

Carbon Reduction Plan

Our commitment to achieving Net Zero

CDS is committed to achieving net zero greenhouse gas emissions by 2050.

As a technology consultancy, we recognise our responsibility to understand and reduce the environmental impact of our operations, the technology we use and the services we deliver.

Our business operates predominantly through digital technologies, with a flexible and hybrid working model and office facilities managed by third-party providers. While this means that many of our emissions arise through our supply chain and activities outside our direct control, we remain committed to identifying practical opportunities to reduce our environmental impact.

Our approach is guided by two considerations: meeting the environmental obligations associated with the clients and procurement frameworks we work with, and acting as a responsible business by making meaningful, proportionate improvements wherever we can.

We will focus on actions that are relevant to our operating model, measurable where practicable and capable of being integrated into our everyday business activities. We will review our progress regularly and continue to improve the accuracy and completeness of our emissions reporting.

Baseline Emissions & Current Emissions Reporting

Baseline Emissions Reporting

Baseline emissions represent the greenhouse gas emissions associated with our activities during a defined reporting period and provide the reference point against which future emissions and progress towards our reduction targets can be measured.

CDS has been measuring and reporting its carbon emissions since 2021. However, 2023 has been established as our baseline year, as this was the first year in which reporting included Scope 1, Scope 2 and the relevant subset of Scope 3 emissions required for our Carbon Reduction Plan.

Following the separation of CDS from CDS Print Services in April 2025, our emissions reporting has been reviewed to reflect the activities and operating model of CDS as a standalone business.

The 2023 baseline has therefore been retrospectively apportioned using the historical information available, recognising that some suppliers and operational activities were previously shared across the businesses.

While we consider this to provide a reasonable representation of our historical emissions, some estimates have necessarily been applied. As a result, comparisons between the 2023 baseline and subsequent reporting periods should be considered in the context of these changes.

Baseline Year: 2023

Baseline year [2023]: ¹	
Emissions	Total (tCO ₂ e)
Scope 1	3.01
Scope 2 (market-based)	12.04
Scope 3 ²	
Category 1: Purchased goods and services	1133
Category 2: Capital goods	Not applicable
Category 3: Fuel and energy related activities	9.91
Category 4: Upstream transportation and Distribution	Excluded
Category 5: Waste generated in operations	0.29
Category 6: Business travel	17.34
Category 7: Employee commuting	91.15
Category 8: Upstream leased assets	Not applicable
Category 9: Downstream transportation and distribution	Not applicable
Category 10: Processing of sold products	Not applicable
Category 11: Use of sold products	excluded
Category 12: End of life treatment of sold products	Not applicable
Category 13: Downstream leased assets	Not applicable
Category 14: Franchises	Not applicable
Category 15: Investments	Not applicable
Total emissions	1267

Current Emissions Reporting

Our current emissions reporting reflects the greenhouse gas emissions associated with CDS during the 2025 calendar year.

This represents the first reporting period following the separation of CDS from CDS Print Services, with more clearly defined organisational reporting boundaries and improved visibility of our supply chain and operational activities.

The 2025 emissions figures provide a more representative picture of our current operating model and will support our ongoing assessment of environmental performance and opportunities for improvement.

Reporting Year: 2025

Reporting year 2025: ³	
Emissions	Total (tCO ₂ e)
Scope 1	0
Scope 2 (market-based)	0
Scope 3 ⁴	
Category 1: Purchased goods and services	694.14
Category 2: Capital goods	Not Applicable
Category 3: Fuel and energy related activities	7.73
Category 4: Upstream transportation and Distribution	152.82
Category 5: Waste generated in operations	0
Category 6: Business travel	13.17
Category 7: Employee commuting	54.06
Category 8: Upstream leased assets	Not applicable
Category 9: Downstream transportation and distribution	Not applicable
Category 10: Processing of sold products	Not applicable
Category 11: Use of sold products	3.96
Category 12: End of life treatment of sold products	Not Applicable
Category 13: Downstream leased assets	not applicable
Category 14: Franchises	not applicable
Category 15: Investments	not applicable
Total emissions	925.88

We recognise that the accuracy and completeness of emissions reporting will continue to develop as the quality of available data improves. We will review our reporting methodology periodically to ensure that it remains appropriate to our activities and provides a meaningful basis for measuring progress towards our carbon reduction commitments.

Emissions Reduction Targets

CDS is committed to achieving net zero greenhouse gas emissions by 2050, with an interim target to reduce our reported emissions by 50% against our 2023 baseline by 2030.

