Dear Shareholder

NOTICE OF ANNUAL GENERAL MEETING

I am pleased to inform you that our 2018 Annual General Meeting (“AGM”) is to be held at 8th Floor, City Place, 55 Basinghall Street, London, EC2V 5DX on Thursday 26 April 2018 at 11:30am. The formal notice of the AGM, particulars of the resolutions on which you can vote and details of the administrative arrangements are set out in this circular.

If you are not able to come to the AGM in person, your vote is still important and I would urge you to complete, sign and return the accompanying proxy form to be received by 11:30am on Tuesday 24 April 2018. Submission of a proxy appointment will not prevent you from attending and voting at the AGM in person should you wish to do so.

Your Directors believe that the proposed resolutions are in the best interests of the Company and its shareholders as a whole and unanimously recommend you to vote in favour of all the resolutions set out in the attached notice, as they intend to do in respect of their own shareholdings.

We now offer shareholders the opportunity to register to receive communications by email and via our website. The Board are keen to encourage the use of these services and after this year, plan to no longer send out printed copies of our Annual Report. You can find further information on this in the document entitled ‘Important information - a review of your shareholder communications preference’, enclosed with this circular. To further reduce the environmental impact, we will be removing paper from the voting process for future meetings in favour of a quicker and more secure method of voting online via our registrars’ website. You can however request a paper proxy if you wish from our registrars at the appropriate time.

Yours sincerely

CLAY BRENDISH
Chairman
This document lists the resolutions to be voted on at the Company’s AGM to be held on 26 April 2018 at 11:30 am.

Notice is hereby given that the Annual General Meeting of SThree plc will be held at 8th Floor, City Place, 55 Basinghall Street, London, EC2V 5DX on 26 April 2018 at 11:30am to consider the following resolutions:

Resolutions 18 to 21 (inclusive) will be proposed as special resolutions. All other resolutions will be proposed as ordinary resolutions.

ORDINARY RESOLUTIONS

Resolution 1
THAT the Annual Report & Financial Statements for the financial year ended 30 November 2017, together with the Directors’ report, Strategic report and Auditor’s reports thereon, be received.

Resolution 2
THAT a final dividend of 9.3 pence per ordinary share be declared and paid on 8 June 2018, to shareholders on the register of members as at the close of business on 27 April 2018.

Resolution 3
THAT the Directors’ Remuneration Report for the financial year ended 30 November 2017 be received and approved.

Resolution 4
THAT Gary Elden be re-elected as a Director of the Company.

Resolution 5
THAT Alex Smith be re-elected as a Director of the Company.

Resolution 6
THAT Justin Hughes be re-elected as a Director of the Company.

Resolution 7
THAT Anne Fahy be re-elected as a Director of the Company.

Resolution 8
THAT James Bilefield be elected as a Director of the Company.

Resolution 9
THAT Barrie Brien be elected as a Director of the Company.

Resolution 10
THAT Denise Collis be re-elected as a Director of the Company.

Resolution 11
THAT PricewaterhouseCoopers LLP be re-appointed as Auditors of the Company to hold office until the conclusion of the next General Meeting at which accounts are laid.

Resolution 12
THAT the Directors be authorised to determine the remuneration of the Auditors.

Resolution 13
THAT:

(i) the Company and those companies which are subsidiaries of the Company at any time during the period for which this resolution has effect be and are hereby authorised for the purposes of Part 14 of the Companies Act 2006 (the “Act”) during the period from the date of the passing of this resolution to the earlier of the conclusion of the Company’s Annual General Meeting in 2019 and 26 July 2019:

(a) to make political donations to political parties, and/or independent election candidates;
(b) to make political donations to political organisations other than political parties; and
(c) to incur political expenditure,
   up to an aggregate amount of £50,000, and the amount authorised under each of paragraphs (a) to (c) shall also be limited to such amount;

(ii) all existing authorisations and approvals relating to political donations or expenditure under Part 14 of the Act are hereby revoked without prejudice to any donation made or expenditure incurred prior to the date hereof pursuant to such authorisation or approval; and

(iii) words and expressions defined for the purpose of the Act shall have the same meaning in this resolution.
Resolution 14
THAT
(a) the Company be and is hereby authorised to offer key individuals, including senior employees, potential new recruits or Partners in SThree Partnership LLP ("LLP") the opportunity to purchase shareholdings or capital interests in certain of the Company’s subsidiaries (including the LLP) as detailed in, and on the terms set out in, Appendix 1 accompanying this notice of Annual General Meeting; and
(b) for all prior shareholder authorities granted, the five year period available to the Company to make such offers to key individuals as described under (i) above, be renewed from the date of the 2018 Annual General Meeting, or any adjournment thereof.

Resolution 15
THAT the SThree plc Savings Related Share Option Scheme 2018 ("SAYE Scheme"), the principal terms of which are summarised in Appendix 2 to this Notice of Annual General Meeting and the draft rules of which are produced to the meeting and initialled by the Chairman for the purpose of identification, be and is approved, the SAYE Scheme be and is adopted and the Directors of the Company be and are authorised to do all acts and things which they may consider necessary or expedient to implement and operate the SAYE Scheme (including amendment of the rules of the SAYE Scheme) and to establish further schemes or sub-plans based on the SAYE Scheme but modified to take account of local tax, labour law, exchange control or securities laws in non UK jurisdictions.

Resolution 16
THAT the SThree plc Share Incentive Plan 2018 ("SIP"), the principal terms of which are summarised in Appendix 3 to this Notice of Annual General Meeting, and the draft trust deed and rules of which are produced to the meeting and initialled by the Chairman for the purpose of identification, be and is approved, the SIP be and is adopted and the directors of the Company be and are authorised to do all acts and things which they may consider necessary or expedient to implement and operate the SIP (including amendment of the trust deed and rules of the SIP).

