

Houlton

CORPORATE SOCIAL RESPONSIBILITY REPORT 2013

Houlton as a privately-owned fourth generation family company takes its corporate and social responsibilities regarding the needs of our employees, customers, shareholders, suppliers and other stakeholders very seriously.

We are proud of the voluntary actions we take **over and above** minimum legal requirement compliance which balance the company's long term economic sustainability alongside our social and environmental responsibilities.

The Directors and Staff are proud to report our achievements through 2013 in relation to People, Marketplace, Communities and the Environment, as well as our targets for the future.



Christmas Tree at Children's Emergency Department
Hull Royal Infirmary



Maths in Construction Workshop



Leadership for Life Award Scheme 2013 Main Sponsor

PEOPLE:

- Hull Building Safety Group Best Site Safety Performance Award to Principal/Main Contractor 2012/2013 – first position, for second year running!
- Completed employee appraisals for Investors in People and once again successfully passed our assessment and can now celebrate 13 years as an Investor in People. Scratch cards issued to all to celebrate our success which produced more winners!
- Presentation of three retirement gifts to long serving employees; each with 47 years' service, 41 years' service and 12 years' service respectively with the Company.
- Gold standard presentation for ConCom Accreditation September 2013. Houlton received the highest ConCom accreditation, the Gold Certificate of Merit in recognition of outstanding achievement in their last ConCom audit, achieving a score of 96%.
- Apprentices – 2 new apprentices started in 2013; 7 apprentices now employed plus 4 apprentices completed their apprenticeships during the year.
- Supporting Hull College of Further Education by providing an ICT NVQ Level 3 student with an 8 month work experience placement one day a week.
- Houlton bricklayer Billy Grimmer won the Junior Section of the Guild of Bricklayers annual competition to be crowned "Yorkshire Bricklayer of the Year". Colleges from across Yorkshire were represented with a total of 38 bricklayers apprentice's to compete in the competition, 3 from Houlton.
- Keith Gilson our Commercial Director gave 70 students at Grimsby Institute of Further Education a lively talk about what employers seek in apprentice recruits, how best they can stand out in the crowd, and the many and varied opportunities that the construction industry offers.
- Success for Houlton employees at the Hull College's Construction and the Built Environment Awards Ceremony, with two of our apprentices winning awards. Billy Grimmer; 3rd Year Bricklaying Apprentice won in The C&BE Award for the Best Performance in a Trade Skills Competition in the Special Awards Section. Scott Walster; 3rd Year Joinery Apprentice won two awards, The Kingston Works Ltd Award for the Most Outstanding Advanced Apprentice in Carpentry and Joinery NVQ Level 3 and the Hall Construction Group Ltd Award presented to the Most Outstanding Student on a Carpentry and Joinery Course.
- Employed our second Business Administration apprentice and the original apprentice offered full time employment with our Estimating team.



HBSG Best Site Safety Award



Careers Talk



Apprentice Awards



ConCom Presentation



Yorkshire Bricklayer of the Year



Houlton Open Sites Programme

MARKETPLACE:

