Carbon Reduction Plan for

Parker Smith Inclusion Limited

For the term 1st September 2025 – 31st August 2026

Publication Date: 09/10/2026

Next renewal due on – 01 September 2027

Department for Energy Security & Net Zero

Department for Environment Food & Rural Affairs

Prepared in collaboration with Neuven Consult
10/10/2026

Sources:

Department for Business, Energy & Industrial Strategy - GOV.UK (www.gov.uk)
climate-change.data.gov.uk
Government conversion factors for company reporting of greenhouse gas emissions - GOV.UK (www.gov.uk)
Corporate Standard | GHG Protocol
Corporate Value Chain (Scope 3) Standard | GHG Protocol

Organisation Name: Parker Smith Inclusion Limited

Company Number: 13184803 | ☎ Tel: 0203 011 4848 | ✉Email: hello@psinclusion.co.uk

🌐 Website: Parker Smith Inclusion - The Ethical SEND Recruiter - Parker Smith Inclusion

📍 Registered Address: Create Business Hub, 5 Rayleigh Road, Brentwood, CM13 1AB

1. About

Parker Smith Inclusion Limited is dedicated to delivering ethical recruitment services to the Special Educational Needs and Disabilities (SEND) sector while maintaining rigorous environmental management and operational excellence. In alignment with the UK Government's legal mandate under the Climate Change Act and public procurement guidelines set out in Procurement Policy Note PPN 006 (formerly PPN06/21), Parker Smith Inclusion Limited formally commits to achieving **Net Zero greenhouse gas (GHG) emissions across Scopes 1, 2, and 3 by 2050**.

This Carbon Reduction Plan (CRP) presents our verified baseline footprint (2024/2025) alongside our fully quantified inventory for the current reporting period (2025/2026). It details the operational context behind data variances, establishes Science Based Targets initiative (SBTi) aligned reduction trajectories, and outlines concrete decarbonisation initiatives to drive long-term environmental performance.

Our main sites of operation, which form the basis of this report, are located at our offices in **Shenfield**, supporting our nationwide coverage of the SEND education sector.

Parker Smith Inclusion acknowledges that its operations contribute to GHG emissions, primarily through energy consumption in our offices, business travel, employee commuting, and the activities of our supply chain. We are committed to taking responsibility for these emissions and implementing effective measures to mitigate our impact.

This plan demonstrates our dedication to environmental stewardship and our proactive approach to addressing climate change. By implementing the initiatives outlined in this CRP, Parker Smith Inclusion aims to minimise its carbon footprint, enhance its operational efficiency, and contribute to a more sustainable future for the education sector and beyond.

This plan will be reviewed and updated annually to reflect our progress, incorporate new data, and align with evolving best practices and regulatory requirements.

2. Commitment to Achieving Net Zero by 2050

Parker Smith Inclusion is committed to achieving **Net Zero emissions by 2050**, aligning with the UK government's Net Zero target and the global effort to limit warming to as outlined in the IPCC's AR6 report and the COP26 agreement. We recognise the urgent need to reduce greenhouse gas emissions and are taking action to minimise our environmental impact. As the **Ethical SEND Recruiter**, this commitment reflects our wider values of integrity and responsible operation. This Carbon Reduction Plan outlines our strategy and progress towards achieving this vital goal.

3. GHG Inventory Reporting

This Carbon Reduction Plan covers the following sites within Parker Smith Inclusion Limited's operational control:

Site	Estate Size (m^2)	% of Total Estate Size	Description	Tenure	Included in this Report
Create Business Hub 5 Rayleigh Road Hutton CM13 1AB	M^2	100%	Base Operations	All-inclusive Rental	Yes
Total Applicable Estate Size	M^2	100%			
Total Estate Size (including out of scope)	104	100%			
Number of Sites	1				