Resolution 17
THAT, pursuant to section 551 of the Companies Act 2006, the Directors be and are generally and unconditionally authorised to exercise all powers of the Company to allot shares in the Company or to grant rights to subscribe for or to convert any security into shares in the Company up to an aggregate nominal amount of £433,690.96 provided that (unless previously revoked, varied or renewed) this authority shall expire at the conclusion of the next Annual General Meeting of the Company after the passing of this resolution or on 26 July 2019 (whichever is the earlier), save that the Company may make an offer or agreement before this authority expires which would or might require shares to be allotted or rights to subscribe for or to convert any security into shares to be granted after this authority expires and the Directors may allot shares or grant such rights pursuant to any such offer or agreement as if this authority had not expired.

This authority is in substitution for all existing authorities under section 551 of the Companies Act 2006 (which, to the extent unused at the date of this resolution, are revoked with immediate effect).

SPECIAL RESOLUTIONS
Resolution 18
THAT a General Meeting other than an Annual General Meeting may be called on not less than 14 clear days’ notice.

Resolution 19
THAT, subject to the passing of resolution 17 and pursuant to sections 570 and 573 of the Companies Act 2006, the Directors be and are generally empowered to allot equity securities (within the meaning of section 560 of the Companies Act 2006) for cash pursuant to the authority granted by resolution 17 and to sell ordinary shares held by the Company as treasury shares for cash as if section 561(1) of the Companies Act 2006 did not apply to any such allotment or sale, provided that this power shall be limited to the allotment of equity securities or sale of treasury shares:
19.1 in connection with an offer of equity securities (whether by way of a rights issue, open offer or otherwise):
19.1.1 to holders of ordinary shares in the capital of the Company in proportion (as nearly as practicable) to the respective numbers of ordinary shares held by them; and
19.1.2 to holders of other equity securities in the capital of the Company, as required by the rights of those securities or, subject to such rights, as the Directors otherwise consider necessary, but subject to such exclusions or other arrangements as the Directors may deem necessary or expedient in relation to treasury shares, fractional entitlements, record dates or any legal or practical problems under the laws of any territory or the requirements of any regulatory body or stock exchange.
19.2 otherwise than pursuant to paragraph 19.1 of this resolution, up to an aggregate nominal amount of £65,053.64, and (unless previously revoked, varied or renewed) this power shall expire at the conclusion of the next Annual General
Meeting of the Company after the passing of this resolution or on 26 July 2019 (whichever is the earlier), save that the Company may make an offer or agreement before this power expires which would or might require equity securities to be allotted or treasury shares to be sold for cash after this power expires and the Directors may allot equity securities or sell treasury shares for cash pursuant to any such offer or agreement as if this power had not expired.

This power is in substitution for all existing powers under sections 570 and 573 of the Companies Act 2006 (which, to the extent unused at the date of this resolution, are revoked with immediate effect).

Resolution 20
THAT the Company be and is hereby unconditionally and generally authorised for the purposes of Section 701 of the Companies Act 2006 to make market purchases, as defined in Section 693 of that Act, of ordinary shares and where such shares are held in treasury, the Company may use them for the purpose of its employees’ share schemes or other incentive arrangements, provided that:

(a) the maximum number of ordinary shares that may be purchased is 13,010,729
(b) the minimum price (exclusive of expenses) which may be paid for each ordinary share is 1p;
(c) the maximum price (exclusive of expenses) that may be paid for each ordinary share shall be no more than the higher of: (i) the amount equal to 105% of the average of the middle market quotations of the ordinary shares as derived from the London Stock Exchange Daily Official list for the five business days immediately preceding the day on which such ordinary share is contracted to be purchased; and (ii) the higher of the price of the last independent trade and the highest current bid as stipulated by Article 5(1) of Commission Regulation (EC) 22 December 2003 implementing the Market Abuse Directive as regards exemptions for buy-back programmes and stabilisation of financial instruments (No 2273/2003); and
(d) this authority shall, unless previously varied, revoked or renewed, expire on 26 July 2019 or, if earlier, at the conclusion of the Company’s Annual General Meeting in 2019, save that the Company shall be entitled under such authority to make at any time before such expiry any contract to purchase its own shares which will or might be executed wholly or partly after such expiry.

Resolution 21
THAT the Articles of Association of the Company produced to the meeting, and initialled by the chairman of the meeting for the purpose of identification, be adopted as the Articles of Association of the Company in substitution for, and to the exclusion of, the existing Articles of Association.

By order of the Board

STEVE HORNBUCKLE
Group Company Secretary

26 February 2018
NOTES

1. A member is entitled to appoint another person as his proxy to exercise all or any of his rights to attend and to speak and vote at the Annual General Meeting. A proxy need not be a shareholder of the Company. A shareholder may appoint more than one proxy in relation to the Annual General Meeting provided that each proxy is appointed to exercise the rights attached to a different share or shares held by that shareholder.

2. A form of proxy is enclosed. The appointment of a proxy will not prevent a member from subsequently attending and voting at the meeting in person.

3. To be effective the instrument appointing a proxy and any power of attorney or other authority under which it is executed (or a duly certified copy of any such power or authority), must be either (a) sent to the Company’s Registrars, Link Asset Services, in accordance with the instructions on the form of proxy, or (b) lodged using the CREST Proxy Voting Service – see Note 8 below.

4. The right to appoint a proxy does not apply to persons whose shares are held on their behalf by another person and who have been nominated to receive communications from the Company in accordance with section 146 of the Companies Act 2006 (“nominated persons”). Nominated persons may have a right under an agreement with the member who holds the shares on their behalf to be appointed (or to have someone else appointed) as a proxy. Alternatively, if nominated persons do not have such a right, or do not wish to exercise it, they may have a right under such an agreement to give instructions to the person holding the shares as to the exercise of voting rights.

