


**Introduction:**

This document forms the Qualifying Explanatory Statement to demonstrate that Highway Traffic Management Ltd has achieved carbon neutrality for its fleet, Offices and depots for the period commencing 1<sup>st</sup> November 2019 – 31<sup>st</sup> October 2020

**Section 1: General Information**


<b>PAS 2060 Requirement</b>	<b>Client Response</b>
Entity making PAS 2060 declaration:	Highway Traffic Management Ltd
Subject of PAS 2060 declaration:	The fleet, offices and depots operated by Highway Traffic Management, with locations in Birmingham and Lincolnshire.
Description of Subject:	Highway Traffic Management is a temporary traffic management company that was established in 1995, has 160 direct employees and a fleet of 150 traffic management vehicles with a head office in Birmingham.
Rationale for selection of the subject:	The subject was selected since it represents the operational control boundary of HTM, so therefore includes all emissions based on the operational control principle defined in the 2014 WRI GHG Protocol – Corporate Accounting Standard.
Type of conformity assessment:	Independent 3 <sup>rd</sup> Party.
Baseline date for PAS2060 programme:	1 <sup>st</sup> November 2019
Achievement period	1 <sup>st</sup> November 2019 – 31 <sup>st</sup> October 2020
Commitment period	1 <sup>st</sup> November 2020 – 31 <sup>st</sup> October 2021
Individuals responsible for evaluation and provision of data necessary for declaration:	Marcus Casey - Commercial Director Matt Adkins – Quality & Compliance Manager

Section 2: Declaration of Achievement of Carbon Neutrality

<b>PAS 2060 Requirement</b>	<b>Client Response</b>
Declaration of achievement:	Carbon neutrality of the Subject was achieved by Highway Traffic Management in accordance with PAS 2060 in February 2021 for the period commencing 1 <sup>st</sup> November 2019 and ending 31 <sup>st</sup> October 2020, certified by Carbon Trust Assurance.
Recorded carbon footprint of the subject during the period stated above	1127.31 tCO <sub>2</sub> e (Market Based) 1137.29 tCO <sub>2</sub> e (Location Based)
Carbon footprint reduction target for period	Whilst the business is expanding at Highway Traffic Management, they will reduce their Carbon Footprint year on year, currently their carbon intensity is: 101.48 tCO <sub>2</sub> e is emitted for every million £ earned (by the market-based method). By following their carbon reduction programme as set out in Section 5 of the QES document they will reduce their Carbon output for the year following the achievement period.
Location of GHG emissions report supporting this claim:	Section 4
Location of the Carbon Footprint Management Plan:	Section 5
Location of the details describing the carbon offsets:	Section 5
Location of the details describing internal reductions achieved (recertification only)	NA
<b>Name of Senior Representative</b>	<b>Senior Representative Signature</b>
Name: Marcus Casey  Role: Commercial Director  Date: 1 <sup>st</sup> February 2021	



Section 3: Declaration of On-going Commitment to Carbon Neutrality (optional)

<b>PAS 2060 Requirement</b>	<b>Client Response</b>
Declaration of on-going commitment:	Highway Traffic Management Ltd commits to maintaining carbon neutrality for the future, in accordance to PAS2060 for the period commencing on 1 <sup>st</sup> November 2019
Location of the Carbon Footprint Management Plan:	Section 5
<b>Name of Senior Representative</b>	<b>Senior Representative Signature</b>
Name: Marcus Casey Role: Commercial Director Date: 1 <sup>st</sup> February 2021	

Section 4: Carbon Footprint Breakdown

<b>Carbon Footprint (1<sup>st</sup> November 2019 - 31<sup>st</sup> October 2020)</b>	<b>Location Based</b>	<b>Market Based</b>
Scope 1 (mandatory): <i>Gas</i> <i>Refrigerant Gases</i> <i>Own Vehicles (vehicles owned by the organisation)</i>	Gas: 9.03 tCO <sub>2</sub> e  Company Cars: 1115.98 tCO <sub>2</sub> e  Refrigerants 0 tCO <sub>2</sub> e	Gas: 9.03 tCO <sub>2</sub> e  Company Cars: 1115.98 tCO <sub>2</sub> e  Refrigerants 0 tCO <sub>2</sub> e
Scope 2 (mandatory): <i>Electricity</i> <i>Steam</i>	Electricity: 12.28 tCO <sub>2</sub> e	Electricity: 2.30 tCO <sub>2</sub> e
<b>Total</b>	<b>1137.29 (tCO<sub>2</sub>e)</b>	<b>1111.84 (tCO<sub>2</sub>e)</b>
Scope 3 (optional): <i>Purchased goods and services</i> <i>Capital goods</i> <i>Fuel and energy related activities</i> <i>Transportation and distribution</i> <i>Waste generated in operations</i> <i>Business travel</i> <i>Employee commuting</i> <i>Leased assets</i> <i>Processing of sold products</i> <i>Use of sold products</i> <i>End-of-life treatment of sold products</i> <i>Franchises</i> <i>Investments</i>	Highway Traffic Management has taken the decision not to include Scope 3 in year 1, Given the impact of COVID-19 on the business, HTM has decided to limit the inclusion of Scope 3, HTM's ongoing intent is to include other Scope 3 activities in future certifications.	

