



Cabinet Office

CARBON REDUCTION PLAN GUIDANCE

Notes for Completion

Where an In-Scope Organisation has determined that the measure applies to the procurement, suppliers wishing to bid for that contract are required at the selection stage to submit a Carbon Reduction Plan which details their organisational carbon footprint and confirms their commitment to achieving Net Zero by 2050.

Carbon Reduction Plans are to be completed by the bidding supplier¹ and must meet the reporting requirements set out in supporting guidance and include the supplier's current carbon footprint and its commitment to reducing emissions to achieve Net Zero emissions by 2050.

The CRP should be specific to the bidding entity, or, provided certain criteria are met, may cover the bidding entity and its parent organisation. To ensure the CRP remains relevant, a Carbon Reduction Plan covering the bidding entity and its parent organisation is only permissible where the detailed requirements of the CRP are met in full, as set out in the Technical Standard² and Guidance³, and all of the following criteria are met:

The bidding entity is wholly owned by the parent.

The commitment to achieving net zero by 2050 for UK operations is set out in the CRP for the parent and is supported and adopted by the bidding entity, demonstrated by the inclusion in the CRP of a statement that this will apply to the bidding entity.

The environmental measures set out are stated to be able to be applied by the bidding entity when performing the relevant contract; and

The CRP is published on the bidding entity's website.

Bidding entities must take steps to ensure they have their own CRP as soon as reasonably practicable and should note that the ability to rely on a parent organisation's Carbon Reduction Plan may only be a temporary measure under this selection criterion.

The Carbon Reduction Plan should be updated regularly (at least annually) and published and clearly signposted on the supplier's UK website. It should be approved by a director (or equivalent senior leadership) within the supplier's organisation to demonstrate a clear commitment to emissions reduction at the highest level. Suppliers may wish to adopt the key objectives of the Carbon Reduction Plan within their strategic plans.

A template for the Carbon Reduction Plan is set out below. Please complete and publish your Carbon Reduction Plan in accordance with the reporting standard published alongside this PPN.

¹Bidding supplier or 'bidding entity' means the organisation with whom the contracting authority will enter into a contract if it is successful.

²Technical Standard can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991625/PPN_0621_Technical_standard_for_the_Completion_of_Carbon_Reduction_Plans__2_.pdf

³Guidance can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21__Selection_Criteria__3_.pdf

Carbon Reduction Plan 2025

Supplier name: Sirius Analysis Ltd

Publication date: Jan 2026

Commitment to achieving Net Zero

Sirius Analysis is committed to the government's target of achieving net zero emissions by 2050 and contributing to the Paris Agreement 2016 climate accords to reduce global warming by 1.5 degrees by 2030, through reducing our Greenhouse Gases.

Baseline Emissions Footprint

Baseline emissions are a record of the Green House Gases (GHG) that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Year: 2021/2022

Additional Details relating to the Baseline Emissions calculations.

The first baseline assessment provided was for our emissions footprint in 2021/ 2022 and subsequently 2022 / 2023. Over the last year Sirius as a company has grown substantially in personnel, raising from 26 to 65 people as of April 2024, to which this CRP reporting refers.

Our carbon footprint calculations have been generated in line with the Greenhouse Gas Protocol's Corporate Accounting and Reporting Standard 2025, with GHG's aligning with those featured in the Kyoto Protocol. The GHG emissions, reductions of greenhouse gas emissions and removals of greenhouse gas from the atmosphere have been calculated in tonnes of carbon dioxide equivalent (CO₂e) using the appropriate conversion factors published by BEIS (Department of Business, Energy and Industrial Strategy).

Our carbon footprint accounts for emissions within our operational boundary using Operation Control methodology.

Scope 1 calculations

None to report as no gas supply, all electricity

Scope 2 calculations

Our calculations are based on our electricity consumption.

Scope 3 calculations

Are all indirect emissions that occur in a company's value chain as outlined in the tables below

Baseline year emissions: 2021/2022													
EMISSIONS	TOTAL (tCO ₂ e)												
Scope 1	0												
Scope 2	0.75												
Scope 3 (Included Sources)	<p>Total scope 3 emissions 11.088 tonnes of CO₂e</p> <table border="1"> <thead> <tr> <th>Categories</th> <th>Calculations (CO₂e)</th> </tr> </thead> <tbody> <tr> <td>1. Purchased goods and services</td> <td>0.022</td> </tr> <tr> <td>2. Upstream transport and distribution</td> <td>0.001</td> </tr> <tr> <td>3. Waste generated in company operations (if you do not own or control the waste management facilities)</td> <td>0.256</td> </tr> <tr> <td>4. Business travel</td> <td>2.933</td> </tr> <tr> <td>5. Employee commuting</td> <td>7.899</td> </tr> </tbody> </table>	Categories	Calculations (CO ₂ e)	1. Purchased goods and services	0.022	2. Upstream transport and distribution	0.001	3. Waste generated in company operations (if you do not own or control the waste management facilities)	0.256	4. Business travel	2.933	5. Employee commuting	7.899
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Total Emissions	11.163												

