"	..	58
Plant and machinery (f)	"	475	579
Vehicles (f)	"	76	66

(a) For 1963, estimates for small firms and for firms not making satisfactory returns accounted for about 10 per cent. of the total figures in which they were incorporated. (For 1958 the comparable figure was 7 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 Analysis of larger firms by sub-divisions within the industry, 1958 and 1963  
Firms employing 25 or more persons: United Kingdom (a)

	Unit	Sub-divisions of the industry (b)				
		Pens and mechanical pencils		Pencils, crayons, etc.		
		11	12	1958	1963	
Number of enterprises (c)	No.	18	14	12	11	
Number of establishments	"	23	18	12	12	
Gross output	£'000	8,730	9,483	2,286	2,563	
Net output	"	5,296	5,778	1,168	1,322	
Net output per head	£	1,190	1,654	782	957	
Sales and work done	goods produced and work done	£'000	8,756	9,556(d)	2,243	2,452(d)
	merchanted goods and canteen takings	"	27	153	13	60
Sales of characteristic products	"	7,984	8,411	2,157	2,340	
Index of specialisation (f)	Per cent.	91	88	96	95	
Purchases	£'000	3,231	3,324	1,074	1,084	
						goods for merchandising and canteen purchases
Payments to other organisations	for work done on materials given out	"	89	108	-	92
	for transport	"	95	69	33	
Stocks and work in progress						
Goods on hand for sale	change during year	"	- 72	- 141	+ 10	+ 13
	at end of year	"	604	469	154	197
Work in progress	change during year	"	+ 19	- 84	+ 20	+ 37
	at end of year	"	377	546	288	294
Materials, stores and fuel	change during year	"	- 18	- 101	- 10	+ 5
	at end of year	"	1,014	1,044	365	398
Average number employed	total, including working proprietors	No.	4,451	3,493	1,494	1,382
	operatives	"	3,353	2,609	1,222	1,065
	other employees (g)	"	1,098	879	272	317
Wages and salaries	of operatives	£'000	1,501	1,420	404	428
	of other employees (g)	"	871	930	185	280
Wages and salaries per head	operatives	£	448	544	331	402
	other employees (g)	"	793	1,058	680	884
Employers' contributions to National Insurance (h)	£'000	..	95	..	33	
Employers' contributions to private pension schemes, etc. (i)	"	..	118	..	31	
Capital expenditure (j)						
New building work	"	71	14	1	167	
Land and existing buildings	acquisitions	"	..	59	..	- 40
	disposals	"	..	7	..	
Plant and machinery	acquisitions	"	197	222	61	+ 79
	disposals	"	28	57	1	
Vehicles	acquisitions	"	82	92	10	18
	disposals	"	51	46	4	9

	Sub-divisions of the industry (b)				Total	
	Office machinery requisites		Remainder of the industry			
	21	22	1958	1963	1958	1963
	19	18	14	10	63	51
	25	26	15	11	75	67
	9,587	13,211	1,452	1,265	22,053	26,522
	4,737	6,546	791	631	11,993	14,277
	892	1,182	759	962	975	1,290
	8,919	11,796(d)	1,240	1,017(d)	21,157	24,820(d)
	634	1,438	206	263	879	1,914
	8,094	11,467	(e)	(e)	(e)	(e)
	91	97	..	..	97	96
	4,667	5,345	618	424	9,591	10,176
	39	14	2		130	179
	103	105	36	18	267	226
	+ 26	- 110	-	- 14	- 36	- 251
	447	471	45	69	1,251	1,205
	+ 8	+ 87	+ 6	- 5	+ 53	+ 40
	370	575	34	22	1,069	1,437
	- 39	- 5	- 6	+ 18	- 73	- 83
	1,460	1,323	131	116	2,969	2,881
	5,312	5,540	1,043	656	12,300	11,071
	3,470	3,639	734	438	8,779	7,751
	1,842	1,899	307	212	3,519	3,307
	1,504	1,931	266	212	3,675	3,982
	1,265	1,706	200	161	2,521	3,078
	433	528	362	484	419	514
	687	899	653	762	716	931
	..	158	..	17	..	303
	..	358	..	9	..	516
	32	85	-	-	104	266
	..	+ 41	..	-	..	106
	..	..	..	-	..	54
	156	263	58		472	590
	3	3	1	+ 19	33	68
	42	47	19	8	153	165
	18	42	9	9	82	105