5. Holders of ordinary shares of 1p each in the capital of the Company (“ordinary shares”) are entitled to attend and vote at General Meetings of the Company. On a vote by show of hands every member who is present has one vote. Each proxy appointed by a member has one vote on a show of hands unless the proxy is appointed by more than one member in which case the proxy has one vote for and one vote against if the proxy has been instructed by one or more members to vote for the resolution and by one or more member to vote against the resolution. On a poll vote every member who is present in person or by proxy has one vote for every ordinary share of which he is the holder.

6. As at 26 February 2018 (being the latest practicable date before the publication of this Notice) the Company’s issued share capital consists of 131,831,962 ordinary shares, carrying one vote each including any shares held in SThree’s treasury account. Therefore, the total voting rights in the Company as at 26 February 2018 are 130,107,289.

7. CREST members who wish to appoint a proxy or proxies through the CREST electronic proxy appointment service may do so for the meeting (and any adjournment of the meeting) by following the procedures described in the CREST Manual. CREST Personal Members or other CREST sponsored members (and those CREST members who have appointed a voting service provider) should refer to their CREST sponsor or voting service provider, who will be able to take the appropriate action on their behalf.

8. In order for a proxy appointment or instruction made by means of CREST to be valid, the appropriate CREST message (a “CREST Proxy Instruction”) must be properly authenticated in accordance with CRESTCo’s specifications and must contain the information required for such instructions, as described in the CREST Manual available via web address www.euroclear.com/site/public/EUI. The message (regardless of whether it constitutes the appointment of a proxy or an amendment to the instruction given to a previously appointed proxy) must, in order to be valid, be transmitted so as to be received by issuer’s agent (ED RA10) by the latest time(s) for receipt of proxy appointments specified in Note 3 above. For this purpose, the time of receipt will be taken to be the time (as determined by the timestamp applied to the message by the CREST Applications Host) from which the issuer’s agent is able to retrieve the message by enquiry to CREST in the manner prescribed by CREST. After this time any change of instructions to a proxy appointed through CREST should be communicated to him by other means.

9. CREST members (and, where applicable, their CREST sponsors or voting service providers) should note that CRESTCo does not make available special procedures in CREST for any particular messages. Normal system timings and limitations will therefore apply in relation to the input of CREST Proxy Instructions. It is the responsibility of the CREST member concerned to take (or if the CREST member is a CREST personal member or sponsored member or has appointed a voting service provider, to procure that his CREST sponsor or voting service provider takes) such action as shall be necessary to ensure that a message is transmitted by means of the CREST system by any particular time. In this connection, CREST members (and, where applicable, their CREST sponsors or voting service providers) are referred, in particular, to those sections of the CREST Manual concerning practical limitations of the CREST system and timings.

10. The Company may treat as invalid a CREST Proxy Instruction in the circumstances set out in Regulation 35(5) (a) of the Uncertificated Securities Regulations 2001.

11. To further reduce the environmental impact, we will be removing paper from the voting process for future meetings in favour of a quicker and more secure method of voting online via our registrars’ website. You can however request a paper proxy if you wish from our registrars at the appropriate time.
1 EXPLANATORY NOTES

Resolutions 1 to 17 are proposed as ordinary resolutions. This means that for each of those resolutions to be passed, more than half of the votes cast must be in favour of the resolution. Resolutions 18 to 21 are proposed as special resolutions. This means that for each of those resolutions to be passed, at least three-quarters of the votes cast must be in favour of the resolution.

Reports and Accounts (Resolution 1)
The Directors of the Company must present the Annual Report & Financial Statements, together with the Directors’ report, Strategic report and Auditor’s reports, to the AGM.

Payment of a Final Dividend (Resolution 2)
A final dividend can only be paid after the shareholders at a General Meeting have approved it. A final dividend of 9.3 pence per ordinary share is recommended by the Board for payment to shareholders on the register of members at the close of business on 27 April 2018. If approved, the date of payment of the final dividend will be 8 June 2018.

Directors’ Remuneration Report (Resolution 3)
The Directors’ Remuneration Report in the Annual Report and Accounts for the year ended 30 November 2017 sets out the Company’s policy towards, and provides details of, the Directors’ remuneration. Policy requires formal approval every 3 years and was last approved at the 2017 AGM.

Election and re-election of Directors (Resolutions 4 to 10)
The Company’s current Articles of Association require that all Directors retire at least every three years and that all Directors appointed by the Board (since the last Annual General Meeting) seek election at the first Annual General Meeting following their appointment. However, under the UK Corporate Governance Code, all Directors should retire annually. Accordingly, all Directors will retire and submit themselves for election or re-election by shareholders.

The biographies of the Directors are set out in the Annual Report & Financial Statements.

Having considered the performance of and contribution made by each of the Directors standing for election or re-election, the Board remains satisfied that each of the relevant Directors performs effectively and demonstrates full commitment to their individual role, including the appropriate commitment of time for Board and Committee meetings and other duties required and, as such, recommends their election or re-election.

Re-appointment and Remuneration of Auditors (Resolutions 11 and 12)
Resolutions 11 and 12 propose the re-appointment of PricewaterhouseCoopers LLP ("PwC") as auditors of the Company and authorise the Directors to set their remuneration. The Board, on the recommendation of the Audit Committee, recommends the re-election of PricewaterhouseCoopers LLP as auditors, to hold office until the next General Meeting at which the Annual Report & Financial Statements are laid.

Authority to make donations to EU political organisations or to incur EU political expenditure (Resolution 13)
The Companies Act 2006 requires companies to obtain shareholders’ authority for donations to registered political parties and other political organisations totalling more than £5,000 in any twelve-month period, and for any political expenditure, subject to limited exceptions. The definition of donation in this context is very wide and extends to bodies such as those concerned with policy review, law reform and the representation of the business community. It could also include special interest groups, such as those involved with the environment, which the Company and its subsidiaries might wish to support, even though these activities are not designed to support or influence support for a particular party.