Our baseline emissions in 2023 were 1,267 tonnes of carbon dioxide equivalent (tCO₂e), compared with 925.88 tCO₂e reported in 2025. Our target is to reduce annual emissions to approximately 633 tCO₂e by 2030.

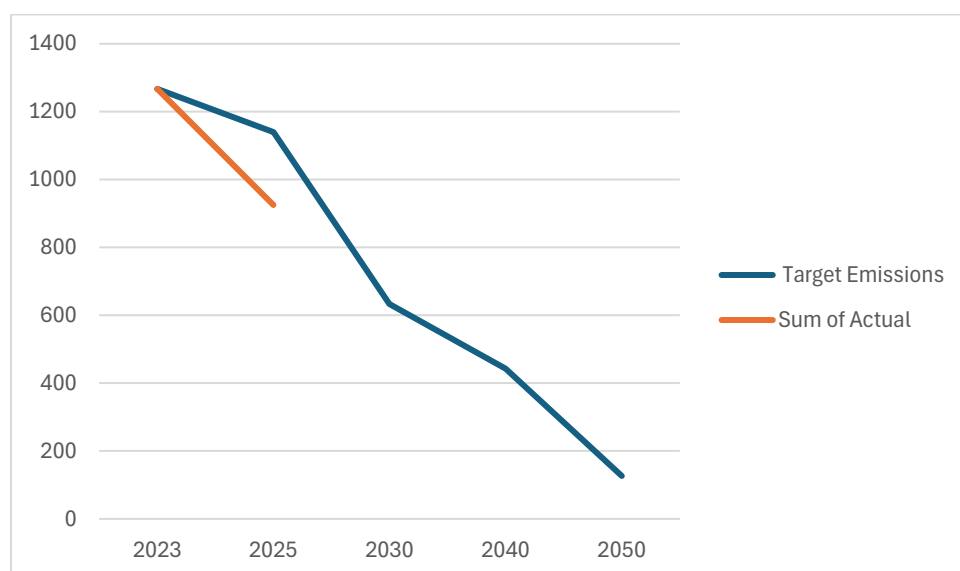
We recognise that achieving this target will require continued improvements in how we operate, purchase and use technology, engage with suppliers and manage our environmental responsibilities.

As a technology consultancy, a significant proportion of our emissions arise through our supply chain and other activities outside our direct control. Our approach will therefore focus on areas where we can make meaningful improvements, alongside working with suppliers and other partners to understand and influence their environmental performance where practicable.

We will review our progress annually, taking account of changes to our business, the quality of available emissions data and the effectiveness of our carbon reduction initiatives.

Our 2030 target represents an ambition against which we will measure our progress, supported by practical initiatives and a commitment to improving the accuracy and transparency of our environmental reporting.

CDS Carbon Emissions: Actual Performance and Reduction Targets (2023–2050)



Carbon Reduction Projects

Completed Carbon Reduction Initiatives

Since establishing our 2023 emissions baseline, CDS has undertaken a number of measures to reduce our environmental impact and improve our understanding of the emissions associated with our activities.

Our reported emissions have decreased from 1,267 tCO₂e in 2023 to 925.88 tCO₂e in 2025, representing a reduction of approximately 26.9%.

While this is encouraging, we recognise that changes to our organisational structure, operating model and emissions reporting methodology have influenced these figures. We therefore do not attribute the entire reduction directly to individual environmental initiatives.

The following measures have been implemented or form part of our established operating practices:

1. Reduced office footprint

Following the separation of CDS from CDS Print Services in 2025, we moved to a smaller, managed office environment, reducing our direct responsibility for facilities and associated energy infrastructure.

Our current operating model allows us to make more efficient use of office space while supporting flexible and collaborative working.

2. Improved emissions measurement and reporting

We have expanded and refined our emissions reporting to provide greater visibility of our environmental impact, including relevant Scope 3 emissions.

The separation of the businesses has enabled more accurate identification of suppliers, expenditure and operational activities attributable to CDS, providing a stronger foundation for future reporting and improvement.

3. Flexible and hybrid working

CDS operates a flexible and hybrid working model, encouraging colleagues to spend time together in the office where there is a clear purpose and benefit to doing so.

This approach supports collaboration and employee wellbeing whilst helping to avoid unnecessary commuting and associated travel emissions.

4. Technology-first communication and client engagement

As a technology consultancy, digital communication and collaboration are fundamental to how we operate.

The majority of our internal meetings, client engagements and day-to-day collaboration take place through digital platforms, with physical travel generally undertaken where there is a genuine business requirement or clear benefit to meeting in person.

This approach helps minimise unnecessary business travel while maintaining strong relationships with our clients and partners.

