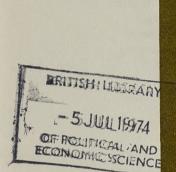
A364 SAR (HA25) A834 971



## **Business Monitor**

A publication of the Government Statistical Service

Report on the Census of Production

Radio and electronic components



LOUISIA TRANS OF TYSEES SHE MURISHIY

**Business Statistics Office** 

Department of Industry

## Special Note for Purchasers

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

The Census of Production (PA) reports are available on standing order (details on application to Her Majesty's Stationery Office, P.O. Box 569, London SE1 9NH. Telephone 01-928 6977), although they are not included in the global subscription arrangements for the Business Monitor series.

#### **Government Statistical Service**

A service of statistical information and advice is provided to the Government by specialist staffs employed in the statistics divisions of individual Departments. Statistics are made generally available through their publications and further information and advice on them can be obtained from the Departments concerned.

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

## A364

# **Business Monitor**

A publication of the Government Statistical Service

Report on the Census of Production 1971

# Radio and electronic components

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

**Department of Industry Business Statistics Office** 

London: Her Majesty's Stationery Office 1974

	01 Introductory Notes	PA368	
PA101	Coal mining	PA369	Miscellaneous electrical goods
PA102	2 Stone and slate quarrying and mining 3 Chalk, clay, sand and gravel extraction 4 Petroleum and natural gas	PA370 PA380	Shipbuilding and marine engineering Wheeled tractor manufacturing
PA104	Petroleum and natural gas	PA381	
PA109	0.1 Metalliferous mining and quarrying	PA382	Motor cycle, tricycle and pedal cycle manufacturing
PA109	9.3 Salt and miscellaneous non-metalliferous mining and	PA383	
24011	quarrying	PA384	
	Grain milling  Presd and flour confectionery	PA390	track equipment Engineers' small tools and gauges
	2 Bread and flour confectionery 3 Biscuits		Hand tools and implements
PA214	Bacon curing, meat and fish products	PA392	Cutlery, spoons, forks and plated tableware etc.
PA215	5 Milk and milk products	PA393	Bolts, nuts, screws, rivets etc.
PA216	Sugar		Wire and wire manufactures
PA217	Cocoa, chocolate and sugar confectionery Fruit and vegetable products	PA395	Cans and metal boxes
PA218	Animal and poultry foods	PA 390	Jewellery and precious metal  Metal furniture
PA221	Vegetable and animal oils and fats		5 Drop forgings etc.
	0.1 Margarine		6 Metal hollow-ware
	0.2 Starch and miscellaneous foods		8 Miscellaneous metal manufacture
PA231	Brewing and malting		Production of man-made fibres
	Soft drinks	PA412	
	0.1 Spirit distilling and compounding 0.2 British wines, cider and perry	PA413	Weaving of cotton, linen and man-made fibres Woollen and worsted
	Tobacco	PA415	
PA261	Coke ovens and manufactured fuel		Rope, twine and net
PA262	Mineral oil refining	PA417	Hosiery and other knitted goods
PA263	Lubricating oils and greases	PA418	Lace
PA271	.1 General chemicals (inorganic)		Carpets
PA2/1	.2 General chemicals (organic) .3 Miscellaneous general chemicals		Narrow fabrics
PA277	Pharmaceutical chemicals and preparations	PA422.1	Made-up household textiles Canvas goods and sacks etc.
PA273	Toilet preparations	PA423	Textile finishing
PA274	Paint		Asbestos
PA275	Soap and detergents		2 Miscellaneous textiles
PA276	Synthetic resins and plastics materials and		Leather (tanning and dressing) and fellmongery
DA 277	synthetic rubber		Leather goods
PA211	Dyestuffs and pigments Fertilizers	PA433 PA441	
	.1 Polishes		Weatherproof outerwear Men's and boys' tailored outerwear