It remains the policy of the Company not to make political donations or incur political expenditure, as those expressions are normally understood. However, the Directors consider that it is in the best interests of shareholders for the Company to participate in public debate and opinion forming on matters, which affect its business. To avoid inadvertent infringement of the Companies Act 2006, the Directors are seeking shareholders’ authority for the Company and its UK subsidiaries to make political donations and to incur political expenditure for the period from the date of the passing of this resolution to the earlier of the conclusion of the Company’s AGM in 2019 and or 15 months from the conclusion of the 2018 AGM, up to a maximum aggregate amount of £50,000.

Authority to offer key individuals, including senior employees, potential new recruits or Partners in SThree Partnership LLP ("LLP"), the opportunity to purchase minority shareholdings or capital interests in certain of the Company’s subsidiaries (including the LLP) (Resolution 14)
Shareholders are asked to approve the creation of new minority shareholdings (as tracker shares) or capital interests in certain of the Company’s subsidiaries/ businesses (including the LLP) as detailed, and on the terms set out in Appendix 1
accompanying this notice of AGM. For all prior shareholder authorities granted to make offers to individuals (as described above), the five year period available to the Company to make such offers is to be deemed renewed from the date of the 2018 AGM, or any adjournment thereof.

SThree plc Savings Related Share Option Scheme 2018 (“SAYE Scheme”) (Resolution 15)
The SAYE Scheme will replace the Company’s existing savings related share option scheme (“Existing Scheme”), which was adopted on 24 April 2009 and which expires on 24 April 2019. The SAYE Scheme is a savings-related share option scheme intended to satisfy the conditions of schedule 2 to the Income Tax (Earnings & Pensions) Act 2003 such that the acquisition of ordinary shares in the Company pursuant to the SIP may benefit from certain tax reliefs on exercise of the options. The SAYE Scheme is similar to the Existing Scheme, but has been updated to reflect changes in the relevant legislation since the Existing Scheme was adopted. A summary of the key features of the SAYE Scheme is set out in Appendix 2 to this Notice of Annual General Meeting.

SThree plc Share Incentive Plan 2018 (“SIP”) (Resolution 16)
The SIP will replace the Company’s existing share incentive plan (“Existing SIP”), which was adopted on 24 April 2009 and which expires on 24 April 2019. The SIP is a share incentive plan intended to satisfy the conditions of schedule 2 to the Income Tax (Earnings & Pensions) Act 2003 such that the acquisition of ordinary shares in the Company pursuant to the SIP may benefit from certain tax reliefs. The SIP is similar to the Existing SIP but has been updated to reflect changes in the relevant legislation since the Existing SIP was adopted. A summary of the key features of the SIP is set out in Appendix 3 to this Notice of AGM.

Directors’ authority to allot securities (Resolution 17)
The Directors wish to renew the Company’s authority to allot unissued shares in the share capital of the Company. The Directors have no present intention to exercise this authority, however, it is considered prudent to maintain the flexibility that this authority provides. This resolution authorises the Directors to allot shares or grant rights to subscribe for or to convert any security into shares up to an aggregate nominal value of £433,690.96 during the 15 months from the date of the resolution or, if earlier, up to the conclusion of the next Annual General Meeting of the Company in 2019. This amounts to approximately one-third of the issued ordinary share capital of the Company as at the date of the Notice of AGM.

Authority to call a General Meeting with no less than 14 clear days’ notice (Resolution 18)
The Company’s current Articles of Association include a provision enabling General Meetings other than AGMs of the Company to be called on at least 14 days’ notice, the minimum notice period permitted by the Companies Act 2006. Under the EU Shareholders Rights Directive (the ‘Directive’), the minimum notice period on which listed companies may call General Meetings is 21 days. However, companies are able to reduce this period to at least 14 days for General Meetings other than AGMs, provided that certain conditions are satisfied. One such condition is that a resolution reducing the period of notice for General Meetings other than AGMs to 14 days has been passed at the immediately preceding AGM of the company or at a General Meeting held since the immediately preceding AGM. The resolution must be passed notwithstanding that the Company’s current Articles of Association permit the Company to call General Meetings other than AGMs on a notice period of at least 14 days.

The Board considers it prudent to continue to maintain the Company’s flexibility to call General Meetings other than AGMs on 14 days’ notice. The shorter notice period would not be used as a matter of routine for such meetings, but only where the flexibility is merited by the business of the meeting and is thought to be to the advantage of shareholders as a whole. Consequently, Resolution 18 is proposed as a resolution which would satisfy the condition required by the Directive, as noted above.

Disapplication of pre-emption rights (Resolution 19)
Under Section 561 of the Companies Act 2006, if the Directors wish to allot any of the unissued shares or grant rights over shares or sell treasury shares for cash (other than pursuant to an employee share scheme), they must first offer them to existing shareholders in proportion to their holdings. There may be occasions, however when the Directors will need the flexibility to finance business opportunities by the issue of ordinary shares without a pre-emptive offer to existing shareholders. This cannot be done under the Companies Act 2006 unless the shareholders have first waived their pre-emption rights and that is what this resolution proposes. The authority will be limited to the issue of shares for cash up to a maximum aggregate nominal value of £65,053.64 which is equivalent to approximately 5% of the Company’s issued ordinary share capital as at the date of the Notice of AGM.

Following guidance from the Pre-Eemption Group’s revised Statement of Principles, published on 12 March 2015, the Directors confirm that they will only issue shares for cash up to a maximum aggregate nominal value of £65,053.64 (which is equivalent to approximately 5% of the Company’s issued share capital as at the date of the Notice of AGM) where the allotment is in connection with an acquisition or specified capital investment announced at the same time as the allotment or which has taken place in the preceding six month period and is disclosed in the announcement of the issue.
Additionally, the Directors do not intend to allot shares for cash on a non pre-emptive basis above 7.5% of the total issued ordinary share capital of the Company over a three-year rolling period for a purpose other than a specified acquisition or capital investment.

If given, the authority will expire 15 months from the date of the 2018 AGM or, if earlier, at the conclusion of the next AGM of the Company in 2019. Shareholders will note that this resolution will also apply to the sale of any shares held in treasury by the Company.

