



CARBON REDUCTION PLAN

Solace Prime Care Ltd

Domiciliary care, Sheffield | Version 5.0 | September 2026

9.52

tCO₂e total footprint
2026 baseline year

2040

net zero commitment
ten years ahead of PPN 006

0.63

tCO₂e per member of staff
2026 intensity

Organisation	Solace Prime Care Ltd
Company registration	14698864
CQC provider ID	1-16869449485
Registered address	Steel City Stadium, Sheffield Olympic Legacy Park, Worksop Road, Sheffield S9 3TL
Contact	0114 442 0772 info@solaceprimecare.co.uk solaceprimecare.co.uk
Regulated activity	Personal care, delivered to adults in their own homes
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Version	5.0
Baseline year	2026
Publication date	22 September 2026
Next review	22 September 2027
Prepared and approved by	Waqar Arshad, Director and Nominated Individual

Prepared in accordance with Procurement Policy Note 006, Taking account of Carbon Reduction Plans in the procurement of major government contracts, and the associated Technical Standard for the Completion of Carbon Reduction Plans. This plan is published on the Solace Prime Care Ltd website and is updated at least every twelve months.



Document Control

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Approved by	Waqar Arshad, Director and Nominated Individual
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Next review date	22 September 2027
Applies to	All employees, agency workers and contractors acting for Solace Prime Care Ltd
Distribution	Published on the company website. Issued with tender and framework submissions. Circulated to all staff through the management team
Related documents	Statement of Purpose, Business Continuity Plan, Procurement and Supplier Selection arrangements, Social Value evidence pack
Supersedes	Version 4.0, published September 2026
Enquiries	info@solaceprimecare.co.uk or 0114 442 0772

Revision History

Version	Date	Summary of change	Approved by
5.0	22 Sept 2026	Restatement and republication. The grid electricity conversion factor applied to office electricity has been corrected from 0.177 to 0.13096 kgCO ₂ e per kWh, being the published 2026 UK Government factor. Version 4.0 applied the 2025 factor in error. Scope 2 restated from 1.94 to 1.72 tCO ₂ e and total emissions from 9.74 to 9.52 tCO ₂ e. Interim targets restated to 6.19 tCO ₂ e for 2030 and 2.86 tCO ₂ e for 2035. Carbon intensity restated from 0.65 to 0.63 tCO ₂ e per member of staff. The net zero date, the reduction percentages, all Scope 3 figures and all reduction measures are unchanged. Action CR12 added to require conversion factors to be verified against the published dataset before each republication. Full document redesign, specific publication date and a signature block added.	Waqar Arshad
4.0	Sept 2026	Full review and republication. Scope 3 boundary statement added at section 2.3 recording the categories outside the required subset and the reason for each. Scope 2 reporting method stated at section 4. Document control, revision history and enquiry route added. Rebuilt to the Solace Prime Care document standard.	Waqar Arshad

Versions 1.0 to 3.0 were internal working drafts of this plan and were not published externally. Where a revision restates a previously reported figure, the restatement and its reason are recorded in the table above. The 2026 baseline stated in this version is the baseline against which all future reductions are measured.



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How to read this plan.

Sections 2 and 3 carry the emissions figures. Section 4 states plainly which of those figures are measured and which are benchmarked, and what we are doing to replace the estimates. Sections 6 and 7 separate what is already in place from what is planned, so that commitments are not confused with achievements.

A note on version 5.0.

Version 4.0 of this plan applied the 2025 grid electricity conversion factor rather than the published 2026 factor. That error has been corrected in this version and the affected figures restated. The restatement is recorded in full in the revision history so that any reader comparing the two editions can see exactly what changed and why. A new control at action CR12 requires every conversion factor to be checked against the published dataset before this plan is republished.



At a Glance

The summary below is drawn directly from the figures reported at sections 2 and 3. It is provided so that a reader can see the shape of our footprint without working through the tables first.