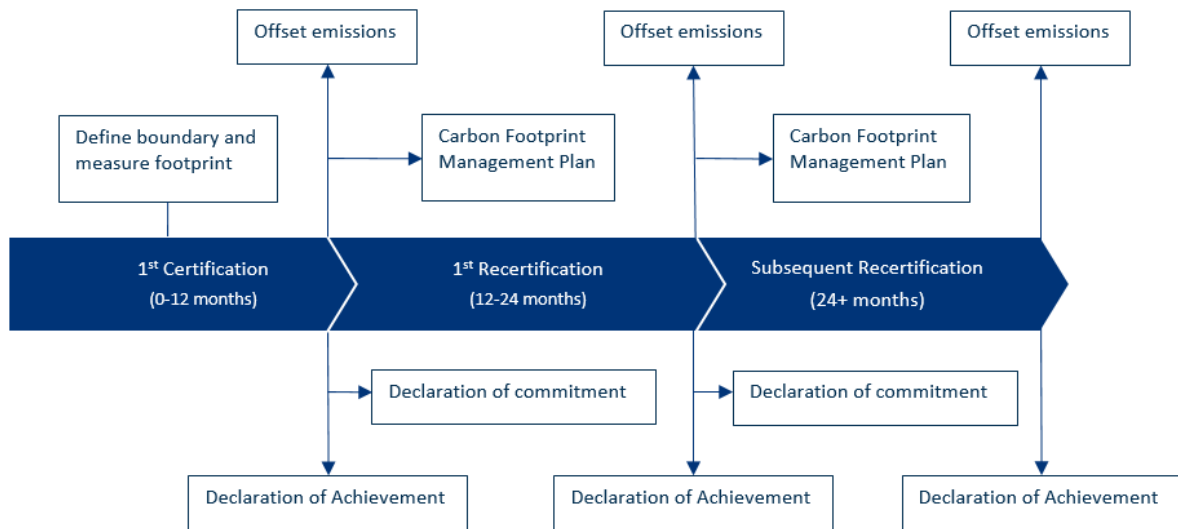
Section 5: Carbon Management Plan

<b>PAS 2060 Requirement</b>	<b>Client Response</b>
<i>Statement of commitment to carbon neutrality for the defined subject</i>	HTM Commits to achieve carbon neutrality for the subject in accordance with PAS 2060 for the period commencing on 01/11/2019 and ending 31/10/2020. This will be certified by Carbon Trust Assurance
<i>Timescale for achieving carbon neutrality</i>	Carbon neutrality will be achieved in February 2021.
<i>Targets for GHG reduction for the defined subject appropriate to the timescale for achieving carbon neutrality</i>	HTM's first target will be in the reduction in the carbon intensity of our business as per the metric tCO <sub>2</sub> e/£ revenue, achieved through the methods laid out in the carbon management plan. Our first major target will be to reduce the emissions from owned vehicles. We aim to reduce our carbon intensity year on year.
<p><i>Planned means of achieving and maintaining GHG emissions reduction including:</i></p> <ul style="list-style-type: none"> <li>• <i>Assumptions made and any justification of the techniques and measures to be employed to reduce GHG emissions;</i></li> <li>• <i>[Optional] Where historical reductions are to be taken into account, the period over which those reductions are to be calculated and confirmation that the necessary data is available and that calculation is to be undertaken using precisely the same methodology as that to be employed to assess and calculate future reductions;</i></li> </ul>	<p>Highway Traffic Management aims to achieve carbon neutrality by embedding carbon reduction into its daily operational functions and processes. This will begin with a carbon reduction team that will hold monthly meetings (moving to quarterly) to discuss what and how carbon reductions can be made.</p> <p>As a start HTM has already put in place monitoring systems for its fleet of vehicles. These systems monitor the non-necessary idling of any of its vehicles within its fleet, and sends warnings to both the driver of that vehicle and the transport manager. In addition, during late 2020 we changed 50% of our staff vehicles from diesel box vans to plug in Hybrid cars.</p> <p>To further reduce the carbon footprint, HTM will also look to expand on its current fleet of fully electric vehicles. Plans will also be put in place to help reduce the mileage of any business trips taken by any HTM staff, including more working from home to help assist in the reduction of the carbon footprint.</p> <p>In 2021, HTM will be moving to a new head office in Birmingham that is being designed to be as low carbon as possible. For example, there will be more efficient lighting (motion sensor), a low energy heating system, Low-E Glass, etc.</p>
<p><i>If the entity has made offsets and achieved carbon neutrality to-date, a description of these offsets should be provided here.</i></p> <p><i>Information should include:</i></p> <ul style="list-style-type: none"> <li>• <i>Which GHG emissions have been offset;</i></li> <li>• <i>The type of offset and projects involved;</i></li> <li>• <i>The scheme through which the offsets were made;</i></li> <li>• <i>The number and type of carbon credits alongside the time period over which the credits were generated and the date(s) of their retirement.</i></li> </ul>	This is the first achievement of carbon neutrality; therefore, no offsets have been made historically.