	.2 Formulated adhesives, gelatine etc.	PA443	Women's and girls' tailored outerwear
PA279.	.3 Explosives, fireworks and matches	PA444	Overalls and men's shirts, underwear etc.
PA279.	.4 Formulated pesticides and disinfectants	PA445	Dresses, lingerie, infants' wear etc.
PA279	.5 Printing ink	PA446	Hats, caps and millinery
PA219	.6 Surgical bandages etc7 Photographic chemical materials		Corsets and miscellaneous dress industries
PA 311	Iron and steel (general)	PA449.2	Footwear
PA312	Steel tubes		Refractory goods
PA313	Iron castings	21,7101	Building bricks and non-refractory goods
PA321	Aluminium and aluminium alloys		Pottery
PA322	Copper, brass and other copper alloys	PA463	
PA323	Other base non-ferrous metals		Cement
PA 332	Agricultural machinery (other than tractors) Metal-working machine tools		Abrasives
PA333	Pumps, valves and compressors	PA471	Miscellaneous building materials and mineral product Timber
	Industrial engines		Furniture and upholstery
PA335	Textile machinery and accessories	PA473	Bedding and soft furnishing
PA336	Construction and earth moving equipment	PA474	Shop and office fittings
PA337	Mechanical handling equipment	PA475	Wooden containers and baskets
PA 330	Office machinery  1 Mining machinery	PA4/9	Miscellaneous wood and cork manufactures
PA 339	2 Printing and bookbinding machinery	PA481	Paper and board Cardboard boxes, cartons and fibre-board packing
PA339.	3 Refrigerating machinery	FA402.1	cases
PA339.4	4 Space heating, ventilating and air-conditioning	PA482.2	Packaging products of paper and associated materials
	equipment	PA483	Manufactured stationery
PA339.	7 Food and drink processing machinery	PA484.1	Wallcovering
PA339.9	9 Miscellaneous (non-electrical) machinery	PA484.2	Miscellaneous manufactures of paper and board
PA341 PA342	Industrial (including process) plant and steelwork Ordnance and small arms		Printing and publishing of newspapers and periodicals
PA349	Ball and roller bearings	PA489 PA491	General printing, publishing etc. Rubber
	Precision chains and other mechanical engineering		Linoleum, plastics floor covering, leathercloth etc.
PA351	Photographic and document copying equipment		Brushes and brooms
PA352	Watches and clocks	PA494.1	Toys, games and children's carriages
PA353	Surgical instruments and appliances	PA494.3	Sports equipment
PA354	Scientific and industrial instruments and systems	PA495	Miscellaneous stationers' goods
PA361 PA362	Electrical machinery Insulated wires and cables	PA496	Plastics products
PA363	Telegraph and telephone apparatus and equipment	PA499.1	Musical instruments Miscellaneous manufacturing industries
PA364	Radio and electronic components		Gas Gas
		111001	
PA365	Broadcast receiving and sound reproducing equipment	PA602	Electricity
	Broadcast receiving and sound reproducing equipment Electronic computers Radio, radar and electronic capital goods		Electricity Water supply

The information in this report relates to establishments classified to the Radio and electronic components industry, minimum list heading 364 in the Standard Industrial Classification (revised 1968). The activities of the industry include:-

Manufacturing electronic valves (including cathode ray tubes, but excluding glass envelopes), semiconductors and electronic rectifiers; integrated circuits, including thin and thick film passive and hybrid circuits, monolithic semi-conductor circuits; and radio and electronic components and assemblies including resistors, capacitors, inductors, circuit breakers for electronic equipment, sound reproduction components, printed circuits and other components and assemblies not elsewhere specified. The manufacture of electronic components for broadcast receiving and sound reproducing equipment is included.