Current Emissions Reporting

In 2024, Sirius invested in an Information Management System that has allowed us to provide more rigour in our data collection. The main difference is that we have been able to move to calculating emissions more robustly. This identified previous overestimates and averages for Scope 3 data and moved this to calculations based on more firm real time data. Also, previous Scope 2 was partial as full usage records were not available, however this has now been rectified and Scope 2 for electricity usage is now fully represented. We have applied the new GHG guidance for 2025 in our calculations.

Since 2021, the company has grown substantially in headcount year on year (from 26 people in 2023 to 120 people in 2025 (150% increase in staff since Apr 2023)). As a rapidly growing company this has led to an increase in total emissions, which has seen total emissions double. However, due to the carbon reduction initiatives in place and more accurate reporting the rate of increase in emissions is less than overall percentage growth. There continues to be an active recruitment strategy in place for Sirius over the next 3 years, with a target of 250 people. So, initiatives implemented are those that also present opportunity to offset impact of company growth where possible.

Reporting Year: 2025													
EMISSIONS	TOTAL (tCO ₂ e)												
Scope 1	0 – N/A												
Scope 2	0.88												
Scope 3 (Included Sources)	<p>Total scope 3 emissions are 22.49 tonnes of CO₂e</p> <table border="1"> <thead> <tr> <th>Categories</th> <th>Calculations (CO₂e)</th> </tr> </thead> <tbody> <tr> <td>1. Purchased goods and services</td> <td>0.07</td> </tr> <tr> <td>2. Upstream transport and distribution</td> <td>0.00</td> </tr> <tr> <td>3. Waste generated in company operations (if you do not own or control the waste management facilities)</td> <td>0.26</td> </tr> <tr> <td>4. Business travel</td> <td>9.02</td> </tr> <tr> <td>5. Employee commuting</td> <td>13.14</td> </tr> </tbody> </table>	Categories	Calculations (CO ₂ e)	1. Purchased goods and services	0.07	2. Upstream transport and distribution	0.00	3. Waste generated in company operations (if you do not own or control the waste management facilities)	0.26	4. Business travel	9.02	5. Employee commuting	13.14
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Total Emissions	23.37 tonnes of CO₂e												

Emissions reduction targets

Our company plan projects an increase in workforce size to 120 people by Apr 2025, which will inevitably increase carbon emissions outputs in Scope 3 areas. However, we have continued to strive for emission reductions through the way we purchase goods and services, reducing waste in our operations, reducing unnecessary business travel and employee commuting by promoting more hybrid working. This includes schemes such as our E-bike pool, electric car utilisation, purchasing sustainable supplies and waste reduction and recycling initiatives. The results of which are that the expected CO₂e emissions increases, proportionately, are lower than would be expected.

As a result of exponential staff growth against carbon reduction activities, we have revised our original estimate for the level of annual carbon emissions reduction, which from our original baseline assessment in 2021 to 2026, we indicated a reduction of 7.7% to 12.2 tCO₂e by 2026. As 2025 total emissions have been estimated at 23.37 tonnes of CO₂e, and we are expecting our workforce to increase to 250 people by Apr 2028, we therefore anticipate an increase in our emissions. However, to offset this increase we will continue to drive through impact in specific areas across scope 2 and 3 to counter the impact as a rate of growth. We have revised our target out to Apr 2030, whereby we will aim for a 3% reduction from 2028 proportionate to the growth of the company, but recognising because of planned growth this will increase by

approximately 3% over the next 2 years. However given the carbon reduction initiatives in place and planned, we will aim for proportionate reductions on an average individual basis. This is with a view to growth stabilising in 2028.

Although the company has experienced exponential growth our continued commitment to reducing carbon emissions has produced positive results. In view of more robust reporting we have analysed the average emissions per individual. On analysing the increased total emissions outputs, our analysis of our average emissions per-person is 0.19 tCO₂e. This is due to increased uptake of cycle to work initiatives, increased electric car use, waste reduction and recycling and increased hybrid working volumes reducing travel to work related emissions.