<p><i>The offset strategy to be adopted to meet the achievement to carbon neutrality element of PAS 2060. This should include:</i></p> <ul style="list-style-type: none"> <li>• <i>An estimate of the quantity of GHG emissions to be offset;</i></li> <li>• <i>The nature of the offsets;</i></li> <li>• <i>The likely number and type of credits.</i></li> </ul>	<p>Highway Traffic Management has partnered with ClimateCare to offset 1,127.31 tonnes of CO<sub>2</sub>e (footprint calculated via a market-based approach). These have been offset through projects which tackle global climate change and improve people’s lives. Projects include, creating jobs, improving health, protecting of wildlife, preserving local resources and the fight against climate change. The period in which the offsets were made is 01/11/2019 - 31/10/2020.</p> <p>The carbon credits to be retired are from ClimateCare’s standard portfolio, which includes a number of different environmental impact projects, that are all Gold Standard certified:</p> <ul style="list-style-type: none"> <li>- <b>Bondhu Chula</b> (ID: GS3112) <a href="https://registry.goldstandard.org/projects/details/537">https://registry.goldstandard.org/projects/details/537</a></li> <li>- <b>Orb Solar</b> (ID: GS4289) <a href="https://registry.goldstandard.org/projects/details/1349">https://registry.goldstandard.org/projects/details/1349</a></li> <li>- <b>Gyapa Cook Stoves</b> (ID: GS407) <a href="https://registry.goldstandard.org/projects/details/696">https://registry.goldstandard.org/projects/details/696</a></li> <li>- <b>Aqua Clara</b> (ID: GS1078) <a href="https://registry.goldstandard.org/projects/details/59">https://registry.goldstandard.org/projects/details/59</a></li> <li>- <b>Burn Stoves</b> (ID: GS5642) <a href="https://registry.goldstandard.org/projects/details/1559">https://registry.goldstandard.org/projects/details/1559</a></li> </ul> <p>These offsets will be retired (before the end of March 2021) on behalf of the Carbon Trust’s standard portfolio clients by ClimateCare for carbon neutrality certification, and will be available here: <a href="https://registry.goldstandard.org/credit-blocks/issuances?q=&amp;page=1">https://registry.goldstandard.org/credit-blocks/issuances?q=&amp;page=1</a></p> <p>The offset certificates can be seen in Figure 3.</p>
<p><i>Statement on the fact that PAS 2060 certification has been provided by a third-party verifier. [Example Q&amp;A statement provided here.]</i></p> <p><i>What type of conformity assessment has been undertaken?</i></p>	<p>Independent 3<sup>rd</sup> Party Certification</p>