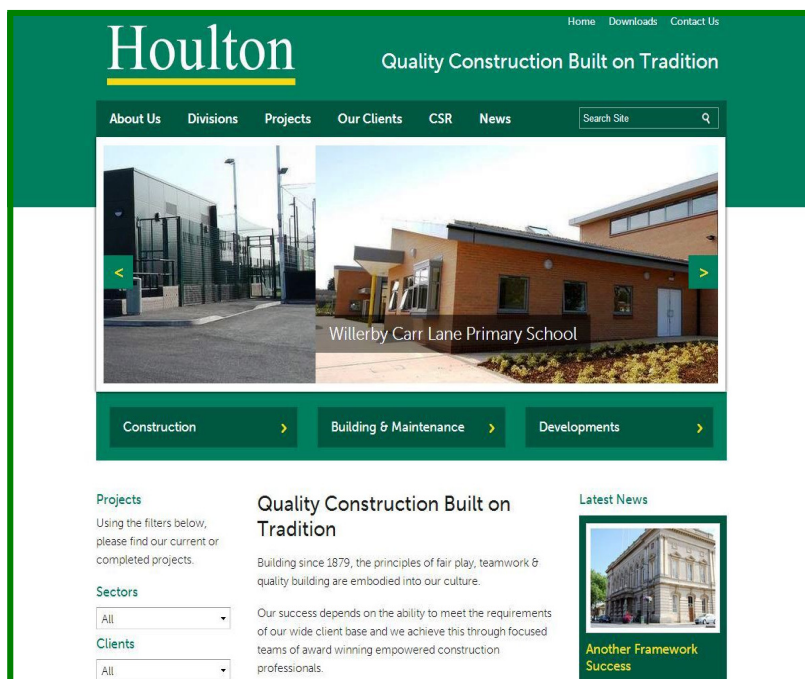
- Our YORbuild projects employment and skills plans to date have given:
 - 791 Apprentice working weeks (2013 = 239)
 - 135 People progression into employment (2013 = 26)
 - 70 People work experience (2013 = 8)
 - 59 School visits/workshops (2013 = 24)
- Continued commitment to buy local to Hull area – impacted by increase in out of town work and consequently buying local to those locations, e.g. Billingham, Doncaster, Glasgow, Grimsby, Halifax.
- Client Constructionline feedback scores continue to average of 9 out of 10 for product, service, defects, cost, time and safety. (Scores 9 to 10 classed as totally satisfied). Feedback included “Overall, an exceptional project delivered”.
- Houlton Sitrine published Summer 2013 updating stakeholders of recent and current business activity.
- Development of new company website with downloads area and integration of social media links for Facebook, LinkedIn and Twitter.
- Hull Royal Infirmary celebrated the 50th anniversary of the laying of the foundation stone of its Anlaby Road tower block by Enoch Powell MP Minister of Health in September 1963. The ceremony took place at the foundation stone at the front entrance which is under scaffolding for our current refurbishment of the external facade.
- Continued support to Constructing Excellence Humber Branch, providing a member to the steering committee to act as Treasurer.



HRI 50th Anniversary



Houlton Sitrine Summer 2013



Houlton New Website

COMMUNITIES:

- A range of local businesses have helped create a new emergency department at Hull Royal Infirmary and the newly re-opened department has been split into two, with separate areas for adults and children. The striking glass foyer entrance of the children's emergency department, which cost about £65,000, was funded entirely through the generosity of the contractors working with Houlton on the development.
- Two members of staff supported Big Bang York event which covered hands-on workshops and activities, science shows and inspiring talks delivered by leading businesses, universities and organisations to engage students.
- Support for Humberside Police Lifestyle 2013 Night Challenge by providing temporary toilets and lighting when 150 youngsters aged 13-17 undertook an overnight 13 mile hike with various challenges set along the way
- Firefighters were allowed to stage a high level rescue in a training exercise at the Houlton Hull Royal Infirmary site. The rescuer had to climb the mastclimber tower, in place to undertake a major refurbishment of the Hull Royal Infirmary Tower Block, to rescue a fake casualty and then abseil safely back to ground level.
- Main sponsor of the Leadership for Life Award Scheme 2013, organised by Hymers College, which took 18 young pupils from schools in Hull to Falbarrow Hall in the Lake District during their autumn half term. After an intensive Outward Bound training scheme they then form three teams, two pupils from each of three schools, to plan and deliver a Community Project during the Easter Holiday of 2014. Other schools involved were Winifred Holtby Technical College, Sirius Academy and Andrew Marvell Business Enterprise College and the scheme is growing year on year and benefits an increasing number of young pupils from our City.
- Continued support to employee selected charity Life for a Kid and Kidney Research.
- Illuminated Houlton Christmas tree and goodwill message provided above the newly refurbished children's emergency department at Hull Royal Infirmary in conjunction with our client the Hull and East Riding Hospitals NHS Trust,.
- Team working with others on a two week makeover of Hull Families Project premises on Greenwood Avenue, Hull in support of Hull Esteem Consortium's charity of the year 2013 - The Smile Foundation. Houlton site manager Steve Cheesman was seconded to this project along with joiner Kayleigh Atkinson and bricklayer Mike Taylor who all proved that great things happen when people come together for a shared cause.
- Maths in Construction" workshop with Winifred Holtby Academy to engage with local children in 3 separate one hour sessions over a 3 week period to 50 of their Year 9 students. These sessions each guiding the students with the basics of understanding construction drawings, reading and taking dimensions with a scale rule, designing their own Youth Club and preparing and costing the Fit-Out of the Youth Club on a spreadsheet based Schedule of Work.
- Continued to produce and issue Houlton Site Newsletters on various projects to keep local residents, client's staff, etc informed of current and future work on site as well as contact details for any queries.
- Continued support of Rotary Club of Hull Humber Bridge Half Marathon by supplying portable office for officials and timekeepers
- Achieved certificates for Considerate Constructors Awards for Performance Beyond Compliance – 2 sites (Hull Trinity House Academy, Grimsby Institute Arts Academy)
- A further Bronze Award at the Considerate Constructors National Sites Award 2013, this time for our Orange Box, Halifax project
- 'Highly Commended' award for Hull Trinity House Academy project in the Project of the Year category at the Constructing Excellence in Yorkshire & Humber Awards 2013 ceremony.
- Proud to continue our support for the Friends of the Ferens Art Gallery and sponsor their regular newsletter for the next three years