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

PA364

Table No	Title	Page	
	Section I - Estimates for all United Kingdom establishments in the industry		
1	Input and output, 1970 and 1971 - Establishments classified to the industry	PA364	3
2	Capital expenditure and stocks, 1970 and 1971 - Establishments classified to the industry	PA364	4
3	Analysis of establishments by size, 1971 - Establishments classified to the industry	PA364	5
4	Percentage analysis of employees by full and part time employment and sex, 1971 - Establishments classified to the industry	PA364	6
5	Regional distribution of employment, net capital expenditure and net output, 1971 - Establishments classified to the industry	PA364	7
	Section II - Analysis of returns received		
6.	Percentage analysis of twelve-month periods covered by returns from establishments employing 25 or more persons, 1971	PA364	8

Input and output, 1970 and 1971

All United Kingdom establishments classified to the industry (a)

	Unit	1970	1971
enterprises enterprises	Numbe r	827	827
Establishments	II .	915	949
arrive the state of the state of			ted formation and
Sales of goods produced and work done	£,000	414,693	459,289
services rendered to other organisations (b)	п	1,465	4,367
Goods merchanted or factored	11	27,478	35,246
Canteen takings	п	1,535	1,350
Total sales and work done	п	445,171	500,252
Increase during the year, goods on hand			
for sale	11	2,425	- 1,130
Increase during the year, work in progress	II .	2,595	2,360
Gross output	11	450,190	501,481
	11	104.004	200 500
Cost of purchases	" the tasy	194,884	209,566
Increase during the year, stocks of materials, stores and fuel	т п	4,727	- 1,050
Payments to other organisations for work done on materials given out	The state of the s	6,255	6,251
for transport by road	11	1,490	1,801
for transport by rail, water, air			ordinate lawye
and Post Office parcel services	II .	1,112	1,236
Total costs	11	199,013	219,904
Net output	II	251,177	281,577
Total employment (including working		reconstillation of the control of	ra galboloat et paloatga
proprietors) (c)	Thousands	126.2	125.7
Net output per head	£	1,990	2,241

<sup>(</sup>a) For 1971, estimates for establishments not making satisfactory returns and for establishments employing less than 25 persons, accounted for 17 per cent of the total figures in which they were incorporated: of this unsatisfactory returns accounted for 13 per cent. For 1970 the comparable figures were 14 per cent and 9 per cent respectively.

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

<sup>(</sup>c) Average number of persons employed during the year.

Capital expenditure and stocks, 1970 and 1971
All United Kingdom establishments classified to the industry (a)

			1970	1971
Capital expenditure (b)	a-Signification of	Indiana Buesa	£,000	. £'000
New building work			8,015	4,412
Land and existing buildings			card draw has been	Labra obney 35 kg.
Acquisitions			928	645
Disposals			78	1,232
Plant and machinery				Pile.
Acquisitions			21,642	19,258
Disposals			1,391	2,258
Vehicles			an en access trans	D 3 SEE CHAN MERCALO
Acquisitions			1,200	1,698
Disposals			1,045	499
Total net capital expenditure (c)			29,271	22,024
tocks and work in progress at end of year (d)				unaughter in the
Materials, stores and fuel			45,105	41,137
Work in progress			31,511	40,670
Goods on hand for sale			23,371	22,575
Total stocks			99,987	104,382

- (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.
- (c) Acquisitions less disposals.
- (d) The stock changes in Table 1, based on opening and closing values returned by firms, may be different from those obtained from end-year values. The differences are attributable to variation in valuation by firms between the years and to differences in respondents, and in total employment.

TABLE 3

Analysis of establishments by size, 1971

All United Kingdom establishments classified to the industry (a)

