



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 supplier entity 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 Carbon Reduction Plan should be:-

- updated regularly (at least annually)
- published and clearly signposted on the supplier's UK website.
- 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.

[Procurement Policy Note 06/21: Taking account of Carbon Reduction Plans in the procurement of major government contracts - GOV.UK \(www.gov.uk\)](#)

Carbon Reduction Plan Template

Supplier name: BIGBYTE DIGITAL LIMITED T/A sprintworks

Publication date: 8 Jun 2026

Commitment to achieving Net Zero

BigByte Digital Ltd. is committed to achieving Net Zero emissions by 2050.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases 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: 2026	
Additional Details relating to the Baseline Emissions calculations.	
<i>This is our first year of reporting our emissions</i>	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO₂e)
Scope 1	3.7
Scope 2	0.9
Scope 3 (Included Sources)	4.6
Total Emissions	9.2

Current Emissions Reporting

Reporting Year: 2026

EMISSIONS	TOTAL (tCO₂e)
Scope 1	3.7
Scope 2	0.9
Scope 3 (Included Sources)	4.6
Total Emissions	9.2

Emissions reduction targets

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next five years to 7 tCO₂e by 2030. This is a reduction of 24%

Carbon Reduction Projects

Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2026 baseline:

Completed Initiatives

As this is our first year of reporting (baseline year 2026), no formal reduction initiatives have been completed against the baseline to date. The measures below are planned or in progress and will be tracked in subsequent annual updates.

The carbon emission reduction achieved by these schemes equate to 0 tCO₂e, a 0%ge reduction against the 2026 baseline and the measures will be in effect when performing the contract

In the future we hope to implement further measures such as:

BigByte Digital Limited is committed to implementing the following measures over the next five years to achieve our 2030 reduction target:

- Transition to renewable energy sources for all office and data centre energy consumption, including procuring renewable energy tariffs and exploring on-site generation.

- ❑ Optimise IT infrastructure efficiency by consolidating servers, migrating to energy-efficient cloud services, and decommissioning legacy hardware.
- ❑ Establish and enforce a sustainable procurement policy, prioritising suppliers with verified carbon reduction plans and environmental certifications.
- ❑ Promote and embed remote and hybrid working practices to reduce commuting-related Scope 3 emissions.
- ❑ Implement a rigorous annual emissions measurement and monitoring process aligned with the GHG Protocol, to track progress against targets.
- ❑ Transition company fleet and business travel to low-carbon alternatives, including electric vehicles and rail where feasible.
- ❑ Investigate credible carbon offset schemes to address residual emissions, as a complement to direct reduction efforts.

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 standard¹ and uses the appropriate Government emission conversion factors for greenhouse gas company reporting².

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) Standard³.

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:

Sam Crowe

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Date: 8 Jun 2026

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>