**Authority to purchase own shares (resolution 20)**

In certain circumstances, it may be advantageous for the Company to purchase its own shares and Resolution 19 seeks the authority from shareholders to do so. During the year the Company has only made market purchases of its ordinary shares for Treasury, whilst market purchases for cancellation will only be made if the Directors believe, in the light of market conditions prevailing at the time, that the effect of such purchases will be to increase earnings per share and are in the best interests of shareholders generally, taking into account cash resources, capital requirements and the effect of any such purchase on gearing levels. The Company and its EBT currently purchase ordinary shares in the market in order to satisfy options or awards made under the Company’s Executive Share Option Scheme, Long Term Incentive Plan (‘LTIP’), SThree Employee Stock Purchase Plan, Savings-Related Share Option Scheme (‘SAYE’), Share Incentive Plan (‘SIP’), or other similar arrangements, including to satisfy Minority Interest purchases, where the Directors also consider that this is in the best interests of the Company. Any shares purchased by the Company are currently held as treasury shares for the purpose of satisfying share options, awards or similar incentives, unless the Directors otherwise determine that they are to be cancelled and the number of shares in issue reduced accordingly.

Treasury shares are authorised under the Companies Act 2006, whereby companies, which acquire their own shares by way of market purchase may place them ‘in treasury’, rather than having to cancel them. This gives the Company the ability to re-issue such shares quickly and cost effectively, providing the Company with flexibility in the management of its capital base. No dividends are paid on any shares held in treasury and no voting rights are exercisable in respect of such shares.

This resolution explicitly authorises the Company to use any shares purchased and held in treasury for the purposes of satisfying options or awards granted under the Company’s Executive Share Option Scheme, LTIP, SAYE, SIP or other share-based incentive arrangements. For any shares used under approved or unapproved share plans, whose rules contain formal share capital dilution limits, the Company takes such shares into account when calculating the limits on the number of shares which may be issued under such scheme(s).

The resolution specifies the maximum number of ordinary shares that may be acquired (approximately 10% of the Company’s issued ordinary share capital as at the date of the Notice of AGM) and the maximum and minimum prices at which they may be bought. The price for such purchases shall not exceed the higher of 105% of the average of the middle market quotations as derived from the London Stock Exchange Daily Official List for the five business days before each purchase, the price of the last independent trade in the shares on the London Stock Exchange at the time of the purchase and the highest current independent bid for the Company’s ordinary shares on the London Stock Exchange at the time of the purchase.

This resolution will be proposed as a special resolution to provide the Company with the necessary authority. If given, this authority will expire 15 months from the date of the 2018 AGM or, if earlier, at the conclusion of the next AGM of the Company in 2019.

The total number of options to subscribe for equity shares outstanding as at the date of this Notice of AGM is 7,474,369 shares, for which the Company holds a number of shares in Trust or as Treasury Shares. This represents 5.67% of the issued share capital at that date. If the Company bought back the maximum number of shares permitted pursuant to the passing of this resolution and cancelled them, then the total number of options and awards to subscribe for equity shares outstanding at that date would represent 5.10% of the reduced issued share capital, following the repurchases. At the date of the Notice of AGM, there are no warrants to subscribe for ordinary shares outstanding.

**Alternation to the Articles of Association (resolution 21)**

It is proposed in this resolution to adopt new Articles of Association (the ‘New Articles’) in order to update certain provisions of the Company’s current Articles of Association (the ‘Current Articles’) which were adopted in 2011.

The New Articles update the provisions of the Current Articles that relate to the manner dividends are paid, in line with recent market practice and guidance issued in 2014 by the ICSA Registrar’s Group. The New Articles allow the payment of dividends by additional methods (including cheque, bank transfer, electronic and other means) and also permit the Board to decide which payment method is to be used on any particular occasion. The Company considers it important to have the flexibility to cater for new developments and changes in practice, and to allow the Company to benefit from any efficiency and cost savings if, in the future, the Company changed to electronic payment only. The New Articles also reduce the time period for the forfeiture of unclaimed dividends from 12 to 6 years in line with the statutory limitation period and the approach followed by other FTSE listed companies.
2 DOCUMENTS FOR INSPECTION
Copies of the following documents will be available for inspection during normal business hours at the Company’s registered office from the date of the Notice of AGM to the close of the AGM and at the place of the AGM from 15 minutes prior to its commencement until its conclusion:

• the Executive Directors’ service contracts;
• letters of appointment of the Non-Executive Directors;
• copies of the standard form Articles of Association for subsidiary companies and the Partnership Agreement of the LLP in which key individuals will be invited to acquire different types of shares or capital interests;
• SAYE Scheme and SIP rules; and
• copies of the Current Articles and the proposed New Articles (together with a comparison showing the full terms of the proposed amendments to the Current Articles).

3 ENTITLEMENT TO ATTEND AND VOTE AND MULTIPLE PROXIES AND CORPORATE REPRESENTATIVES
Entitlement to attend and vote at the meeting, and the number of votes which may be cast at the meeting, will be determined by reference to the Company’s register of members at 6.00pm on 24 April 2018 or, if the meeting is adjourned, 48 hours before the time fixed for the adjourned meeting (as the case may be). In each case, changes to the register of members after such time will be disregarded. The Company will also adhere to the ICSA guidance on multiple proxies and corporate representatives at General Meetings.

4 AUTOMATIC POLL VOTING
Each of the resolutions to be put to the meeting will be voted on by poll and not by show of hands. A poll reflects the number of voting rights exercisable by each member and so the Board considers it a more democratic method of voting. It is also in line with recommendations made by the Shareholder Voting Working Group and Paul Myners in 2004. Members and proxies will be asked to complete a poll card to indicate how they wish to cast their votes. These cards will be collected at the end of the meeting. The results of the poll will be published on the Company’s website and notified to the UKLA Listing Authority once the votes have been counted and verified.