For notes to this table - see page 123/7

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	11	12	409	872	385	942	1	152
50-99	10	10	674	1,181	770	1,143	63	201
100-199	14	16	1,872	3,430	1,908	1,019	189	891
200-399	8	12	2,654	6,594	3,139	1,183	188	1,458
400-499	3	8	1,318	3,396	1,806	1,370	155	622
500 and over	5	9	4,144	11,049	6,269	1,513	305	2,199
Total	51	67	11,071	26,522	14,277	1,290	900	5,524

(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)
	Number	Number	£'000	£'000	£'000	£'000	£	£
25-49	321	81	144	88	11	5	449	1,087
50-99	538	132	226	122	17	12	421	928
100-199	1,379	493	568	418	45	44	412	847
200-399	1,867	785	982	730	69	60	526	930
400-499	965	353	549	283	40	25	569	803
500 and over	2,681	1,463	1,511	1,437	121	370	564	982
Total	7,751	3,307	3,982	3,078	303	516	514	931

(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 £110,000.

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	2	5	7
18 and over	44	49	93
All ages	46	54	100

Source: Ministry of Labour

(a) The percentages relate to the numbers employed (excluding working proprietors) at mid-June, 1963.

## 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 1 per cent. of the employment shown for 1963 and 5 per cent. for 1958.

	1958	1963
Number of firms	89	85
Average number employed:		
Working proprietors	} 928 {	130
Other persons employed		852

(b) The method of classifying returns to sub-divisions of the industry is explained in the notes; the characteristic products of each sub-division are identified in Table 5.

(c) The sum of the figures for the sub-divisions exceeds the total for the industry to the extent that enterprises made returns for more than one sub-division.

(d) 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).

(e) Characteristic products relate only to specific sub-divisions of the industry.

(f) For sub-divisions of the industry, this is the ratio of sales of characteristic products to total sales of goods produced and work done. For the industry as a whole, this is the ratio of total sales of principal products by the industry to total sales of goods produced and work done.

(g) Administrative, technical and clerical employees.

(h) Including both flat rate and graduated contributions.

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

(j) 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

Industry sub-division (a)	1958		1963			
	Quantity	Value	Quantity	Value	Enter-prises	Entries
	Th.gross	£'000	Th.gross	£'000	Number	Number
11 Complete fountain and stylographic pens						
With gold nibs	14.2	1,835	10.7	1,574	6	6
With ball points	390 ..	2,221 570	1,177	3,645	12	13
Other	27.2	599	109	1,262	9	9
11 Propelling and other mechanical pencils	21.0	360	24.3	375	14	15
11 Refills for ball point pens	353	1,279	489	851	11	11
11 Other parts of fountain and stylographic pens, propelling and other mechanical pencils						
Wholly or mainly of plastics	..	864	..	924(b)	48	49
Other (including gold and other nibs)	..	864	..	268	7	7
Total pens and mechanical pencils		7,729		8,898(b)	..	..
12 Pencils (except propelling and mechanical pencils)	1,577	1,771	1,414	1,741	8	8
12 Chalks, crayons, pastels and pencil leads	2,158 ..	399 49	3,665	662	11	11
Total pencils, crayons, etc.		2,219		2,403	..	..
21 Office machinery requisites	Th.sq.yds.		Th.sq.yds.			
Ribbons (inked)	1,823 ..	1,188 346	1,752 ..	1,219 569	16	17
Carbons (i.e. all carbonised paper having a transferable coating)	729(c)	3,628	795(c) ..	4,066 824	17	18
Stencils for duplicating	252(d)	2,060	305(d) ..	2,219 543	9	9
Duplicating ink	32.3	930	50.4	1,358	7	7
Other office machinery requisites	..	333	..	1,603	17	18
Total office machinery requisites		8,486		12,401	..	..
22 Writing inks (including concentrates, etc.) drawing, marking and similar inks	Th.gal.		Th.gal.			
Writing inks	428	818	193 ..	529 99	12	14
22 Rubber stamps, dating stamps and accessories (including ink pads)	..	477	..	618	17	18