Where our 2026 emissions sit

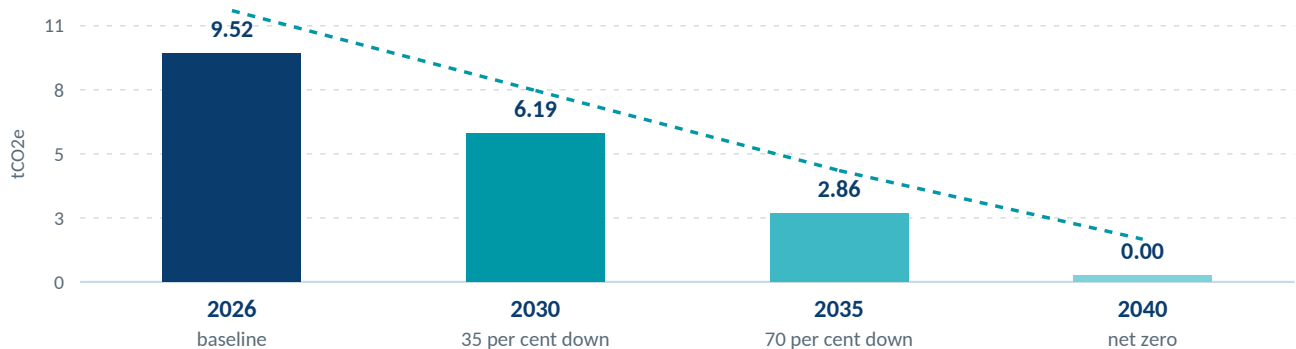


Split by emissions scope



Scope 1 is nil. We own and lease no vehicles and operate no combustion equipment under our own control, so the whole of our footprint is indirect.

Our pathway to net zero



The single most important line in this plan.

Employee commuting accounts for 5.77 tonnes, just over 60 per cent of our total footprint. Travel between care calls, which is the activity most people would assume dominates a domiciliary service, accounts for 1.39 tonnes. That is a direct result of clustering calls geographically and requiring a single vehicle for double handed visits. Our reduction effort is therefore weighted towards how staff get to work, not how they move between people.



1. Commitment to Achieving Net Zero

Solace Prime Care Ltd is committed to achieving net zero greenhouse gas emissions across its operations by 2040, ten years ahead of the 2050 date required under PPN 006 and the UK's statutory target under the Climate Change Act 2008. This commitment has been approved by the Director and Nominated Individual and applies to all activities carried out by the organisation.

We are a small domiciliary care provider delivering personal care to adults in their own homes across Sheffield. We operate no company vehicles, no on-site cooking facilities and no owned premises. Our emissions are therefore concentrated almost entirely in the movement of people, both the travel our staff undertake between care calls and the journeys they make to and from work. This shapes everything that follows in this plan.

Why 2040 is credible for this organisation

We have no fleet to decarbonise and no industrial process to redesign. The levers available to us are route efficiency, vehicle choice within a grey fleet, shared journeys, and the continuing decarbonisation of the electricity grid. These are levers we can pull now, at low cost, without compromising the safety, continuity or quality of care we provide to the people who use our service.

1.1 Alignment with NHS net zero commitments

Our 2040 date has been chosen deliberately rather than arbitrarily. The NHS has committed to reaching net zero by 2040 for the emissions it controls directly, and by 2045 for its wider supply chain, under the Greener NHS programme. Our commitment therefore matches the direct emissions date the NHS has set for itself and runs five years ahead of the date it has set for suppliers such as us.

Where we work with local authority commissioners, this plan is also intended to support the environmental element of social value assessment, and we are content for it to be referenced in that context.

Care comes first.

We recognise that our first duty is to the people we support. No carbon reduction measure will be adopted where it would delay a visit, reduce continuity of carer, compromise lone worker safety, or restrict our ability to respond to an urgent or out of hours need. Where a measure carries any such risk, the care need takes precedence and the measure is recorded as not adopted, with the reason.



2. Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases released before any strategic action to reduce emissions was taken. They provide the reference point against which all future reductions in this plan are measured.

This is the first Carbon Reduction Plan produced by Solace Prime Care Ltd. The baseline year is 2026. Measured and benchmarked data covers the period 1 January 2026 to 30 June 2026 and has been annualised to a full twelve month equivalent so that the baseline is directly comparable with future reporting years. Full calendar year 2026 figures will replace the annualised values at the first annual review in September 2027, and any restatement will be shown clearly.