5 ADMINISTRATION
For the safety and comfort of those attending the AGM, certain items will not be permitted in the meeting room. These include large bags, cameras, recording equipment and such other items as the Chairman of the AGM may specify. Cloakroom facilities will be provided.

Any member attending the meeting has the right to ask questions. The Company must answer any such question relating to the business being dealt with at the meeting but no such answer need be given if (a) to do so would interfere unduly with the preparation for the meeting or involve the disclosure of confidential information (b) the answer has already been given on a website in the form of an answer to a question, or (c) it is undesirable in the interests of the Company or the good order of the meeting that the question be answered. In order to respond comprehensively, it would be helpful to have a note of the details of any proposed questions in advance, although this is not obligatory. Questions may be sent by post to the Group Company Secretary, Steve Hornbuckle at 8th Floor, City Place, 55 Basinghall Street, London, EC2V 5DX or by email to cosec@sthree.com.

6 INFORMATION AVAILABLE ON WEBSITE
A copy of this notice and other information required by Section 311A of the Companies Act 2006 can be found at www.sthree.com

7 MEMBERS’ RESOLUTION AND MATTERS
Under Section 338 and Section 338A of the Companies Act 2006, members meeting the threshold requirements in those sections have the right to require the Company (i) to give to members of the Company entitled to receive notice of meeting, notice of any resolution which may properly be moved and is intended to be moved at the meeting and/or (ii) to include in the business to be dealt with at the meeting any matter (other than a proposed resolution) which may be properly included in the business. A resolution may properly be moved or a matter may properly be included in the business unless (a) (in the case of a resolution only) it would, if passed, be ineffective (whether by reason of inconsistency with any enactment or the Company’s constitution or otherwise), (b) it is defamatory of any person, or (c) it is frivolous or vexatious. Such a request may be in hard copy form or in electronic form, must identify the resolution of which notice is to be given or the matter to be included in the business, must be authorised by the person or person making it, must be received by the Company not later than 14 March 2018, being the date six clear weeks before the meeting, and (in the case of a matter to be included in the business only) must be accompanied by a statement setting out the grounds for the request.
8 ELECTRONIC AND WEB COMMUNICATIONS

The Companies Act 2006 enables companies to communicate with members by electronic and/or website communications. Accordingly, the Company’s Articles allow communications to members in electronic form and, in addition, they permit the Company to take advantage of the provisions relating to website communications. However, before the Company can communicate with a member by means of website communication, the relevant member must be asked by the Company to agree that the Company may send or supply documents or information to him by means of a website, and the Company must either, have received a positive response, or have received no response within a period of 28 days beginning with the date on which the request was sent. The Company will notify a member (either in writing, or by other permitted means) when a relevant document or information is placed on the website and a member can always request a hard copy version of the document or information.

The Company would like to offer shareholders an electronic communication service and shareholders have the opportunity to register an email address in order to receive communications via email. From next year, the Company will only be sending out printed copies of the Annual Report to those shareholders that have specifically requested. If any shareholder would like to receive communications from the Company via email, including notification of when a new report/Notice of Meeting, etc. is available on the website, they should logon to www.signalshares.com and follow the links to register an email address with the Registrar. If any shareholder requires assistance while registering an email address, they should telephone Link Asset Services on 0871 664 0300 (calls cost 12p per minute plus your phone company’s access charge; lines are open 9am – 5.30pm Monday to Friday). If dialling from overseas please call+44 371 664 0300 (calls outside the United Kingdom will be charged at the applicable international rate). Shareholders who opt for email communications will not receive a hard copy proxy form when a Notice of Meeting is published on the Company’s website – instead, they will need to register a vote via the Registrar’s website. This can also be done via www.signalshares.com.

9 PUBLICATION OF AUDIT CONCERNS

Shareholders should note that, under Section 527 of the Companies Act 2006 members meeting the threshold requirements set out in that section have the right to require the Company to publish on a website a statement setting out any matter relating to: (i) the audit of the Company’s accounts (including the auditor’s report and the conduct of the audit) that are to be laid before the Annual General Meeting for the financial year ended 30 November 2017; or (ii) any circumstances connected with an auditor of the Company appointed for the financial year ended 30 November 2017 ceasing to hold office since the previous meeting at which annual accounts and reports were laid. The Company may not require the shareholders requesting any such website publication to pay its expenses in complying with Sections 527 or 528 (requirements as to website availability) of the Companies Act 2006. Where the Company is required to place a statement on a website under Section 527 of the Companies Act, it must forward the statement to the Company’s auditor not later than the time when it makes the statement available on the website. The business which may be dealt with at the Annual General Meeting for the relevant financial year includes any statement that the Company has been required under Section 527 of the Companies Act 2006 to publish on a website.

APPENDIX 1

Offers to key individuals of minority interests (as tracker shares or capital interests) in certain SThree plc subsidiaries. Authority is sought to make new and continuing offers to key individuals, including senior employees or Partners of SThree Partnership LLP (“LLP”), or potential new recruits, of tracker shares in certain SThree plc subsidiaries/businesses or capital interests via the LLP, in certain of the LLP’s businesses. Whilst the majority of the shares or capital interests have been offered soon after prior shareholder approval, and normally in the first year, some are held back for promotions and new joiners, and therefore authority is sought for a period of five years from the date of the Company’s Annual General Meeting, to be held on 26 April 2018.

Common Features

The common features are as follows:

1. (a) Share Capital

   Each subsidiary will have at least two classes of ordinary shares. In the case of a holding company issuing tracker shares in a number of businesses, there will be at least two classes of ordinary shares for each business it owns. One class of ordinary shares will be held by the Company. Other classes will be offered to key individuals. The ordinary shares offered to key individuals will not be more than 25% of the ordinary share capital of each subsidiary; whilst they will have up to 25% of the voting power of the subsidiary, they are entitled to up to only 20% of any dividend on the ordinary shares. The Company may also issue preference shares, for control purposes.
1. **(b) Capital Interests**
Capital interests will be awarded to key individuals to reflect an interest in one or more of the underlying businesses of the LLP. This system replicates as far as possible the system of management equity incentives issued as share capital. The current underlying businesses of the LLP are based in the UK.