				Employe	es	Wages and s	alaries	Wages and s		Total		2	Net	Capital	Total stocks and work in
Size group (b)	Estab- lishments	Enter- prises (c)	Total employment (b)	Operatives	Others (d)	Operatives	Others (d)	Operatives	Others (d)	sales and work done (e)	Gross	Ne t output	output per head	(net)	progress at end of year
	Number	Number	Number	Number	Number	£'000	£'000	£	£	£'000	£'000.	£'000	£	£,000	£,000
1-10	404	399	1,721												18
11-24	228	223	3,866	9,249	3,397	8,557	5,627	925	1,656	52,196	53,335	25,922	1,925	2,180	11,835
25-49	59	58	2,221	8,248	0,001	0,001	0,021	020	1,000	02,100	04,000		-, -, -, -, -, -, -, -, -, -, -, -, -, -		1 %
50-99	80	79	5,656											12	
100-199	50	45	7,239	5,373	1,847	4,710	3,019	877	1,635	28,468	28,352	15,805	2,183	1,302	6,350
200-299	43	39	10,675	7,533	3,127	6,173	5,055	819	1,617	40,398	40,596	22,172	2,077	1,300	8,642
300-399	18	14	6,712	4,103	2,604	3,655	3,962	891	1,522	29,389	29,204	14,153	2,109	1,933	7,069
400-499	12	11	5,263	3,560	1,702	2,919	2,734	820	1,606	14,399	14,291	8,853	1,682	427	3,679
500-999	28	19	19,356	13,727	5,627	12,948	8,972	943	1,594	92,715	92,584	47,453	2,452	7,585	18,422
1,000-1,499	6	5	8,387	4,370	4,016	5,080	5,847	1,162	1,456	30,301	30,467	18,412	2, 195	986	9,058
1,500-1,999	8	6	14,657	8,652	6,005	9,687	9,293	1,120	1,548	51,365	51,081	30,890	2,108	1,918	11,001
2,000-2,999	9	6	20,738	13,589	7,149	12,979	13,139	955	1,838	90,387	89,553	51,593	2,488	1,920	11,887
3,000 and over	4 .	. 4	19,171	13,327	5,844	13,472	9,273	1,011	1,587	70,634	72,019	46,323	2,416	2,474	16,439
Total	949	827	125,662	83,484	41,318	80,182	66,923	960	1,620	500,252	501,481	281,577	2,241	22,024	104,382

- (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) Some enterprises control establishments in more than one size group: the sum of the figures for the size groups will therefore exceed the total for the industry.

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

Percentage analysis of twelve-month periods covered by returns received from United Kingdom establishments employing 25 or more persons, 1971

	Accounting year	ended	Percen	tage of tot receive		Percentage of total number employed			
			organization production of	per cen	t	per cent			
1971	April (a)			3.2				0.9	az ocza
	May	lo againments		2.4				0.8	
	June			8.1				15.9	
	July	recipe edi ai		4.5				4.8	
	August			1.2				0.1	
	September			4.5		1020	eng alamany	1.0	
	October			4.9		l serv	61	2.6	
	November	75 (200)		1.6		1 4000	EA .	0.6	
	December			40.9				46.4	
972	January	5.67		6.5		0.8	6.8	9.5	
	February			0.8				0.2	
	March (b)			21.4				17.2	
		120		100.0	345.3		9.00	100.0	abealbill a

- (a) From 6th April.
- (b) Including returns made for twelve-month period ended 1st to 5th April 1972.

Produced in Wales by Her Majesty's Stationery Office Reprographic Unit, Cardiff Dd. 506616 K7 Cdf 146 5/74

#### Notes

PA364

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 PA1001 of the Report on the Census of Production for 1971).

#### GENERAL INFORMATION

#### Changes compared with 1970

The questions asked in the 1971 census were the same as those in the 1970 census with one main exception: for 1971 establishments were asked to include in capital expenditure, expenditure on units that were not in production in the year of return; for 1970 this expenditure was collected in a separate inquiry. This change of method of collection does not affect the results for 1970 and 1971 because capital expenditure for units not yet in production is included in the aggregates for both years.

#### Industrial classification

The Annual Censuses of Production are conducted on the Business Statistics Office's Production Register. Normally establishments on the Register are classified to industries on the basis of major activity in conformity with the 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 is generally based on an establishment's returns to the quarterly production inquiry. Where this was not possible-for example where a quarterly production inquiry had not then been introducedthe classification of an establishment reflects its return to the Census of Production, 1968. Establishments for which information was not available either from the quarterly inquiries or the 1968 Census were classified on the basis of the description of the business given by the establishments to the Business Statistics Office, for instance, in the course of registration.

#### Coverage

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

#### TERMS USED IN THE CENSUS REPORT

#### Average number employed

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

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

#### Working Proprietors

These include all persons regarded as "self employed" for national insurance purposes and members of their families who worked in the business without receiving a 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 out-workers are excluded.

