



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 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 throughout 2015 in relation to People, Marketplace, Communities and the Environment, as well as our targets for 2016 and the future.



Together Making a Good Job Great



Josh Hunter and competition piece.

# csr-report

2015  
PEOPLE:

- Further success for Houlton trainee Josh Hunter after winning 3 awards at Hull College's Construction Awards plus the Yorkshire region of The Guild of Bricklayers Competition he went on to be named as the **UK's Best Bricklayer**. Josh was awarded the honour at Hull College after winning a **gold medal** at **WorldSkills UK** – the country's biggest skills competition. Another Houlton apprentice bricklayer, Aaron Nelson-Girtchen, also competed at the WorldSkills UK final at Birmingham's NEC. Richard Houlton Chairman presented Josh and Aaron each with a commemorative watch in honour of their excellent achievements.



Aaron Nelson-Girtchen receiving his watch



Josh Hunter receiving his watch

- Maintained accreditation for Investors in People – 15 years now of investing.
- Apprentices – continued to recruit and train apprentices, 2 new apprentices started in 2015 plus an existing labourer placed on a joinery apprenticeship; 8 apprentices now employed plus 3 apprentices successfully completed their training during the year. Continued commitment to developing the skills of young people in the company.



Annual pensioners and long serving employees luncheon

- Further college studies supported with 2 employees enrolled on HNC Construction and the Built Environment and 2 employees enrolled on BTEC Subsidiary Diploma in Construction.
- Annual Pensioner and Long Serving Employees luncheon celebration.



David Lambie 65th birthday celebrations



Pam Stephenson receiving her trophy

- Houlton Site Manager David Lambie, 'our' man in Scotland at United Biscuits Glasgow McVitie factory, was surprised with the presentation of a special 65th birthday cake to recognise that he had completed some challenging re-roofing and other projects on the site.

- In April 2015 our 1 millionth document was published into Workspace (our Document Management System) by Pam Stephenson from our Construction Admin department. David Peace ICT Manager presented Pam with an engraved trophy to mark the occasion in what was our 10th year of using Workspace developed by Union Square, attended by their Account Manager Eleanor Walker.





**HBSG Safety Award Certificate presented to Sean Hunter Contracts Manager**



- Hull Building Safety Group Best Site Safety Performance Award to Principal/Main Contractor 2014/2015 – 3rd position - meeting our top three target for the year.

- Our YORbuild projects employment and skills plans for 2015 have given:

- ⇒ 214 Apprentice working weeks (2014 = 299; 2013 = 239)
- ⇒ 62 People progression into employment (2014 = 71; 2013 = 26)
- ⇒ 22 People work experience (2014 = 14; 2013 = 8)
- ⇒ 31 School visits/workshops (2014 = 25; 2013 = 24)



- Support for YORhub 4 Good Fund which aims to support economic regeneration across the Yorkshire and Humber region. The 4 Good Fund provides grants of up to £10,000 to community projects. A small percentage of the YORbuild frameworks' project fees are contributed to the Fund and contractors also have the option to offer a contribution in time of up to 50% of their total Fund contribution for any project in order to build up a "Time Bank". We provided over £20,000 cash plus Benefit-in-Kind for North Ferriby Village Hall kitchen update and the Blacktoft Old School refurbishment. This from 11No. YORbuild projects valued at £42,000,000.

- Continued commitment to buy local to the Hull area – including buying local to out of town work locations, e.g. Billingham, Glasgow, Sheffield, Leeds. 48% of sub-contractor spend was local to the Hull area.



**HRI Tower Block**

- Continued longstanding relationship with Hull Civic Society - Corporate Member.

- Achieved Considerate Constructors National Site Award Bronze for re-cladding of the Hull Royal Infirmary Tower Block project.



**Extra Care, Beverley**

- Building Excellence Award for Extra Care project at Beverley for East Riding of Yorkshire Council.



**Peter Barnicoat, Contracts Manager receiving Extra Care Award**

- ConCom Certificate of Merit.

- New livery introduced for Houlton van fleet. Instead of the previous green paintwork and vinyl signage they have a full vinyl wrap artwork with photographs highlighting several of our completed construction projects and people.