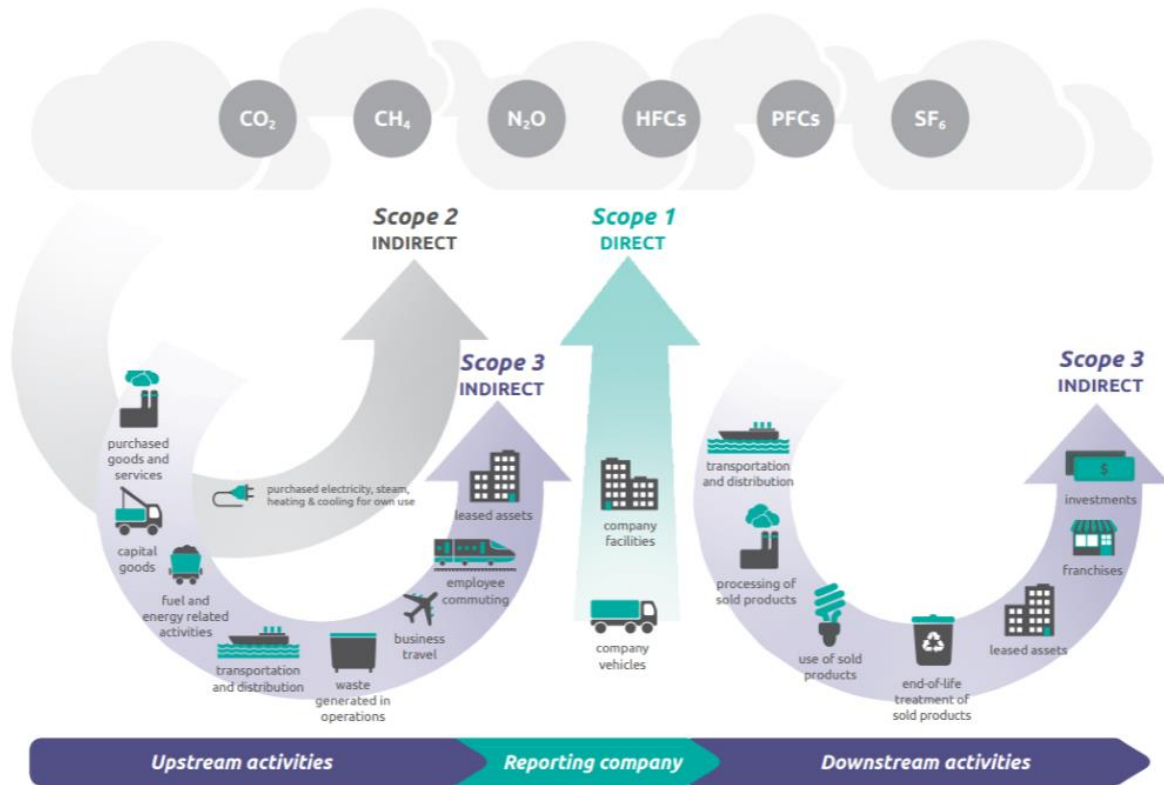
Annex: Useful additional information

Figure 1: PAS 2060 Certification Process



Source: Carbon Trust. Adapted from “BSI - PAS 2060:2014: *Specification for the demonstration of carbon neutrality: Figure 1 – Illustration of the cyclical process for demonstrating carbon neutrality, taking into account permitted baseline period exceptions*”. [Simplified version]