#### Capital expenditure

Capital expenditure during the year in respect of manufacturing units where production had not started before the end of the year is included in the figures for both 1970 and 1971.

#### (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.

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

Percentage analysis of employees, by full and part time employment and sex, 1971 (a) All United Kingdom establishments classified to the industry

Sex	Full time	Part time	All employees
			1 133 2
	per cent	per cent	per cent
Male	49	1	50
Female	38	12	50
	87	13	100

Source: Department of Employment

Regional distribution of employment, net capital expenditure and net output, 1971 All United Kingdom establishments classified to the industry

Area	Average	number ed (a)	Net ca expendi		Net output and employment in the region of establishments with more than 80 per cent of their employment in the region (c)					
to the TVI come with the total state of menting of the total state of				E10 E10 E10 E10 E10 E10 E10 E10	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			
The Amount Completed and Sciences Sciences Completed and C	Thousands	per cent of United Kingdom	£,000	per cent of United Kingdom	£'000		Total Salar			
Standard Regions of England	Constant			3.08			- Land TextBook Cury			
North	6.2	4.9	705	3.2	6,872	70.9	2.4			
Yorkshire and Humberside	*	*	*	*	*	*	(2003) d*130			
East Midlands	6.8	5.4	1,218	5.5	8,086	67.1	2.9			
East Anglia	5.4	4.3	746	3.4	4,018	50.1	1.4			
South East	59.1	47.1	6,574	29.9	96,536	68.8	34.3			
South West	9.5	7.6	1,727	7.8	13,263	54.8	4.7			
West Midlands	*	*	*	*	*	*	STEA EID MOTE IL			
North West	13.1	10.4	7,665	34.8	37,517	87.0	13.3			
England	107.9	85.8	20,099	91.3	178,976	70.4	63.5			
Wales	8.9	7.1	334	1.5	12,021	76.2	4.3			
Scotland	8.4	6.7	1,486	6.7	11,503	80.0	4.1			
Great Britain	125.2	99.6	21,919	99.5	202,500	71.4	71.9			
Northern Ireland	0.5	0.4	104	0.5	572	95.6	0.2			
Unallocated (d)		- 2		-	78,505	100 000 00 <u>-</u> 3 000 000	27.9			
United Kingdom	125.7	100.0	22,024	100.0	281,577		100.0			

- (a) Including working proprietors.
- (b) New building work plus acquisitions less disposals of land and existing buildings, plant and machinery and vehicles.
- (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.

<sup>(</sup>a) The percentages relate to the numbers employed (excluding working proprietors) at mid-June, 1971.

Gross output

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

Value of sales and work done

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

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

= Gross output.

Net output

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

Gross output

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

Less: Payments for work given to other establishments

Less: Payments for transport

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

= Net output.

Net output per person employed

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

Purchases

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

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

Sales

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

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

To the extent that sales of finished products of one establishment constitute the materials purchased by another, total figures of the value of sales (and of materials and fuel purchased) include an element of duplication. In some industries, e.g. motor vehicle manufacturing, and woollen and worsted, this duplication is substantial; and aggregates 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 HM Stationery Office together with a separate index in the form of an alphabetical list of industries.

Stocks and work in progress

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

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

Transport payments

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

Wages and salaries

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

Work given out

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

SYMBOLS USED

The following symbols are used throughout the report:

.. not available

- nil or less than half the final digit shown

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

R revised

ROUNDING OF FIGURES

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

© Crown copyright 1974

### Her Majesty's Stationery Office

Government Bookshops

49 High Holborn, London WC1V 6HB
13a Castle Street, Edinburgh EH2 3AR
41 The Hayes, Cardiff CF1 1JW
Brazennose Street, Manchester M60 8AS
Southey House, Wine Street, Bristol BS1 2BQ
258 Broad Street, Birmingham B1 2HE
80 Chichester Street, Belfast BT1 4JY
Government publications are also available through booksellers