HRI—Donated Entrance Foyer



HRI Firefighter Training Exercise



Hull Families Project



Orange Box - 2013 Considerate Constructors National Bronze Award

COMMUNITIES continued:

● Holderness Vocational Centre project at Withernsea School was the winner of the 'Best Education Building' at the Local Area Building Control North and East Yorkshire Building Excellence Awards 2013.

● Work Placements for School work experience pupils – Malet Lambert School, Sirius Academy, Winifred Holtby School, Wolfreton High School and Hull College.

● Reflecting the diverse nature of our support to local groups, Houlton were one of the main sponsors for Autumn Notes, an evening of celebration of local musical excellence held at the City Hall, featuring The City of Hull Youth Symphony Orchestra and The City of Hull Youth Choir along with the ever popular and internationally acclaimed Maureen Hunter Singers.

● Houlton Open Sites programme in conjunction with our client Hull and East Yorkshire Hospitals NHS Trust welcomed 16 students from Hull Construction College to the Tower Block project at Hull Royal Infirmary for their Health and Safety Workshops.



Holderness Vocational Centre



Houlton Open Sites Programme

ENVIRONMENT:

- Yard waste re-cycling – 96% re-cycled last quarter.
- Year on year company vehicle CO₂ reductions – 2.6% for new cars bought in 2013.
- Continued registration of projects with Smartwaste, 62 sites to date generating 19,096 tonnes of waste of which 63% of waste was diverted from landfill – 15% reused on site, 29% recycled on site, 19% recovered on site.
- ICT improvements including virtualised server upgrade completed and all data now written to a dedicated centralised hard drive with subsequent energy efficiency savings. Main conference room refurbished including provision of 60" presentation facility TV and wireless conference call telephone system. Increased provision of smart phones and tablet computers to improve efficiency across the business.
- Environmental Management System certification transferred to BM TRADA who certify our Health & Safety and Quality Management systems to improve auditing and performance.
- Sustainable construction methods incorporated in projects including sprayed Hempcrete insulation, Limecrete floor slab, lamb's wool insulation, solar water heating, ground source under floor heating and photo-voltaic ground panel array.
- Refurbishment programme to reduce energy use for site offices, meeting rooms and canteens with improved insulation, sensor operated lighting, thermostats, etc..



Photo Voltaic Ground Panel Array



Sprayed Hempcrete Insulation



Yard Waste Re-cycling Results



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FUTURE:

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 are establishing foundations and developing strategies for working with charities, education, tackling unemployment, and creativity. We therefore continue to take our corporate and social responsibility very seriously and incorporate it into all aspects of our work and when planning for the future.

Targets for 2014 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.
- Yard waste re-cycling – improve from 96% to 98% over next 12 months.
- Continue to implement waste minimisation and energy reduction measures on our sites and office including greater use of BRE Smart-waste system.
- Top three score in Hull Building Safety Group Safety Awards.
- Employ a further two apprentices in the summer.
- Publish Houlton Siteline update and Houlton Site Newsletters.
- Promote and support another local 'A Good Day to Learn' event.
- Continue to support YORbuild framework initiatives including YORhub 4 Good Fund.
- Promote and support the 2014 company employee selected charity – The Sequal Trust.
- Support Humberside Police Lifestyle 2014, including Night Challenge and Rock Challenge.
- Continue to provide work placements to local schools and colleges.
- Employ another Business Administration apprentice.
- Complete training as identified in the company Training Plan developed from the IIP appraisals.

Quality Construction Built On Tradition

Visit our website for the latest news
www.houlton.co.uk