



Houlton New Fire Division

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Houlton Corporate Social Responsibility Report 2020

Houlton as a privately-owned fifth generation family company takes its Corporate and Social Responsibilities regarding the needs of our employees, customers, shareholders, suppliers and all other stakeholders very seriously.

The world is currently facing a crisis not seen before with COVID-19 and in these unprecedented times the health and well being of all employees, family and loved ones, and everyone associated with Houlton's is of the utmost importance to us.

Despite these extremely challenging times we are very proud of the voluntary actions we have still taken, **over and above** the minimum legal requirement compliance, which balances the company's long term economic sustainability alongside our social and environmental responsibilities.

In our **141th year** the Directors and Staff are proud to report our achievements throughout **2020** in relation to People, Marketplace, Communities and the Environment, as well as our targets for **2021** and the future.



Constructionline
Platinum Member



CONCOM
CONTRACTOR COMPETENCY



Accredited Contractor
CHAS.co.uk



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PEOPLE: 2020

- Apprentices – continued to recruit and train apprentices, 1 new apprentice joiner started in 2020 ; 7 apprentices now currently employed - 3 joiners, 2 bricklayers and 2 business administration.
- Houlton were pleased to announce three internal promotions to Director:-
 - ⇒ Nick Travis - Finance Director
 - ⇒ Mike Johnson - Operations Director - Building & Maintenance
 - ⇒ Paul Gibson - Commercial Director - Building & Maintenance
 Their new roles commenced on January 1st 2020.



Nick Travis



Mike Johnson and Paul Gibson

- Houlton plant operator Dave Padley retired on Friday 3rd July 2020 after 15 years service with the company. Dave has been a successful operator of various items of plant and equipment over the years on many of our construction sites. His retirement was celebrated on site with a social distanced presentation of shopping gift cards from Sean Hunter, Construction Director and Andrew Kingston, Managing Director.



David Padley retirement presentation



HBSG Principal Contractor of the Year 2019-2020

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MARKETPLACE: 2020

- Houlton won twice at the Hull Building Safety Group (HBSG) Annual Safety Awards. We were extremely pleased to win **Principal Contractor of the Year 2019-2020** and delighted our site manager Thomas Roberts was awarded **Best Site Safety Performance Site Manager 2019-2020**.
- Our YORbuild projects employment and skills plans for 2020, despite the impact of COVID-19, have provided:
 - ⇒ Apprentice working weeks - 115
 - ⇒ School visits/workshops – 3
 - ⇒ People progression into employment - 8
 - ⇒ New Apprenticeships (Houlton) - 1



Houlton Q-Mark Accreditation

- Houlton achieved our Q-Mark for Fire Door Installation & Fire Door Maintenance Certification from BM Trada. We are one of a select few accredited companies in the region that meet the standard to install, maintain and certify fire doors using our own directly employed workforce.
- Continued commitment to buy local to the area where we are working, e.g. Rotherham, Leeds, Wakefield, Goole, Hull, etc..

- Houlton were pleased to confirm that they had certified compliance with Government COVID-19 Secure guidance in 2020 and followed the 5 steps to safer working together.
- Continued to meet membership requirements of Constructionline, SafeContractor and CHAS organisations.
- Continued longstanding relationship with Hull Civic Society and Hull Chamber of Commerce & Shipping.



HBSG Best Site Safety Performance Site Manager 2019-2020



Houlton New Fire Protection Division

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MARKETPLACE: continued 2020

- Houlton projects have featured and picked up awards at the 2020 White Rose Awards as follows:-

- ⇒ Arts & Culture Award: Gold - The Stephen Joseph Theatre, Scarborough
- ⇒ New Tourism Business Award: Silver - Waleswood Caravan and Camping Park at Rother Valley Country Park



Stephen Joseph Theatre, Scarborough



Waleswood Caravan and Camping Park, Rother Valley

- Following the award of our Q-mark earlier this year, we set up a new division to deal specifically with Fire Protection and deal with clients fire protection requirements.
- We continued our support for the Health & Safety Executive Working Well Together Group, Humber Training Group and the Hull Building Safety Group.
- Supported the RMBC Housing Developer Summit in January 2020 when over 200 delegates attended.