The reporting boundary covers all operations under the operational control of Solace Prime Care Ltd, including its registered office and all domiciliary care activities undertaken by employees.

2.1 Baseline emissions by scope

Emissions scope	Basis of reporting	tCO2e
Scope 1 Direct emissions	No company owned or leased vehicles. No gas cooking appliances or other combustion equipment under our operational control. No owned or controlled heating plant.	0.00
Scope 2 Purchased energy	Electricity and heat supplied to our office suite by the landlord and included within the rent. Estimated from floor area using published building benchmarks, as no tenant meter or bill is available. Reported on a location based method.	1.72
Scope 3 Indirect value chain	Covers the five categories required by the PPN 006 Technical Standard. Broken down at section 2.2 below.	7.80
Total emissions		9.52

2.2 Scope 3 breakdown against the required categories

Category	Scope of activity at Solace Prime Care	tCO2e
4. Upstream transportation and distribution	Delivery of personal protective equipment, care consumables, stationery and sundries to the office. Estimated at approximately 24 deliveries per year.	0.14
5. Waste generated in operations	Office general waste and mixed recycling. Estimated at 1.8 tonnes per year using a per employee benchmark, split 60 per cent general and 40 per cent recycled. No clinical waste stream is operated.	0.50
6. Business travel	Travel between care calls in staff owned vehicles, recorded as 2,491.22 miles for the six months to 30 June 2026 and annualised to 4,982 miles. This is grey fleet mileage and no company vehicles are involved.	1.39
7. Employee commuting	Journeys between home and the first call or the office. Modelled on 15 staff, of whom 8 travel by car, 4 by local bus and 3 walk or cycle, over an assumed 200 working days.	5.77
9. Downstream transportation and distribution	Not applicable. We deliver a regulated care service in the person's own home. We do not manufacture, sell or distribute any physical product, so there is no downstream distribution activity to report.	0.00
Total Scope 3		7.80



2.3 Scope 3 categories outside the required subset

The PPN 006 Technical Standard requires reporting of Scope 3 categories 4, 5, 6, 7 and 9, all of which are reported in full at section 2.2. The remaining categories of the Corporate Value Chain (Scope 3) Standard sit outside that required subset and are not included in our reported total. Our position on each is recorded below so that the boundary of this plan is explicit rather than left to be inferred from an absence.

Category	Position at Solace Prime Care
1. Purchased goods and services	Outside the required subset and not quantified. Our purchasing is limited to personal protective equipment, care consumables, stationery and software licences. Product carbon data is being requested from principal suppliers under action CR07, and we will consider reporting this category once usable supplier data is held.
2. Capital goods	Outside the required subset and not quantified. No capital assets were acquired during the baseline period.
3. Fuel and energy related activities	Outside the required subset and not quantified. This would relate to well to tank and transmission and distribution losses on landlord supplied energy. It cannot be calculated reliably until measured consumption data is obtained under action CR01.
8. Upstream leased assets	Outside the required subset. Our office suite is leased and the energy consumed within it is already reported under Scope 2, so no separate treatment applies and there is no double counting.
10 to 14. Downstream categories	Not applicable. We do not process or sell products, we operate no franchises, and we lease no assets to third parties. The use and end of life stages do not arise for a regulated care service.
15. Investments	Not applicable. The organisation holds no investments.

This boundary will be reviewed at each annual update. Where a category becomes material or becomes capable of reliable measurement, it will be brought into the reported total and the baseline will be restated and labelled as such.

3. Current Emissions Reporting

This section reports our most recent emissions position. Because this is our first Carbon Reduction Plan, the current reporting year and the baseline year are the same. The figures below are therefore identical to those at section 2. This is stated explicitly so that the position is unambiguous rather than left to be inferred.

From the 2027 update onwards this section will carry the latest twelve month figures alongside the fixed 2026 baseline, so that the direction of travel can be read directly from the document.