TABLE 5 (continued)

Industry sub-division (a)	1958		1963			
	Quantity	Value	Quantity	Value	Enter-prises	Entries
		£'000		£'000	Number	Number
Other products	..	1,275	..	308	19	19
Waste products	..	32	..	74	18	18
Work done on commission, sub-contract work, etc.		236		211	7	7
Total		21,271(e)		25,542	..	..
Sales in other industries (see Table 6)		712		1,704	..	..
Principal products of this industry sold by establishments in the industry		20,559(e)		23,838	51	55(f)

(a) The number given is that of the sub-division of which the item is a characteristic product. The sales shown are total sales by larger firms, not merely sales by establishments classified to the sub-division.

(b) May include some stationers' goods other than parts of fountain and stylographic pens, propelling and other mechanical pencils, wholly or mainly of plastics for 1963.

(c) Reams of 500 sheets double cap. size (17½ inches x 27 inches).

(d) Reams of 500 sheets 9 inches x 16 inches.

(e) Revised figure. Repair work was included in this table in the 1958 report, but is now shown in Table 7 of this report.

(f) 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

	1958		1963	
	Value	Value	Entries	Principal industries in which produced (a)
	£'000	£'000	Number	
Complete fountain and stylographic pens	31(b)	111	*	53,59,73,122
Propelling and other mechanical pencils; chalks, crayons, pastels and pencil leads	97			
Parts of fountain and stylographic pens, propelling and other mechanical pencils wholly or mainly of plastics	(c)	529(d)	41	116,124
Office machinery requisites				
Ribbons (inked), and carbons (i.e. all carbonised paper having a transferable coating)	360	227	7	53,116,118
Other office machinery requisites	75	837	9	48,71,116,124
Writing inks and rubber stamps	150			
<b>Total</b>	<b>712</b>	<b>1,704</b>	<b>..</b>	

(a) The references given are to the list of industries at the back of this report.

(b) Including parts for 1958.

(c) Not recorded separately for 1958.

(d) May include some stationers' goods other than parts of fountain and stylographic pens, propelling and other mechanical pencils, wholly or mainly of plastics for 1963.

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	
	Value	Value	Value	Value
	£'000	£'000	£'000	£'000
Engineering products	111	-	-	-
Pen nibs (other than for fountain pens)	86	-	-	-
Fibreboard packing cases, paper rolls and coils other than toilet paper	237	626	161	
Glue and other adhesives, manufactures of plastics and other goods				
Repair work	164	148		
Services rendered to other organisations	..	48(a)		
Total value of goods sold without having been subjected to any manufacturing process (merchanted or factored)	830	1,846		
Canteen takings	49	67		
<b>Total</b>	<b>1,478(b)(c)</b>	<b>2,896</b>		

(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) Revised figure. Repair work was included in the table covering sales of principal products in the 1958 report on this industry.