5. Supporting environmental conservation initiatives

We have also taken steps to recognise the environmental impact of specific business activities.

For example, following visits to customers in the Republic of Ireland and Scotland, we calculated the estimated carbon emissions associated with our travel, doubled the calculated value and made corresponding financial contributions to local charities supporting woodland conservation and environmental preservation in those regions.

While these contributions do not directly reduce our reported greenhouse gas emissions, they demonstrate our willingness to take responsibility for the wider environmental impact of our activities and support positive environmental initiatives.

Future Initiatives

CDS recognises that achieving our carbon reduction ambitions will require continued improvements in how we operate, engage with suppliers and deliver technology services to our clients.

As a technology consultancy, a significant proportion of our environmental impact arises through activities and services outside our direct control. Our approach will therefore focus on practical opportunities to reduce emissions where we have direct influence, alongside working with our partners and suppliers to encourage responsible environmental practices.

We have identified the following priorities to support our carbon reduction commitments over the coming years.

1. Responsible procurement and supplier engagement

We will continue to develop our understanding of the environmental performance of our key suppliers, particularly those contributing most significantly to our reported emissions.

This will include reviewing publicly available environmental commitments and carbon reduction plans, considering sustainability as part of relevant procurement decisions and exploring opportunities for improvement where we have a direct supplier relationship.

Our approach will be proportionate to the nature and scale of our business and will prioritise suppliers and activities where meaningful improvements can be achieved.

2. Working with our managed office provider

As CDS operates from managed office accommodation, we recognise that many aspects of building energy consumption, waste management and environmental performance are managed by our office provider.

We will engage with Clockwise to better understand its environmental commitments and carbon reduction initiatives, identifying opportunities for CDS to support and participate in these activities.

Where appropriate, we will incorporate relevant information from our office provider into future environmental reporting.

3. Responsible use and lifecycle management of technology

We will review how we purchase, maintain and replace technology equipment across the business, with a focus on extending useful equipment lifecycles where appropriate.

This will include considering opportunities for repair, reuse, refurbishment and responsible recycling, alongside ensuring that equipment continues to meet our operational, performance and information security requirements.

Our aim is to reduce unnecessary replacement and waste while maintaining the technology standards required to support our people and clients.

4. Environmental considerations in technology delivery

As a technology consultancy, we recognise that our environmental contribution can extend beyond our own operations to the solutions and services we deliver for clients. We will explore opportunities to incorporate environmental considerations into relevant technical design, architecture and service delivery decisions.

This may include efficient cloud infrastructure, optimisation of computing resources, reduction of unnecessary processing and responsible adoption of emerging technologies, including artificial intelligence.

We will work to establish practical guidance and identify opportunities to demonstrate measurable environmental benefits where appropriate, recognising that any claims relating to emissions reductions must be supported by suitable evidence.

5. Responsible business travel

We will continue to prioritise digital communication and collaboration, undertaking business travel where there is a clear operational or client requirement.

Where travel is necessary, we will consider opportunities to minimise its environmental impact through appropriate travel planning and transport choices.

We will also explore opportunities to support environmental conservation initiatives associated with our business activities, recognising that charitable contributions and environmental projects are separate from the direct reduction of our greenhouse gas emissions.

6. Employee awareness and engagement

We recognise that our people have an important role in supporting our environmental commitments.

We will build awareness of our environmental responsibilities through existing internal communications and engagement activities, encouraging colleagues to consider how their everyday decisions and working practices can contribute to reducing our environmental impact.

Rather than introducing unnecessary additional processes, we will seek to make environmental responsibility a natural part of how CDS operates, with opportunities for employees to contribute ideas and support practical improvements.

Monitoring and reviewing our progress

We will review these priorities periodically as part of our existing management and governance arrangements, identifying appropriate measures of progress and refining our approach as our business and environmental reporting capabilities develop.

Our focus will remain on meaningful, proportionate action, supported by clear accountability and evidence of progress, rather than commitments that cannot be realistically delivered or demonstrated.

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](#) and uses the appropriate [government emission conversion factors](#) for greenhouse gas company reporting.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements (where required), 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](#).

This Carbon Reduction Plan has been reviewed by the Senior Leadership Team at CDS, approved through our established management governance arrangements and signed off by the Managing Director.

Approved and signed off on behalf of Corporate Document Services Limited



Alex Coates
Managing Director

Date of approval: 26th October 2026

Document / plan ownership

Owner: Alex Coates, Managing Director

Review Frequency: Annually, or sooner where legislation, guidance, identified risks or business requirements change.