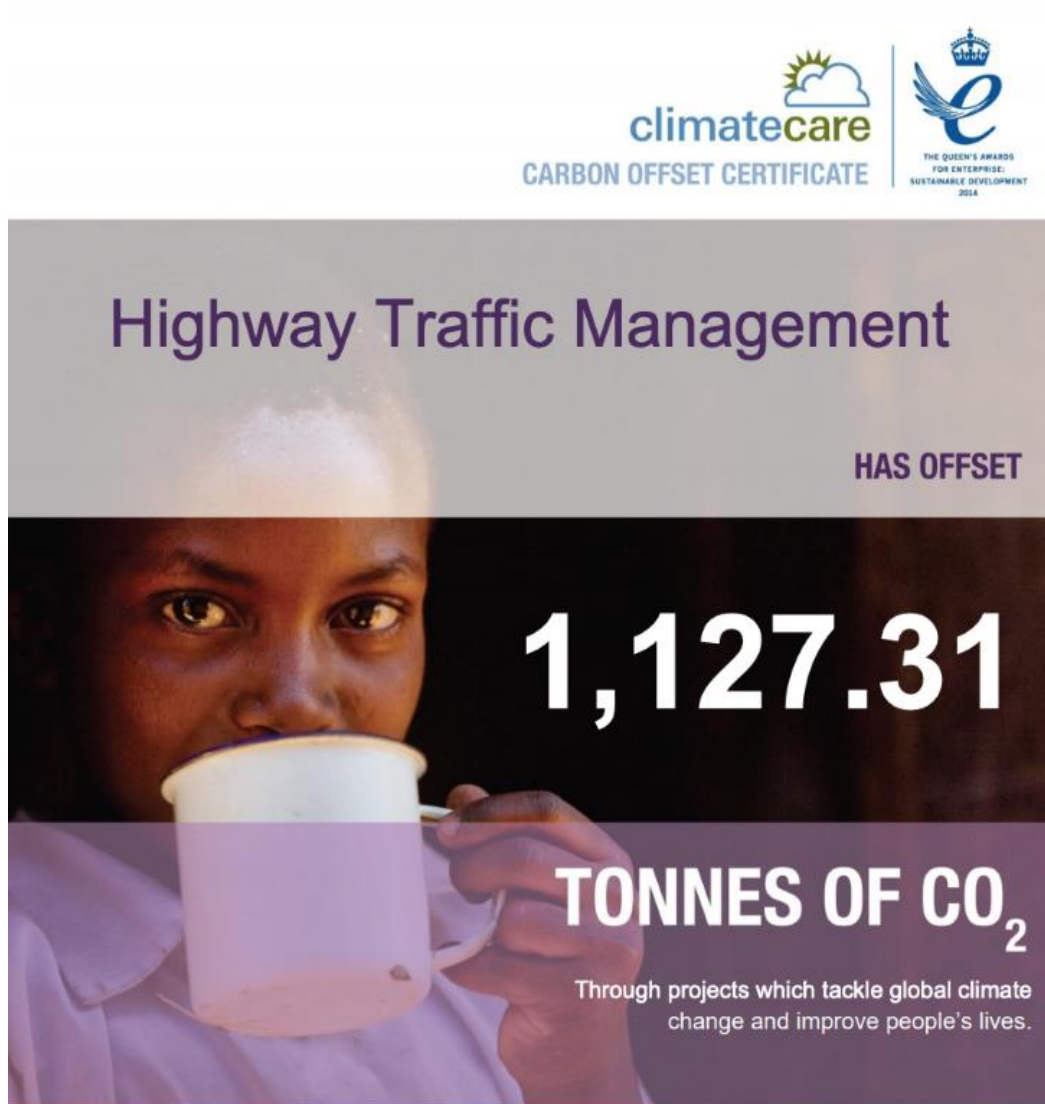
Figure 2: Organisational Carbon Foot printing



Source: Greenhouse Gas Protocol: *Corporate Value Chain (Scope 3) Accounting & Reporting Standard*. Available from: [http://ghgprotocol.org/sites/default/files/standards/Corporate-Value-Chain-Accounting-Reporting-Standard\\_041613\\_2.pdf](http://ghgprotocol.org/sites/default/files/standards/Corporate-Value-Chain-Accounting-Reporting-Standard_041613_2.pdf)



Figure 3: Offset Certificates



climatecare  
CARBON OFFSET CERTIFICATE

THE QUEEN'S AWARDS  
FOR ENTERPRISE:  
SUSTAINABLE DEVELOPMENT  
2014

Highway Traffic Management

HAS OFFSET

**1,127.31**

**TONNES OF CO<sub>2</sub>**

Through projects which tackle global climate change and improve people's lives.

By offsetting your emissions through ClimateCare you are supporting projects that make a measurable difference to people's lives as well as protecting the environment. Climate and development projects:



CREATE JOBS



IMPROVE HEALTH



SAVE FAMILIES  
MONEY



PROTECT WILDLIFE



PRESERVE LOCAL  
RESOURCES



FIGHT CLIMATE  
CHANGE



Figure 4: Certificate of Achievement of Neutrality



## Carbon Neutral Label

Highway Traffic Management Ltd.

has achieved carbon neutrality and is committed to on-going carbon neutrality of the total carbon footprint of its

### UK Sites and Operations

Carbon Trust Assurance has certified that this company has met all of the requirements for using the Carbon Trust Carbon Neutral Label in relation to the 1st November 2019 – 31st October 2020 baseline period.



A full description of the scope of certification and a detailed list of certified results can be found in the associated Certification Letter CERT-12933.

Awarded: [18th February 2021](#) Valid Until: [17th February 2022](#)

for and on behalf of Carbon Trust Assurance Ltd,

Morgan Jones, Head of Assurance

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