Reporting period	Scope 1	Scope 2	Scope 3	Total tCO ₂ e
Baseline year 2026	0.00	1.72	7.80	9.52
Current reporting year 2026	0.00	1.72	7.80	9.52
Change against baseline	n/a	n/a	n/a	First reporting year



4. Methodology, Data Sources and Assumptions

This plan has been prepared using the Greenhouse Gas Protocol Corporate Accounting and Reporting Standard and the UK Government Greenhouse Gas Conversion Factors for Company Reporting (2026 edition), published by the Department for Energy Security and Net Zero. An operational control boundary has been applied. We have chosen to state our assumptions openly rather than present estimated figures as measured ones. Every assumption below is accompanied by a dated action to replace it with actual data.

Scope 2 emissions are reported on a location based method, using the published UK grid average factor. A market based figure is not reported. Electricity is supplied to our office suite by the landlord and included within the rent, so we hold no supply contract, fuel mix disclosure or contractual instrument on which a market based figure could be built. This will be revisited if metered or separately billed supply is obtained under action CR01.

Item	Basis used	Quality	Action to improve
Business mileage	2,491.22 recorded miles for January to June 2026, doubled to give an annual equivalent. Factor 0.2785 kgCO ₂ e per mile, converted from the 2026 average car, all fuels factor of 0.17304 kgCO ₂ e per kilometre.	Measured	Move to full twelve month actuals at the 2027 review.
Office electricity	Floor area of 50 square metres at a benchmark of 95 kWh per square metre per year, giving 4,750 kWh. Factor 0.13096 kgCO ₂ e per kWh applied, being the published 2026 UK grid average.	Estimated	Request actual consumption data or sub-metering from the landlord under CR01.
Office heating	50 square metres at a benchmark of 120 kWh per square metre per year, giving 6,000 kWh. Natural gas factor of 0.18296 kgCO ₂ e per kWh, gross calorific value basis, applied as the conservative assumption, as the fuel source is landlord controlled and not yet confirmed.	Estimated	Confirm heating fuel with the landlord. If the supply is electric or district heat, this figure will fall.
Waste	15 staff at a benchmark of 120 kg per person per year. General waste assumed to landfill as the conservative case.	Estimated	Confirm the disposal route. Sheffield commercial waste is commonly sent to energy recovery, which would reduce this figure materially.
Commuting	Modelled travel mode split across 15 staff with an assumed 5 mile journey each way over 200 working days.	Modelled	Run a staff commuting survey during 2026 to 2027 and replace the model with reported distances and modes.

A correction carried at version 5.0.

Version 4.0 of this plan applied a grid electricity factor of 0.177 kgCO₂e per kWh. That is the 2025 factor. The published 2026 factor is 0.13096 kgCO₂e per kWh, the reduction reflecting both continued decarbonisation of the grid and a change in the way the Department for Energy Security and Net Zero calculates the figure. The 2026 factor is applied throughout this version, Scope 2 is restated accordingly, and action CR12 now requires every factor to be checked against the published dataset before this plan is republished.

Emissions from water use at the office, limited to hand washing and welfare facilities, are not material and are excluded. There is no kitchen or cooking facility on site. Conversion factors will be refreshed against the current published set at each annual



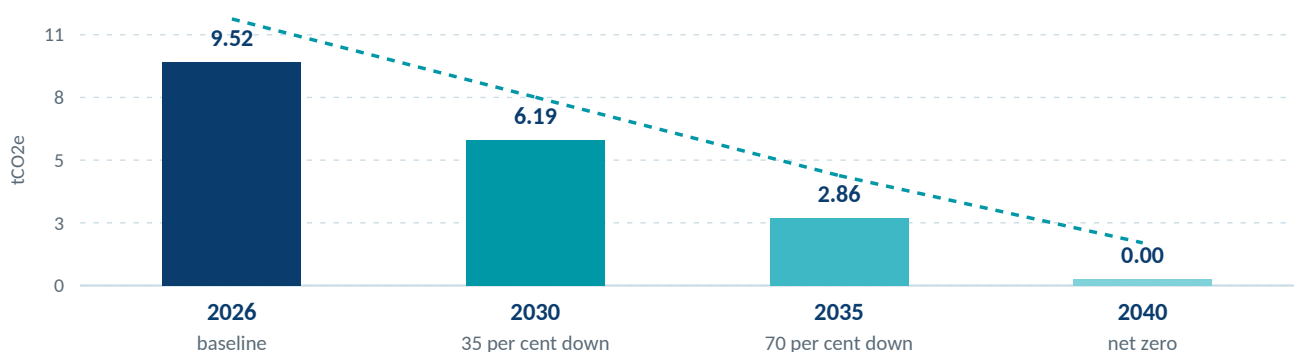
review, and where a factor change alters the baseline the restatement will be shown.

