

1967 No. 1668

SHOPS AND OFFICES

The Offices, Shops and Railway Premises Annual Reports Order 1967*Made* - - - - 10th November 1967*Coming into Operation* 21st November 1967

The Minister of Labour by virtue of the powers conferred on him by sections 60(1) and 80(3) of the Offices, Shops and Railway Premises Act 1963(a) (hereafter in this Order referred to as "the Act") and of all other powers enabling him in that behalf, hereby makes the following Order:—

1.—(1) This Order may be cited as the Offices, Shops and Railway Premises Annual Reports Order 1967 and shall come into operation on 21st November 1967.

(2) The Offices, Shops and Railway Premises Annual Reports Order 1964(b) is hereby revoked.

2. The Interpretation Act 1889(c) shall apply to the interpretation of this Order as it applies to the interpretation of an Act of Parliament, and as if this Order and the Order hereby revoked were Acts of Parliament.

3. Every annual report made to the Minister of Labour in pursuance of section 60(1) of the Act—

(a) in the case of a report made by any local authority or by the Greater London Council, shall contain particulars with respect to the matters arising under the Act which are specified in Schedule 1 to this Order; and

(b) in the case of a report made by any authority discharging in any area the functions of fire authority under the Fire Services Act 1947(d), shall contain particulars with respect to the matters arising under the Act which are specified in Schedule 2 to this Order.

Signed by order of the Minister of Labour.

10th November 1967.

D. C. Barnes,
Secretary,
Ministry of Labour.

(a) 1963 c. 41.

(b) S.I. 1964/1247 (1964 II, p. 2873).
(d) 1947 c. 41.

(c) 1889 c. 63.

SCHEDULE 1

Article 3(a)

OFFICES, SHOPS AND RAILWAY PREMISES ACT 1963

Particulars to be included in the annual reports to the Minister of Labour by local authorities and the Greater London Council under section 60

Name of Authority.....

TABLE A—REGISTRATIONS AND GENERAL INSPECTIONS

Period covered.....

Class of premises (1)	Number of premises <i>newly</i> registered during the year (2)	Total number of registered premises at end of year (3)	Number of registered <i>premises</i> receiving one or more general inspections during the year (4)
Offices			
Retail shops			
Wholesale shops, warehouses			
Catering establishments open to the public, canteens			
Fuel storage depots			
Totals			

TABLE B—NUMBER OF VISITS OF ALL KINDS (INCLUDING GENERAL INSPECTIONS) TO REGISTERED PREMISES.....

TABLE C—ANALYSIS BY WORKPLACE OF PERSONS EMPLOYED IN REGISTERED PREMISES AT END OF YEAR

Class of workplace (1)	Number of persons employed (2)
Offices	
Retail shops	
Wholesale departments, warehouses	
Catering establishments open to the public	
Canteens	
Fuel storage depots	
Total	
Total Males	
Total Females	

Part I—space (sec. 5(2))

Offices								
Retail shops									
Wholesale shops, warehouses	...											
Catering establishments open to public, canteens									
Fuel storage depots										

Part II—temperature (sec. 6)

Offices								
Retail shops									
Wholesale shops, warehouses	...											
Catering establishments open to public, canteens									
Fuel storage depots										

TABLE D—EXEMPTIONS

Class of premises (1)	Number of exemptions current at end of year (2)	During the year						
		Number of exemptions			Number of applications		Appeals to Courts against refusal to grant or extend an exemption or against the withdrawal of an exemption	
		newly granted (3)	extended (4)	expired or withdrawn (5)	refused (6)	opposed by employees (7)	Number made (8)	Number allowed (9)
Part III—sanitary conveniences (sec. 9)								
Offices								
Retail shops								
Wholesale shops, warehouses ...								
Catering establishments open to public, canteens								
Fuel storage depots								
Part IV—washing facilities (sec. 10(1))								
Offices								
Retail shops								
Wholesale shops, warehouses ...								
Catering establishments open to public, canteens								
Fuel storage depots								

TABLE E—PROSECUTIONS
 Prosecutions instituted of which the hearing was completed in the year

Section of Act or title of regulations or order (1)	Number of informations laid (2)	Number of informations leading to a conviction (3)

Number of persons or companies prosecuted.....
 Number of complaints (or summary applications) made under section 22.....
 Number of interim orders granted.....

TABLE F—STAFF

Number of inspectors appointed under section 52(1) or (5) of the Act.....
 Number of other staff employed for most of their time on work in connection with the Act.....

In this Schedule—

“ general inspection ” means any inspection of premises to which the Act applies which is undertaken for the purpose of ascertaining whether all the relevant provisions of the Act and instruments thereunder are complied with as respects those premises; and

“ registered premises ” means any premises in respect of which a notice under section 49 of the Act has been received by a local authority or by the Greater London Council or which have been registered by a local authority or by the said Council as being premises to which the Act applies, and the expression “ premises registered ” shall be construed accordingly.

Article 3(b)

SCHEDULE 2

OFFICES, SHOPS AND RAILWAY PREMISES ACT 1963

Particulars to be included in the annual reports to the Minister of Labour by fire authorities under section 60

Name of Fire Authority.....

Period covered.....

PART I—INSPECTION AND CERTIFICATION OF PREMISES

Number of premises:—	Offices and shops (excluding railway offices)	Railway premises and railway offices
(1) registered with the fire authority at the end of the year		/
(2) which had received an inspection during the year		/
(3) for which fire certificates under section 29 were in force at the end of the year		
(4) in respect of which fire certificates were issued under section 29 during the year		
(5) in respect of which applications for fire certificates under section 29 had been received by the end of the year but for which certificates had not been issued		
(6) in respect of which amended or new certificates had been issued under section 30(4) during the year		

PART II—LEGAL PROCEEDINGS

(7) Prosecutions instituted of which the hearing was completed in the year.

Section of Act or title of regulations or order	Number of informations laid	Number of informations leading to a conviction
.....		
.....		
.....		
.....		
TOTAL		

Number of persons or companies prosecuted

(8) Section 31

- (a) Number of appeals heard during the year
- (b) Number successful

(9) Section 32

- (a) Number of complaints (summary applications in Scotland)
heard during the year
- (b) Number successful

In this Schedule "railway offices" means office premises occupied by railway undertakers for the purposes of the railway undertaking carried on by them and situate in the immediate vicinity of the permanent way (not being office premises comprised in hotels).

EXPLANATORY NOTE

(This Note is not part of the Order.)

This Order prescribes the matters concerning which particulars are required by section 60(1) of the Offices, Shops and Railway Premises Act 1963 to be contained in the annual reports to be made to the Minister of Labour under that subsection by local authorities, fire authorities and the Greater London Council.

The matters prescribed by this Order supersede those prescribed by the Offices, Shops and Railway Premises Annual Reports Order 1964, which is revoked.