



Hull Minster

# csr-report

## Houlton Corporate Social Responsibility Report 2021

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 has continued to face a crisis 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.

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 **142nd year** the Directors and Staff are proud to report our achievements throughout **2021** in relation to People, Marketplace, Communities and the Environment, as well as our targets for **2022** and the future.



**Constructionline**  
Platinum Member



**CONCOM**  
CONTRACTOR COMPETENCY



Accredited Contractor  
CHAS.co.uk



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## PEOPLE: 2021

- Apprentices – continued to recruit and train apprentices, 3 new apprentices started in 2021 ; 7 apprentices now currently employed - 4 joiners, 2 bricklayers and 1 business administration. We have taken on over 350 apprentices since trading began - our first indentured apprentice was Thomas Bishop, bricklayer and plasterer, who started a 5 year apprenticeship in November 1879 and then went onto serve with the company for 57 years!
- Houlton Site Managers Alan Hill and Roy Settle retired in Autumn 2021. Alan retired at the end of July 2021 having worked for nearly 34 years at the company. Roy retired in August 2021 having worked for 24 years at the company. Their retirements were each marked with small Covid secure gatherings in the office where they were presented with retirement gifts from colleagues as well as a retirement gift from the company by Richard Houlton to mark their many years of service.
- Pleased to support the 14th annual National Apprenticeship Week 8 to 14 February 2021. National Apprenticeship Week is an annual week-long celebration of apprenticeships across England and is a time to recognise and applaud apprenticeship success stories across the country. The theme for 2021 was "**Build the Future**" to encourage everyone to consider how apprenticeships can help individuals to develop the skills and knowledge required for a rewarding career, and employers to build a workforce with future ready skills.



**Roy Settle retirement**



**Alan Hill retirement**

It brought together apprenticeship ambassadors, MPs, training providers, apprentices, parents and employers to celebrate the work being done across the whole apprenticeship community, promoting apprenticeships and their impact.

- National Stress Awareness Day Supported The National Stress Awareness Day run by the International Stress Management Association (ISMA). It's purpose is to inform, allow you to reflect and asses the impact if any, stress has on our day to day life. Houlton are committed to raising awareness and supporting Mental Health and Wellbeing issues.





**CAMHS Inspire Unit**

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## MARKETPLACE: 2021

- We are delighted that the CAMHS project carried out for Humber Teaching NHS Foundation Trust won the award for Project of the Year at the Design in Mental Health Exhibition & Conference 2021.
- Our YORbuild projects employment and skills plans for 2021, despite the impact of COVID-19, have provided:
  - ⇒ Apprentice working weeks - 82
  - ⇒ School visits/workshops – 2
  - ⇒ People progression into employment - 6
  - ⇒ New Apprenticeships (Houlton) - 3
- Houlton were pleased to confirm that they had certified compliance with Government COVID-19 Secure guidance in 2021 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.
- We continued our support for the Health & Safety Executive Working Well Together Group, Humber Training Group and the Hull Building Safety Group.
- We continued to register many of our projects under the Considerate Constructors Scheme and our ERYC Beverley Business Centre project was awarded a 'Performance Beyond Compliance' certificate.
- Continued commitment to buy local to the area where we are working, e.g. Bridlington, Hull, Goole, Leeds, Rotherham, Wakefield, etc..



**CCS Certificate**



**Hull Vigil Viewing Platform**

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## COMMUNITIES: 2021

- Houlton were delighted to be involved in the Hull Vigil Viewing Platform an exciting Arts based project for the City. Co-ordinated by Hull Esteem, we and other framework members donated time, materials and expertise to build, deliver and site the viewing shelter on the roof of Hull College. From 3 May 2021, every day for a year, at sunrise and sunset, a Vigil (person) kept watch over Hull from a bespoke wood and glass structure located on top of the Hull College building, facing east and west, overlooking Queen's Gardens and the William Wilberforce statue at one side, the River Humber, the docks and East Hull on the other. Over the course of the year 730 people contributed to the collective vigil – a 365 day silent performance – watching over the city.
- We were delighted to be part of a combined donation which reached £25,000 for 'Every Child In Hull To Be Connected'. Working with our partners at Hull Esteem Consortium Ltd money was raised in support of Hull City Council's initiative to provide essential IT equipment to support the education of local children from our most needy and deserving communities.
- Staff at Houlton took the opportunity to take part in a raffle supporting Macmillan Cancer Support. The prize on offer was the opportunity to take part in the 'Hull Vigil'. The fund raising event was the third this year on behalf of Macmillan, we had our annual Christmas jumpers as well as a sweet raffle. In total donations raised over £1,350.
- We supported Local Scout William with his quest to get to South Korea in 2021 for the World Scout Jamboree, he was selected to represent The City of Hull and Humberside Scouts. He had to personally raise the £4000 required to enable him to get to the Jamboree and we were able help with one of his fund raising ideas, an umbrella tombola.
- Houlton supported Heritage Open Days England's contribution to the European Heritage Days and the country's largest community heritage festival of history and culture, bringing together over 2,000 local people and organisations, and thousands of volunteers. Houlton have worked on a number of buildings that feature in the list of places to visit, such as Ferens Art Gallery, Hull Minster and St Pauls Boxing Club.



**William's Umbrella Tombola**



**Hull Minster Refurbishment & Extension**





**Castle Hill Hospital Solar Farm Project**

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## ENVIRONMENT: 2021

- Our Headquarters Yard waste re-cycling continued to achieve 100% re-cycled in 2021 — on target for the year.
- Continued investment in new more energy efficient MFP printers and laser site and office printers plus new laptops and PC's, etc.. Investment also in solid state drives and memory upgrades to improve efficiency. Investment in new app for our Fire Division to minimise paperwork and also efficiency improvements in our Document Management System. 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. 14 live sites monitored in 2021 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.
- 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 2021.
- Replacement of a further 3 company vans during the year with newer more efficient engines - with an average 15% CO<sup>2</sup> reduction for the new vehicles.



**Another New Fire Division Van**



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## **FUTURE PLAN: 2022**

**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 2022 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 2 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 and YORbuild2 framework initiatives including YORbuild 4Good Fund, including its successor YORbuild3 later in the year.
- Promote and support the 2022 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**

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