Progress against these targets can be seen in the graph below:

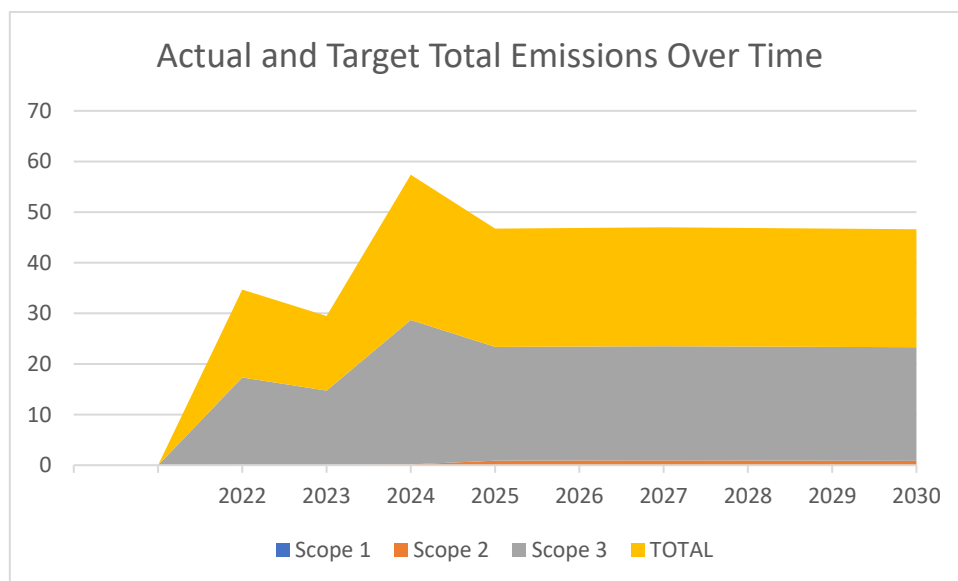


Figure 1: Actual and target Emissions

Carbon Reduction Projects

As a business in our fourth year of operation, we are continuing to embed and deliver initiatives that support the reduction in our carbon footprint. The initiatives we have set up to date have been an e-bike scheme, increased purchase of sustainable goods eg. office furniture, stationary and promoting awareness amongst staff to engage in environmentally friendly practices. Through our flexible working offer we are also now able to encourage more hybrid working as a way of actively reducing emissions caused by home to work travel. We have also been actively promoting virtual meeting spaces where possible for business meetings and encourage active car sharing and group transport offers for companywide meetings rather than individual travel.

Bicycle Incentivisation Scheme

Sirius continues to promote its 2 initiatives to encourage its employees to take active travel, a cycle-to-work policy and centrally owned E-bikes available for loan. In 2025 Sirius had 8 people signed up to the scheme

Implementation of the bicycle incentivisation to offset carbon emissions generated through commuting to the workplace from home. This is estimated it could save up to 0.204 tonnes of CO₂e per year, giving a reduction of 1.021 tonnes of CO₂e over the next 5 years. This initiative would reduce our annual commuting emissions by 1.6%.

In 2025

Electric Car Scheme

By the end of 2025 we have 9 people who have signed up to the electric car scheme. According to the GHG 2025 standard, electric cars can potentially reduce emissions by 0.06 kgCO₂e per mile. Therefore we will look to maximise and encourage uptake of this scheme.

Behavioural change

We have continued to develop mechanisms to support behavioural change through enhancing our environmental policy and procedures, application of waste recycling facilities within the office environment, promoting energy efficiency and implementing a standing item on carbon reduction as part of team meetings. We have identified a 'sustainable development' lead to engage the company in more net zero related contracts. Over the last year for example we have engaged staff and supply chains in establishing more sustainable business practices, implemented composting of waste food into our office and established a training platform incorporating sustainable development learning.

Reduction of Carbon Emissions in our Value Chain

We continue to actively look at reducing our carbon emissions in our value chain by utilising more fully, the levers for carbon reduction in our value chain. We are now applying more robust Science Based Targets (SBT) in line with good practice guidance '*Value Change in the Value Chain: Value Change in the Value Chain: Best Practices in Scope 3 GHG Management*'. We are now actively establishing ways to embedding SBT to support more sustainable:

- Business modelling
- Supplier engagement
- Procurement policy and choices developments
- Customer engagement
- Operational policy development

Reduction in Business Travel

To reduce carbon emissions associated with business travel we continue to support the following activities by encouraging staff to:

- Utilise digital technology to conduct business meetings where possible and appropriate or practical to do so.
- Utilise lower carbon transport alternatives where face to face business meetings are required.

Digital Technology

We have increased the use of digital technologies and virtual meeting spaces and encouraged continued use across our customers and supply chains.

Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 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 standard⁴ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting⁵.

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) Standard⁶.

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

Signed on behalf of the Supplier:

..... *JS Llewellyn*

Date: ...29/1/2026.....

Jo Llewellyn...(Director)

⁴<https://ghgprotocol.org/corporate-standard>

⁵<https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

⁶<https://ghgprotocol.org/standards/scope-3-standard>