2. **(a) Tracker Share Eligibility**
No person who is a Director of the Company at the time shareholders approve the offer of shares in a particular subsidiary may acquire shares in the relevant subsidiary. Shares will therefore only be offered to other key individuals including senior employees, potential new recruits or partners of the LLP who may acquire shares in more than one subsidiary.

2. **(b) Capital Interests Eligibility**
Capital Interests will only be issued to key individuals who are Designated Members or Members of the LLP. Capital Interests may be acquired by Members in more than one underlying business of the LLP.

3. **Purchase price and financing**
The price payable by an individual will be based on the fair value of the rights awarded, as determined by an independent third party valuer and taking into account the particular rights attached to the shares or capital interests described in the Articles of Association or Partnership Agreement. The Group may lend the purchase price to the individual, on such terms as are appropriate, including that the loan is outstanding until such individual ceases to hold the shares or capital interests or ceases to be employed/a partner within the Group. A market rate of interest may be charged if a loan is made.

4. **Cessation of employment or Member status**
If a minority shareholder ceases to be employed by any company in the Group or a Partner in the LLP under provisions contained in the Articles of Association of that company or the Partnership Agreement of the LLP he can be required to sell his shares or capital interests in the relevant company. The Board will set a period, which will never be less than three years and will normally be five years (the “Specified Period”), which will apply when the individual acquires the shares or capital interests. If the sale is within the Specified Period, the price payable can be the lower of the market value and the amount paid for the shares or capital interests (or, in exceptional circumstances and at the Company’s discretion, such other price, not exceeding market value). If the sale is later than the Specified Period the price payable is the market value. For these purposes, market value is determined by computing the earnings per ordinary share of the last financial year prior to the sale multiplied by a multiple of between one half and two thirds of the price/earnings ratio of SThree plc at the time of sale. The price/earnings ratio is calculated on the adjusted earnings per share published in the Company’s Annual Report & Financial Statements. Note that different pay out formulas may be applied for businesses which are created via the Group’s innovation stream, in line with similar external businesses or sectors to remain competitive.

5. **Other sale events**
In the event of a sale of a subsidiary, or a change of control of the Company, a minority shareholder or capital interest holder in that subsidiary can be required to sell (and that shareholder or capital interest holder can require the Company to purchase) his shares or capital interests in the subsidiary. In the event of a sale of the subsidiary, the sale price will reflect the price which the Company receives for its shares, and in the event of a change of control of the Company the sale price will be the market value of the shares/capital interests in the subsidiary. For key individuals who acquire shares or capital interests in a sub-holding company which owns either several companies or several businesses, there are similar sale provisions which apply if the relevant operating company or business is sold.

6. **Restrictions on transfer of tracker shares or capital interests**
If a minority shareholder or capital interest holder wishes to transfer or dispose of his shares or capital interests (other than to certain family members or on his leaving the employment of the Group or resigning as a Member of the LLP) he must first offer them to the Company, or the Corporate Member in the case of capital interests, and the price payable for such shares or capital interests is their market value. If the Company (or Corporate Member) declines to purchase the shares or capital interests, they can be transferred to a third party.

7. **Consideration payable for tracker shares or capital interests**
If the Company acquires any shares or capital interests from a minority shareholder or capital interest holder, the consideration can either be paid in cash or in Ordinary Shares in the Company, at the Company’s discretion. Any Ordinary Shares issued by the Company in respect will be within the annual limit of authority granted under section 549 of the Companies Act 2006 approved by the Company’s shareholders each year.

8. **Restrictions on alterations**
Certain provisions of the arrangements outlined above, namely the persons who are eligible to acquire shares/capital interests in the relevant subsidiary, the maximum percentage of shares/capital interests in the subsidiary which may be offered to key individuals, and the terms on which the company can acquire the shares/capital interests from the key
individuals cannot be altered to the advantage of these shareholders/capital interest holders without the prior approval of the Company’s shareholders in General Meeting (except for minor amendments to benefit administration, or to take account of a change in legislation or to obtain or maintain favourable tax, exchange control or regulatory treatment for the individual shareholders, the relevant subsidiary or for members of the Group).

9. Pension benefits
The acquisition of shares/capital interests by key individuals, and their sale, will not give rise to any pensionable benefits.

A standard form Articles of Association of the Company or the Partnership Agreement, containing the full details of the ordinary shares/capital interests which key individuals can acquire, and the terms on which they can dispose of such shares/capital interests, will be available for inspection at 8th Floor, City Place, 55 Basinghall Street, London EC2V 5DX, the registered office of the Company, during normal business hours on any weekday (Saturdays, Sundays and public holidays excepted) from the date of this notice until the date of the Meeting and will be available at the place of the Meeting for at least 15 minutes prior to and at the Meeting. The Company reserves the right to alter the Articles of Association in any way it is advised, is desirable, or necessary to take account of legislative or other changes prior to the AGM.

In the case of an overseas subsidiary, the Company also reserves the right to offer key individuals shares/capital interests in a UK sub-holding company which owns such overseas subsidiary, either directly or indirectly, and which track the performance of such overseas subsidiary. The Company also reserves the right to make such changes to the Article of Association for an overseas subsidiary as it may be advised is necessary or desirable to take account of local legal and tax requirements.

Annual shareholder renewal of 5 year authority
For all prior shareholder authorities granted, the five year period available to the Company to make such offers to key individuals (as described above), is to be deemed renewed from the date of the current Annual General Meeting, or any adjournment thereof.