The 2026 conversion factor set carries a methodology change to UK electricity that reduces the reporting lag from two years to one. Where a future reduction in our reported Scope 2 figure is driven by a factor change rather than by a change in what we actually consume, we will say so in the annual update rather than present it as operational progress.

5. Emissions Reduction Targets

We have adopted the following targets against the 2026 baseline of 9.52 tCO₂e. Progress is reported publicly in each annual update of this plan.

Milestone	Reduction against 2026 baseline	Target tCO ₂ e	Principal levers
2030	35 per cent	6.19	Commuting measures, car sharing, grid decarbonisation, first hybrid and electric vehicles entering the grey fleet, paperless records.
2035	70 per cent	2.86	Majority of staff vehicles low emission, continued grid decarbonisation, confirmed low carbon heat at the office, established supplier engagement.
2040	Net zero	0.00	Residual emissions of no more than 0.5 tCO ₂ e addressed through certified carbon removals. Removals are a last resort and are not used in place of reduction.



We also track a carbon intensity measure so that our footprint can be understood as the service grows. Our 2026 baseline intensity is 0.63 tCO₂e per member of staff. A second intensity measure, tonnes of CO₂e per 1,000 hours of personal care delivered, will be added at the 2027 review once a full year of care hours is available. Absolute reduction remains our primary commitment, and intensity is reported alongside it rather than instead of it.



6. Carbon Reduction Projects Already in Place

The following measures were in operation during the baseline period and are already reflected in the figures reported at sections 2 and 3. They are recorded here because they are the reason our business travel footprint is low for a service of this type.

Measure	What we do	Effect
Geographic clustering of care calls	Rotas are built so that a carer's calls sit within a tight local area. Travel between consecutive calls is normally under nine minutes. A mileage and travel time tool is used at the rota planning stage.	Directly limits Scope 3 business travel and supports punctuality and continuity of carer.
Single vehicle for double handed calls	Where two carers attend a call together, they are directed to travel in one vehicle.	Halves the travel emissions of every double handed visit.
No company vehicles	The organisation owns and leases no vehicles.	Scope 1 transport emissions are nil.
Occupancy controlled lighting	Office lighting operates on movement sensors and is on only when a room is occupied.	Removes lighting load from unoccupied rooms across the working day.
Training and meetings held on site	Induction, training and team meetings take place in our own rooms at Steel City Stadium rather than at hired external venues.	Avoids additional staff travel and third party venue energy use.
No cooking facilities	There are no cooking appliances at the office. Water use is limited to the sink and welfare facilities.	No gas appliance load and negligible water related emissions.
Digital care records	Care planning, visit recording and monitoring are delivered through OneTouch. Training records are held on Citation Atlas.	Reduces printing, storage and courier movement of paper records.
Recycling in place	Mixed recycling operates alongside general waste at the office.	Diverts a share of office waste from disposal.



7. Carbon Reduction Projects Planned

The following measures are planned or under implementation. Each has a named owner and a target date. Progress against every line is reported in the annual update of this plan.