**Balloon race at St Anne's School**

- Balloons released to celebrate the opening of the new Sixth Form block built by Houlton at St Anne's School and Sixth Form College, Welton near Hull. 118 balloons were released by the pupils and the winning balloon was found the next day by a farmer near Bremen in North Germany - the balloon had travelled a journey of 400 miles in 21.5 hours - an average speed of 18.6 mph.
- Support for Humberside Police Lifestyle 2015 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.



**School Site Safety Posters**

- Continued to run school site safety poster competitions for site safety signage on projects near to local schools.
- Continued to produce and issue Houlton Site Newsletters on 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.
- Proud to continue our support for the Friends of the Ferens Art Gallery and sponsor their regular newsletter for the next three years.
- Bricklaying students from Bishop Burton College visited our £5.5m Extra Care sheltered housing site in Beverley. The students viewed our own Bricklayers working on site whilst discussing the different aspects of what makes a great Bricklayer. Our Site Manager also explained what Houlton look for in a potential employee and gave the students a few tips on how to stand out in a crowd.



**Construction Students Site Visit**

- Construction students were given an insight into a live major project during a tour of East Riding College's new £14m Beverley campus. The learners, who were studying bricklaying and joinery at the College, were shown round the site and given an in-depth talk on construction methods as part of their studies.



**Students at Extra Care site visit**







**Houlton Team at the Big Bang Fair**



- Houlton attended the Big Bang Fair at Doncaster Racecourse in June 2015. As usual we ran our tried and tested Houlton Tower Challenge which generated lots of competition from pupils wanting to compete against their friends in a bid to make the highest free standing tower using just 5 sheets of newspaper and 5 sticky labels. We spoke to many students, both male and female who expressed an interest in a future career in construction and hopefully the information and advice we gave will help them to achieve their goals.

- Houlton assisted with the initial feasibility and layout proposal for new disabled toilet facilities at Howden Working-Men's Club and were extremely pleased to be given the opportunity to view the finished product which was funded by a £6,000 donation from the YORhub 4Good Fund.



**YORhub 4Good Fund Presentation**



**School Careers Event**

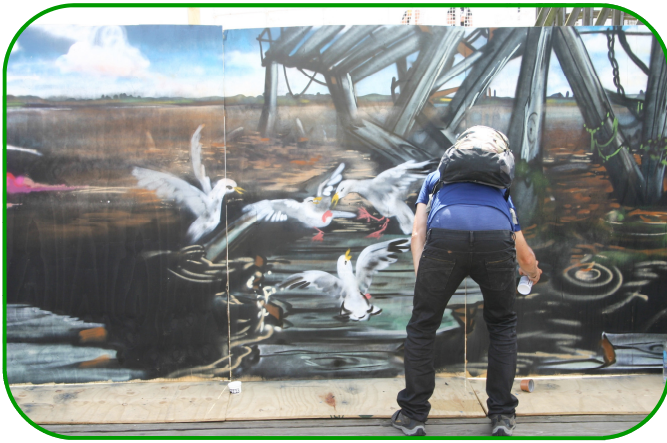
- Following completion of the East Riding College's new £14m Beverley campus, Houlton were invited to support a careers event organised by the college but aimed at local students from Beverley Grammar School, Beverley High School and Longcroft School. We spent the day speaking to pupils about the opportunities within construction and the options they should consider at GCSE to give them a head start. At the end of the session hand-outs were available for interested students who were considering apprenticeships or other routes into construction.

- Continued to support the City of Hull's Finest Young Musicians with the Rotary Club of Humberside Bursary Scheme 2015 Spring Concert. Our local Rotary Club joined forces with the Hull Music Service to promote the musical talent of the young people of Hull and their bursary scheme through this concert at Hull City Hall. The concert featured The City of Hull Youth Symphony Orchestra, Youth Brass Band, Symphonic Wind Band, Youth Jazz Band and Youth Percussion Ensemble.

- Houlton once again attended the fantastic 'STEM In Action Event' organised by HETA. The aim being to introduce pupils to the variety of careers and skills within the different industry sectors whilst highlighting just how diverse and exciting Science, Technology, Engineering and Mathematics really is. Attended by a wide variety of companies in different industry sectors along with over 30 primary schools from across the region. Over the two days Houlton worked with around 220 pupils and our interactive sessions comprised of our infamous 'Tower Challenge'.