4. Baseline & Current Emissions Inventory Data

Baseline Period: 1st September 2024 – 31st August 2025

Current Reporting Period: 1st September 2025 – 31st August 2026

GHG Scope / Category Stream	Baseline Year (2024/2025) (tCO_2e)	Current Period (2025/2026) (tCO_2e)	Reporting Status	Data Source & Calculation Method
Scope 1: Direct Emissions (Fleet / Combustion)	**0.00**	**0.00**	Complete	No owned fleet or stationary fuel combustion equipment.
Scope 2: Purchased Electricity (Location-Based)	**2.57**	**8.44**	Complete	Shared estate tenancy. 2025/26 calculated using 20 FTE benchmark 47,676 kWh).
Scope 3 Category 1: Purchased Goods & Services	**0.12**	**1.06**	Complete	Baseline recorded water supply (0.012 tCO_2e); 2025/26 EEIO spend-based on £5,281.59 net spend.
Scope 3 Category 2: Capital Goods	**0.00**	**2.87**	Complete	2025/26 EEIO spend-based calculation on £10,637.07 asset procurement.
Scope 3 Category 3: Fuel & Energy Related / Water	**0.00**	**0.31**	Complete	2025/26 includes mains water supply (0.12 tCO_2e) & wastewater treatment 0.19 tCO_2e).
Scope 3 Category 4: Upstream Freight & Distribution	**0.00**	**0.00**	Evaluated	Non-material (0.00 tCO_2e) due to service-based SEND recruitment model.
Scope 3 Category 5: Waste Generated in Operations	**0.10**	**0.78**	Complete	2025/26 updated using 200kg/FTE benchmark across 20 HQ permanent staff 4.00 tonnes).

GHG Scope / Category Stream	Baseline Year (2024/2025) (tCO_2e)	Current Period (2025/2026) (tCO_2e)	Reporting Status	Data Source & Calculation Method
Scope 3 Category 6: Business Travel	**0.30**	**0.00**	Complete	Baseline recorded direct car travel (0.30 tCO_2e).
Scope 3 Category 7a: HQ Staff Commuting & Teleworking	**1.28**	**8.94**	Complete	Baseline (1.19 car + 0.09 WFH); 2025/26 includes 20 HQ staff commuting & WFH.
Scope 3 Category 7b: Placed Workforce Commuting	**0.00**	**129.87**	Complete	2025/26 captures 240 placed candidates via UK National Travel Survey benchmark model.
Scope 3 Category 9: Downstream Freight & Distribution	**0.00**	**0.00**	Evaluated	Non-material (0.00 tCO2e) due to service-based operational delivery.
Total Scope 3 Value Chain Emissions	**1.80**	**143.83**	Complete	Reflects data streamlining and complete placement workforce boundary integration.
Grand Total Quantified Emissions	**4.37**	**152.27**	**Final Total**	**Fully quantified 2025/2026 organizational carbon inventory.**

5. Operational Analysis: Data Streamlining vs Operational Growth

A comparison between the baseline year (4.37 tCO2e) and the current reporting period (152.27 tCO_2e) shows a numerical increase. This variance is **not** caused by operational expansion,

increased energy consumption, or reduced carbon efficiency. Instead, it represents a successful transition to comprehensive data coverage, accounting streamlining, and boundary extension:

5.1 Inclusion of Placed Candidate Workforce Commuting (Category 7b):

The primary driver of the variance (129.87 tCO2e), representing 85.3% of the total footprint) is the inclusion of commuting travel for 240 placed SEND candidate workers. These placed professionals were deployed during the baseline year, but their travel emissions were omitted due to lack of proxy models. Adopting UK National Travel Survey commuting proxies captured this value-chain source.

5.2 Resolution of Tenancy Data Gaps via FTE Intensity Modeling:

Because head office premises are occupied under an all-inclusive lease agreement, direct sub-metered electricity, water, and waste bills were unavailable during the baseline setup. For 2025/2026, Parker Smith Inclusion applied verified UK commercial FTE benchmarks ($200\ kg$ waste/FTE/year and per-capita utility intensity) across all 20 permanent HQ staff, eliminating historical data omissions.

5.3 EEIO Supply Chain Spend Accounting:

Categories 1 (Purchased Goods) and 2 (Capital Goods) were fully quantified by applying Environmentally Extended Input-Output (EEIO) conversion factors to financial ledger expenditures (£15,918.66 total spend adding $3.93\ tCO_2e$).