Ref	Planned measure	Owner	Target
CR01	Request actual energy consumption data, or a sub-meter, for our office suite from the landlord, and confirm the heating fuel source. Replace benchmarked Scope 2 figures with measured data.	Director	Dec 2026
CR02	Confirm the waste disposal route with the landlord and, if waste is landfilled, request a change to energy recovery or increased segregation.	Director	Dec 2026
CR03	Carry out a staff commuting survey capturing distance, mode and shift pattern, and replace the modelled commuting figures with the distances and travel modes staff actually report.	Registered Manager	Mar 2027
CR04	Introduce a voluntary car sharing scheme for staff living close to one another or working overlapping rounds, coordinated through the rota.	Care Coordinator	Jun 2027
CR05	Complete the move to fully digital care records, removing routine printing of care plans, risk assessments and visit records.	Registered Manager	Dec 2026
CR06	Publish guidance for staff on lower emission vehicle choices and investigate whether a salary sacrifice or grant supported route to hybrid and electric vehicles is viable at our size.	Director	Dec 2027
CR07	Ask our principal suppliers of personal protective equipment and care consumables for product carbon data and consolidate ordering to reduce delivery frequency.	Care Coordinator	Jun 2027
CR08	Where practical, environmental performance will be considered alongside cost and quality when selecting key suppliers, so that environmental considerations form part of our procurement decisions rather than sitting outside them.	Care Coordinator	Jun 2027
CR09	Add tonnes of CO ₂ e per 1,000 hours of personal care as a reported intensity measure so growth in the service can be separated from growth in emissions.	Director	Jul 2027
CR10	Include environmental awareness in staff induction and add a standing carbon item to management meetings so reduction is discussed alongside quality and safety.	Registered Manager	Mar 2027
CR11	Review, update and republish this Carbon Reduction Plan with verified twelve month data.	Director	Jul 2027
CR12	Before each republication, check every conversion factor used in this plan against the current published Department for Energy Security and Net Zero dataset, record the dataset year applied, and restate any figure the check changes.	Director	Jul 2027



8. Governance, Monitoring and Review

Solace Prime Care Ltd does not hold ISO 14001 certification and does not operate a certified environmental management system. We have not claimed one. Environmental performance is instead managed through the governance arrangements that already run the service, which keeps it visible to the people who make operational decisions.

Element	Arrangement
Accountable person	Waqar Arshad, Director and Nominated Individual. Holds overall accountability for this plan, approves it, and signs off each annual update.
Operational delivery	Registered Manager and Care Coordinator hold the actions assigned to them at section 7 and report progress through existing management meetings.
Data collection	Business mileage is drawn from rota and mileage records. Energy, waste and commuting data are gathered as set out in the actions at section 7.
Factor verification	Conversion factors are checked against the current published dataset before each republication under action CR12, and the dataset year applied is recorded in this plan.
Monitoring	Progress against the Carbon Reduction Plan forms a standing agenda item at quarterly management meetings. Emissions data is compiled annually.
Annual review	This plan is reviewed, updated and republished at least every twelve months. The next review is due 22 September 2027.
Publication	Published on the Solace Prime Care Ltd website and linked directly in tender submissions. The most recent version of this Carbon Reduction Plan will remain publicly available on the company website.

A note on honesty in this plan.

Several figures in this document are benchmarked or modelled rather than measured, and each one is labelled as such at section 4 with a dated action to replace it. We have taken the conservative assumption in every case where the underlying data is not yet available, which means our reported footprint is more likely to be overstated than understated. Where we have found an error in a previous version, as we did with the electricity conversion factor at version 5.0, we correct it openly and record the restatement rather than quietly reissue the figure. We would rather present a figure a commissioner can interrogate than a lower one we cannot evidence.



9. Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with Procurement Policy Note 006, Taking account of Carbon Reduction Plans in the procurement of major government contracts, and the associated Technical Standard for the Completion of Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the Greenhouse Gas Protocol Corporate Standard, using the UK Government Greenhouse Gas Conversion Factors for Company Reporting (2026 edition), published by the Department for Energy Security and Net Zero. Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions has been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard.

This Carbon Reduction Plan has been reviewed and approved by the Director of Solace Prime Care Ltd, who is the senior person accountable for the organisation and holds the equivalent authority to a board of directors in a company of this size.

Approved by	Waqar Arshad
Role	Director and Nominated Individual, Solace Prime Care Ltd
Date of approval	22 September 2026
Date of publication	22 September 2026
Next review date	22 September 2027

Signature

Date

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