**STEM in Action Event**



Humber Street Sesh Graffiti Artists at Work

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2015  
COMMUNITIES:  
continued

- Houlton supported Graffiti Artists at Humber Street Sesh 2015 where we supplied 100No. plywood sheets which were set up around the venue and Graffiti Artists were invited to create their artwork on them. We also allowed the Sesh organisers use part of our site accommodation as their first aid/production office for this exciting weekend of successful events and it was great to see the area surrounding our construction site busy with people enjoying themselves. Similar access provision was also provided for the popular Freedom Festival.



Humber Street Sesh Graffiti Artists at Work

- Joinery students from Leeds College of Building were offered 2 week work experience placements following on from a careers talk delivered by a member of our Houlton team at our Leeds City Council project for a new build housing development at East Park Road, Leeds.



Humber Street Sesh Graffiti Artists Work



Tassibee Charity Rotherham

- Houlton Director Keith Gilson volunteered to help Tassibee a volunteer-led support group for isolated and socially excluded Asian women in Rotherham who he met through a YORhub 4Good Fund grant award. Keith went on to help-the-helpers there by doing the garden for them and said "Tassibee touched lives at street level, that's what I like about it, and why I will remain close"





**Photovoltaic and Solar Panels Installations**



- Yard waste re-cycling – 95% re-cycled last year.

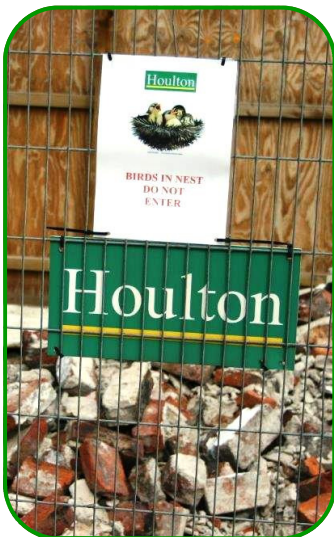


- Continued registration of projects with BRE SMARTWaste, 12 live or completed registered sites in 2015 generating 7,432 cu m of waste by volume of which 87% was diverted from landfill and 96 tonnes of waste by tonnage of which 89% of waste was diverted from landfill.

- Environmental Management System certification maintained with BM TRADA, who also certify our Health & Safety and Quality Management systems to improve auditing and performance.
- Sustainable construction methods incorporated in projects including biomass boilers, wind turbines, photo voltaics, solar water heating, ground source under floor heating and photo-voltaic panels.



**Wind turbine**



**Bird protection zone**

- Bird protection zone created when a visiting Pied Wagtail stopped work on part of our Humber Street refurbishment project for Hull City Council when it decided to make its nest in a pile of demolition debris. The area was fenced off by our site team and despite the adjacent building operations we were pleased to see her successfully raise her chicks without disturbance.

- Continued ICT improvements with new more energy efficient equipment - head of-office Multi-Function-Printers, laptops, PC's, fire-wall and UPS batteries. New on-line estimating tender portal introduced eliminating the previous disk and paper process. Re-cycled various redundant ICT equipment with local company Refurbbit, one of the most successful Waste Electrical & Electronic Equipment (WEEE) refurbishers in Yorkshire. Their secure

data disposal service gives us peace of mind when using their services and a simple solution to WEEE disposal, guaranteeing our duty of care responsibilities are upheld in accordance with environmental law.



**Underfloor heating**

- Replacement of three company vans during the year - giving a 17.5% CO<sup>2</sup> reduction for the new vehicles.



Balloon race at St Anne's School, Welton

## csr-report

**FUTURE:**

**2016**

**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 2016 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 – improve from 95% to 96% over next 12 months.
- Continue to implement waste minimisation and energy reduction measures on our sites and office including greater use of BRE SMARTWaste reporting tool.
- Top three score in Hull Building Safety Group Safety Awards.
- Employ a further two apprentices in the summer.
- Continue to nurture home-grown talent in the business.
- Publish Houlton Silteline update and Houlton Site Newsletters.
- Continue supporting YORbuild2 framework initiatives including YORbuild 4Good Fund.
- Promote and support the 2016 company employee selected charity.
- Support Humberside Police Lifestyle 2016, including Night Challenge and Rock Challenge.
- Continue to provide work placements to local schools and colleges.
- Complete training as identified in the company Training Plan developed from the IIP appraisals in 2015.

## **Quality Construction Built On Tradition**

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Together Making a Good Job Great