6 Detailed Current Emissions Schedules (2025/2026)

6.1 Schedule A: Scope 2 & Scope 3 Utilities

GHG Scope / Category	Emission Source / Activity	Calculation Basis / Method	Unit	Activity Volume	Conversion Factor	Factor Unit	Emissions ($kgCO_2e$)	Emissions (tCO_2e)
Scope 2: Electricity	Head Office	Location-Based (20	kWh	47,676.00	0.17700	$kgCO_2e$ /kWh	8,438.65	**8.44**

GHG Scope / Category	Emission Source / Activity	Calculation Basis / Method	Unit	Activity Volume	Conversion Factor	Factor Unit	Emissions ($kgCO_2e$)	Emissions (tCO_2e)
	Premises	HQ FTE estimate)						
Scope 3: Mains Water	Water Supply	Benchmark FTE Allocation	m^3	708.00	0.17088	$kgCO_2e/m^3$	120.98	**0.12**
Scope 3: Wastewater	Sewage Treatment	100% Return-to-Sewer Discharge	m^3	708.00	0.27200	$kgCO_2e/m^3$	192.58	**0.19**
Subtotal Utilities							**8,752.21**	**8.75**

6.2 Schedule B: Scope 3 Category 1 & Category 2 — Spend-Based Procurement

GHG Scope / Category	Emission Source / Activity	Calculation Basis / Method	Net Spend (£)	Conversion Factor	Factor Unit	Emissions ($kgCO_2e$)	Emissions (tCO_2e)
Scope 3 Category 1	Purchased Goods & Services	Financial Ledger (EEIO Spend-Based)	£5,281.59	0.20070	kgCO2e/£	1,060.00	**1.06**
Scope 3 Category 2	Capital Goods / Asset	Asset Ledger (EEIO Spend-	£10,637.07	0.26981	kgCO2e/£	2,870.00	**2.87**

GHG Scope / Category	Emission Source / Activity	Calculation Basis / Method	Net Spend (£)	Conversion Factor	Factor Unit	Emissions ($kgCO_2e$)	Emissions (tCO_2e)
	Procurement	Based)					
Subtotal Spend			**£15,918.66**	—	—	**3,930.00**	**3.93**

6.3 Schedule C: Scope 3 Category 5 — Waste Generated in Operations

GHG Scope / Category	Emission Source / Activity	Calculation Basis / Method	Volume (Tonnes)	Conversion Factor	Factor Unit	Emissions (kgCO2e)	Emissions (tCO_2e)
Scope 3 Category 5	Commercial Waste (Landfill / EfW)	20 FTE @ 200kg/FTE (40% residual)	1.60	458.70000	$kgCO_2e$/tonne	733.92	**0.73**
Scope 3 Category 5	Mixed Paper, Plastic & Card (Recycled)	20 FTE @ 200kg/FTE (60% recycled)	2.40	21.28000	$kgCO_2e$/tonne	51.07	**0.05**
Subtotal Waste			**4.00**	—	—	**784.99**	**0.78**

5 Schedule D: Scope 3 Category 7 — Employee Commuting & Teleworking

Category Stream	Activity / Transport Mode	Headcount / Share	Volume	Factor	Unit	Source	Emissions (tCO_2e)

Category Stream	Activity / Transport Mode	Headcount / Share	Volume	Factor	Unit	Source	Emissions (tCO_2e)
7a. Permanent HQ Staff	Average Car Travel	—	10,000.00	0.27848	$kgCO_2e$/mile	2026 DESNZ	2.78
	Local Bus Journey	—	30.00	0.16713	$kgCO_2e$/mile	2026 DESNZ	0.01
	National Rail Journey	—	20,000.00	0.05707	$kgCO_2e$/mile	2026 DESNZ	1.14
	Teleworking / WFH	—	15,000.00	0.33378	$kgCO_2e$/hr	2026 DESNZ	5.01
Subtotal 7a (HQ Staff)		**20**	—	—	—	—	**8.94**
7b. Placement Workforce	Average Car	142 (59%)	736,156.40	0.16152	$kgCO_2e$/p-km	2026 DESNZ	118.90
	National Rail	26 (11%)	134,789.20	0.03092	$kgCO_2e$/p-km	2026 DESNZ	4.17
	Local Bus	10 (4%)	51,842.00	0.10151	$kgCO_2e$/p-km	2026 DESNZ	5.26
	Taxi	2 (1%)	10,368.40	0.14861	$kgCO_2e$/p-km	2026 DESNZ	1.54
	Walk /	60 (25%)	0.00	0.00000	$kgCO_2e$/p-km	2026	0.00