(c) 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
Materials for processing		£'000		£'000
Parts of fountain, ball point, and stylographic pens, propelling and other mechanical pencils				
Wholly or mainly of plastics	}	1,366	..	492
Other (including gold and other nibs)			..	1,025
Gold and rolled gold (other than gold parts and nibs for fountain pens, etc.)	..	388	..	191
Graphite	..	(a)	..	31
Dyestuffs	}	363	..	439
Pigment colours			..	433
Heavy chemicals (acids, alkalis, alcohols, other inorganic and organic chemicals, compressed gases, etc.)	..	(a)	..	205
Synthetic resins and plastics materials (excluding leathercloth and reinforced plastics) (b)				
Polyethylene and polypropylene and co-polymers	}	}	..	192
Granules, moulding and extrusion compounds			..	90
Sheet, rod, film, foil, profile shapes and monofilament			Th.cwt. 1.6 ..	77 384
Polyvinyl chloride (including co-polymers)	..	..	..	114
Polystyrene, phenolics and cresylics, and thermosetting polyesters (including epoxide resins and resin glass fibre mixtures)	..	..	..	229
Waxes	..	247	..	239
Ribbons and other narrow fabrics	..	352	..	531
Softwood, sawn or planed, but not further prepared or manufactured	..	(a)	..	229
Paper for carbons	..	718	..	1,202
Paper for duplicating stencils	..	452	..	522
Lubricating oils and greases	}	(a)	Th.gal. 64.3	14
Replacement parts for firms' own machinery, plant and vehicles, and accessories and consumable tools bought as replacement			..	..
All other materials for processing	..	2,174	..	200
Packaging materials				
Paper and board				
Boxes, cartons, packing cases, and drums and canisters (with or without metal ends) of paper, cardboard and fibreboard	}	1,009	..	664
Wrapping paper (including paper coated with plastics and any laminates incorporating paper but not metal), moulded pulp units, labels and other packaging materials of paper, cardboard and fibreboard (except multiwall sacks)			..	257
Plastic moulded and fabricated packs and containers (e.g. bottles and bottle caps), other than wholly or mainly of polyethylene	..	..	..	128
All other packaging materials	..	..	..	468

TABLE 10 (continued)

	1954		1963	
	Quantity	Cost	Quantity	Cost
	Th.tons	£'000	Th.tons	£'000
Fuel and electricity (c)				
Coal	11.6	56	8.9	60
Coke (including screenings) and manufactured fuel	3.4	19	1.5	12
Derv fuel and motor spirit for use in road vehicles	115	24	89.6	21
Other liquid fuels (including creosote/pitch mixtures, etc., and liquefied petroleum gases)	204	11	..	11
	..	10	1,386	60
Gas	360	25	278	22
	Th.kWh		..	8
Electricity	9,748	70	12,864	97
	..	12	..	54
Total cost of materials and fuel		7,708		10,176
Goods purchased for merchandising		..		1,508
Canteen purchases		..		74
Total cost of purchases		..		11,757

(a) Not recorded separately.

(b) Described in 1954 as 'Plastics materials of all types'.

(c) Owing to risk of disclosure of information relating to individual firms total quantities of electricity generated in firms' own establishments in 1954 and 1963 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.	97
Transport costs		
Wages and salaries	£'000	62
Derv fuel and motor spirit	"	32
Payments to other organisations for transport	"	226
Costs of operating road goods vehicles		
Insurance	"	8
Vehicle licences	"	5
Depreciation	"	53
Payments to other organisations for repairs and maintenance	"	10
Total	"	397

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	64
Road goods vehicles	10
Plant, machinery, and other capital equipment	109
Insurance, licensing and depreciation of road goods vehicles (b)	66
Rates, excluding water rates	219
Hire of plant and machinery	36
Postage, telephone, telegrams and cables	239
<b>Total</b>	<b>743</b>

(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)	0.5	November	—
May	—	December	58.9
June	5.0	1964	
July	0.5	January	9.4
August	0.3	February	6.3
September	3.9	March	15.1
October	—	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 merchanting 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 merchanting 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

© Crown Copyright 1969

Printed and published by  
HER MAJESTY'S STATIONERY OFFICE

To be purchased from  
49 High Holborn, London W.C.1  
13A Castle Street, Edinburgh 2  
109 St. Mary Street, Cardiff CF1 1JW  
Brazenose Street, Manchester M60 8AS  
50 Fairfax Street, Bristol BS1 3DE  
258 Broad Street, Birmingham 1  
7 Linenhall Street, Belfast BT2 8AY  
or through any bookseller

Printed in England