- We registered our 100th project under the Considerate Constructors Scheme in January 2020 and received a certificate to mark the occasion. Our first project was registered in 1999.



100th CCS Registration



Spitfires on Parade

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COMMUNITIES: 2020

- 2020 marked the 80th anniversary of the Battle of Britain which took place between July and October 1940. Houlton were pleased to remind people of this event with great photos of 7 iconic Spitfires in close proximity from when we offered the Battle of Britain Memorial flight aircrew overnight shelter at a new hanger we were finishing at Humberside Airport.
- Houlton continued it's support of Hull and East Yorkshire Children's University in 2020.
- Houlton supported St Paul's Boxing Academy, on North Church Side in the city centre, during vital refurbishment work which they carried out. It included a new kitchen, which Houlton generously funded to the tune of more than £10,000 through the YORhub YOR4Good fund scheme – a construction framework used by local authorities and organisations in the Yorkshire region.
- Support continued again for the Humberside Police Lifestyle 2020 Night Challenge.



Cheque presentation to St Paul's Boxing Academy by Andrew Kingston, Managing Director



Night Challenge Support



St Paul's Boxing Academy Refurbishment



Houlton's Yard Re-Cycling Facility



- Our Headquarters Yard waste re-cycling continued to achieve 100% re-cycled in 2020 — on target for the year.
- Greater roll-out of MS Teams and Zoom software across the business to allow working from home and also avoiding meetings in the office or on sites due to COVID-19 impact. Continued investment in new more energy efficient MFP printers and laser site and office printers, new laptops and PC's, etc.. Increased use of tablets on site to minimise paper and electronic distribution of drawings for similar efficiencies. Continued to re-cycle any redundant ICT equipment with local refurbishment company.
- We continued to monitor waste streams from our construction projects. 15 live sites monitored in 2020 which diverted 98% of site waste by volume from landfill.



- Houlton continues to adopt the principles of the Considerate Constructors Scheme to minimise the impact of activity in relation to a site's immediate surroundings, particularly with regard to noise, dust, litter, mud, transportation and parking. Performance Beyond Compliance certificates achieved by our site teams for Kelvin Hall School and St. Mary's College for Esteem in Hull and for Bellows Road Housing project for Rotherham Metropolitan Borough Council.

- We continued to promote the use of materials with a high recycled content on site where appropriate and timber from certified sustainably managed sources.

- Improved biodiversity on sites including installing permanent or temporary ecology features where appropriate.

- Pollution prevention planning on sites ensured zero pollution incidents caused in 2020.
- Replacement of a further 5 company vans during the year with newer more efficient engines - with an average 15% CO₂ reduction for the new vehicles - a significant 5% improvement over 2019.



Photo Voltaic Cells



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FUTURE PLAN: 2020

At Houlton whilst proud of our achievements we are aware that there is always more to do and issues to address.

Endeavouring to engage with all stakeholders at all levels we continue to maintain and develop strategies for working with charities, education, tackling unemployment, and promoting creativity.

We therefore continue to take our corporate and social responsibility very seriously and incorporate the staff and community benefit into all aspects of our work and when planning for the future.

Targets for 2021 include the following:-

- Continue to recognise CSR as an important part of our operations and always try to reach out to local people and be a caring neighbour in our communities.
- Continually review our integrated management system of Environmental Management, Health & Safety and Quality Management.
- Yard waste re-cycling – maintain at 100% over the next 12 months.
- Continue to implement waste minimisation and energy reduction measures on our sites and office.
- Employ a further two apprentices in the summer.
- Continue to nurture home-grown talent in the business.
- Maintain Houlton website and social media and publish Houlton Site Newsletters.
- Continue supporting YORbuild2 framework initiatives including YORbuild 4Good Fund.
- Promote and support the 2021 company employee selected charity, and other selected local charities.
- Continue to provide work placements and site visits to local schools and colleges, where possible.
- Complete training as identified in the company Training Plan developed from employee appraisals.
- To develop our sub-contractor competency process and support and educate regarding their own CSR policy.

Quality Construction Built On Tradition

**Geo. Houlton & Sons Ltd.
Hyperion Street
Hull
HU9 1BD**

Phone: 01482 320486

E-mail: info@houlton.co.uk

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news:-**

www.houlton.co.uk