Category Stream	Activity / Transport Mode	Headcount / Share	Volume	Factor	Unit	Source	Emissions (tCO_2e)
	Cycle / Other					DESNZ	
Subtotal 7b (Placement)		**240**	**933,156.00**	—	—	—	**129.87**
Subtotal Category 7		**260**	—	—	—	—	**138.81**

7. Intensity Metrics & Normalised KPIs

To comply with PPN 006 (formerly PPN06/21) tracking guidance and provide normalized metrics, emissions are evaluated against core business activity drivers:

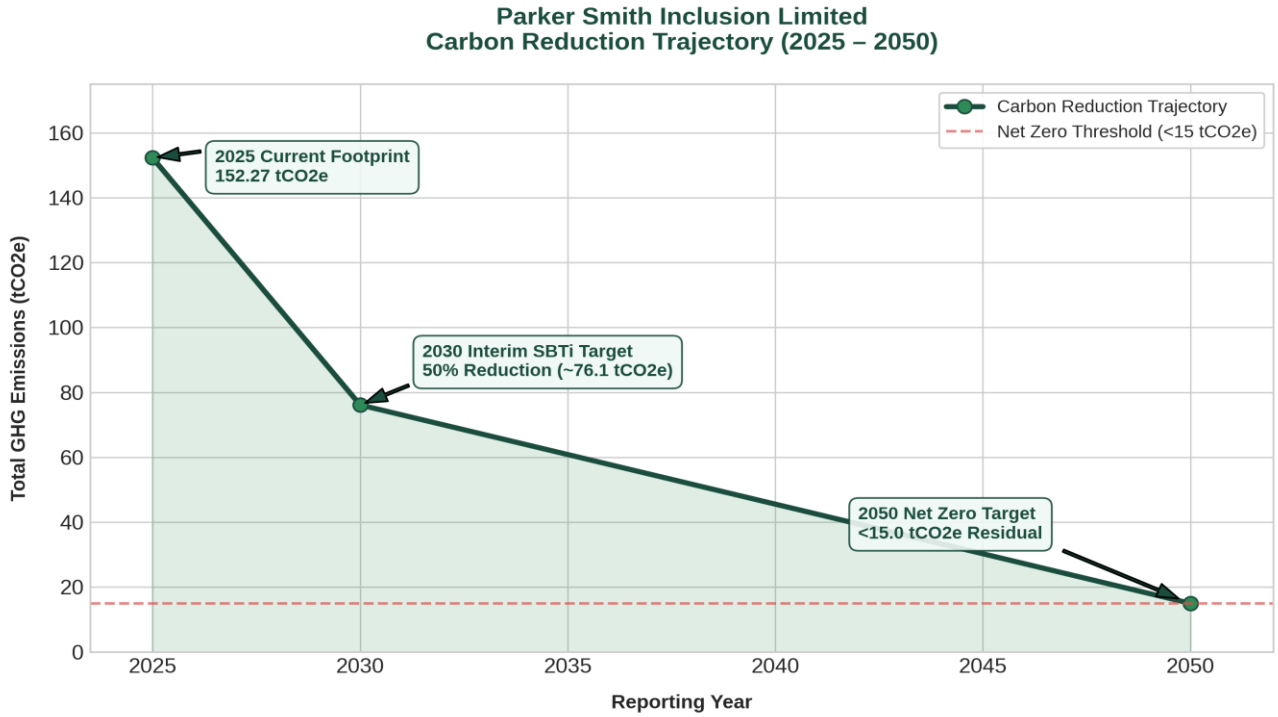
Intensity Metric / Normaliser	Normaliser Volume / Basis	Scope 1 & 2 Emissions (tCO_2e)	Scope 1 & 2 Intensity	Total Scope 1, 2 & 3 Emissions (tCO_2e)	Total Operational Intensity	Unit Standard
HQ Permanent Staff (FTE)	20 Permanent HQ Staff	8.44	**0.422**	152.27	**7.614**	tCO_2e / HQ FTE / Year
Total Operational Workforce	260 Active Personnel (20 HQ + 240 Placed)	8.44	**0.032**	152.27	**0.586**	tCO_2e / Total Worker / Year
Placed Candidate	240 Placed	—	—	129.87	**0.541**	tCO_2e/ Placed

Intensity Metric / Normaliser	Normaliser Volume / Basis	Scope 1 & 2 Emissions (tCO_2e)	Scope 1 & 2 Intensity	Total Scope 1, 2 & 3 Emissions (tCO_2e)	Total Operational Intensity	Unit Standard
Volume	Candidates			*(Cat 7b)*		Candidate / Year
Core HQ Direct Footprint *(Excl. Placed Commuting)*	20 Permanent HQ Staff	8.44	**0.422**	22.40 *(HQ Boundary)*	**1.120**	tCO_2e/ HQ FTE / Year *(HQ Operational)*

7 Science Based Targets & Reduction Commitments

Parker Smith Inclusion Limited aligns its carbon reduction trajectory with the Science Based Targets initiative (SBTi) Corporate Net-Zero Standard, ensuring absolute emissions reductions in line with a $1.5^{\circ}C$ climate scenario:

- **Near-Term Target (2030):** Commit to reducing absolute Scope 1 and Scope 2 operational GHG emissions by **50% by 2030** from the 2024/2025 base year. Parker Smith Inclusion Limited also commits to reducing Scope 3 GHG emissions per FTE worker across all material categories by **52% by 2030**.
- **Long-Term Net Zero Target (2050):** Commit to reaching Net Zero GHG emissions across the entire value chain (Scopes 1, 2, and 3) by **2050**, achieving an absolute reduction of at least **90%** across all scopes relative to the baseline year, neutralizing residual emissions through accredited carbon removal solutions.



8 Carbon Reduction Initiatives & Implementation Strategy

8.1. Energy Efficiency & Estate Management (Scopes 2 & 3 Cat 3)

- **Landlord Engagement:** Work with estate managers at Create Business Hub (Brentwood) and New Street (London) to request sub-metering data and advocate for 100% certified renewable electricity tariffs across shared estate facilities.
- **Office Equipment Policies:** Mandate Energy Star rated IT equipment, automated power-down profiles, and LED lighting retrofits across leased administrative units.

8.2. Sustainable Travel & Placement Workforce Engagement (Scope 3 Cat 7)

- **Public Transit Promotion:** Establish a Green Commute Policy for permanent and placed SEND candidates, promoting public transit, carpooling apps, and Cycle-to-Work schemes.
- **Active Travel Support:** Provide local transit map guides during candidate onboarding to encourage low-carbon travel to school placements.

8.3. Sustainable Procurement & Supply Chain (Scope 3 Cats 1 & 2)

- **Supplier Engagement:** Incorporate environmental criteria into procurement decisions, prioritising IT hardware suppliers and service vendors with committed Net Zero targets.
- **EEIO Spend Optimization:** Transition key supply chains from spend-based proxy accounting to supplier-specific primary carbon data reporting.

9 Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard[1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting[2].

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard[3].

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

***Signed on behalf of Parker Inclusion LIMITED*:**

This Carbon Reduction Plan has been reviewed and signed off by the board of directors



Date: 20/10/2026

Name: Darragh Ryan

Position: Managing Director

[1] https://ghgprotocol.org/corporate-standard
[2] https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting
[3] https://ghgprotocol.org/standards/scope-3-standard