Businesses to be subject to new offers
The various businesses in which key individuals, including potential new recruits, employees or Partners, are to be invited to acquire shares or capital interests, subject to approval, are set out below. Based on current management accounts/budget projections, available internally, many of the more recent businesses are projected to achieve negative profit before tax during their start up period, in view of the initial set up costs.

Spain
SThree has recently established a presence in Spain and wishes to set up an existing global brand, Huxley, in the country. Shares or capital interests in the proposed business will be offered to individuals based on the fair value of the shares/capital interests awarded as determined by an independent third party valuer and taking into account the particular rights attached to the shares/capital interests described in the Articles of Association/Partnership Agreement, as set out above. The new business currently has little or no trading or financial history in its own right. Existing businesses will make available any database, intellectual property or other rights, as required, to the new business and, prior to the offer, the new business will acquire the relevant portion of any existing business already operated through other brands on normal commercial terms.

Madison Black
SThree currently has other brand presence in Netherlands and Germany and now wishes to set up Madison Black covering the creative sector in both Countries. Shares or capital interests in the proposed businesses will be offered to individuals based on the fair value of the shares/capital interests awarded as determined by an independent third party valuer and taking into account the particular rights attached to the shares/capital interests described in the Articles of Association/Partnership Agreement, as set out above. The new businesses currently have little or no trading or financial history in their own right. Existing businesses will make available any database, intellectual property or other rights, as required, to the new businesses and, prior to the offer, the new businesses will acquire the relevant portion of any existing business already operated through other brands on normal commercial terms.

France
Real Staffing has a presence in France but now wishes to expand an existing brand into Lyon. Shares or capital interests in the proposed business will be offered to individuals based on the fair value of the shares/capital interests awarded as determined by an independent third party valuer and taking into account the particular rights attached to the shares/capital interests described in the Articles of Association/Partnership Agreement, as set out above. The new business currently has little or no trading or financial history in its own right. Existing businesses will make available any
database, intellectual property or other rights, as required, to the new business and, prior to the offer, the new business will acquire the relevant portion of any existing business already operated through other brands on normal commercial terms.

**Germany**

The Progressive and Huxley brands have a presence in Germany but now wish to expand these existing brands into Frankfurt and Stuttgart respectively. Shares or capital interests in the proposed businesses will be offered to individuals based on the fair value of the shares/capital interests awarded as determined by an independent third party valuer and taking into account the particular rights attached to the shares/capital interests described in the Articles of Association/Partnership Agreement, as set out above.

The new businesses currently have little or no trading or financial history in their own right. Existing businesses will make available any database, intellectual property or other rights, as required, to the new businesses and, prior to the offer, the new businesses will acquire the relevant portion of any existing business already operated through other brands on normal commercial terms.

**USA**

Progressive has a presence in the USA but now wishes to expand the existing brand into Food and Beverage across the USA and into Chicago covering the Power sector. Shares or capital interests in the proposed businesses will be offered to individuals based on the fair value of the shares/capital interests awarded as determined by an independent third party valuer and taking into account the particular rights attached to the shares/capital interests described in the Articles of Association/Partnership Agreement, as set out above.

The new businesses currently have little or no trading or financial history in their own right. Existing businesses will make available any database, intellectual property or other rights, as required, to the new businesses and, prior to the offer, the new businesses will acquire the relevant portion of any existing business already operated through other brands on normal commercial terms.

**UK**

Real Staffing has a presence in the UK but now wishes to expand the existing brand into Life Sciences sector in Leeds and Central Government into Birmingham. Shares or capital interests in the proposed businesses will be offered to individuals based on the fair value of the shares/capital interests awarded as determined by an independent third party valuer and taking into account the particular rights attached to the shares/capital interests described in the Articles of Association/Partnership Agreement, as set out above.

The new businesses currently have little or no trading or financial history in their own right. Existing businesses will make available any database, intellectual property or other rights, as required, to the new businesses and, prior to the offer, the new businesses will acquire the relevant portion of any existing business already operated through other brands on normal commercial terms.

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**APPENDIX 2**

**Summary of the main provisions of the SThree plc Savings-Related Share Option Scheme 2018 (the “SAYE Scheme”)**

1. **Summary of the SAYE Scheme**

1.1 **Nature of the plan**

The SAYE Scheme is a UK tax-advantaged savings-related share option plan operated by the Board pursuant to which eligible employees may be offered options (“Options”) to acquire ordinary shares in the Company (“Shares”) at a price determined by the Board which can be set at a discount of up to 20 per cent. of the market value of a Share at the date of grant.

1.2 **Eligibility**

All eligible employees and full-time directors of any company within the Company’s group of companies ("Group") who have been with the Group for a period determined by the Board (not exceeding five years), are eligible to participate. All employees who are eligible to participate must do so on similar terms although this may vary by reference to levels of remuneration, length or service or other similar factors.

1.3 **Savings contracts**

Each participant must enter into a savings contract ("Contract") approved by the Board for a period of three or five years under which he agrees to make monthly savings of an amount decided by him, subject to a minimum specified by the Board which may not exceed £10 (or such other minimum permitted by the legislation from time to time) and up to the maximum specified by the Board and permitted by the legislation (currently £500 per month).
1.4 Grant of Options
The number of Shares over which a participant will be granted an Option will be the number of Shares which, taking into account the price payable on exercise of the Option, can be purchased with the amount saved under the Contract (which, subject to applicable legislation and regulations, may include a bonus payable under the Contract). Invitations to apply for the grant of Options may normally be issued under the SAYE Scheme during the period of 42 days starting on the dealing day following the day on which the Company announces its results for any period. However, invitations may be made outside these periods if the circumstances are deemed to be exceptional.

Without further shareholder approval, Options under the SAYE Scheme may only be made within 10 years of shareholder approval of the SAYE Scheme.

1.5 Exercise of Options
Options may normally only be exercised during the six month period following maturity of the Contract and if not exercised by the end of that period will lapse. This may be following the third or fifth anniversary of commencement of the Contract.

1.6 Leavers
Early exercise is permitted in the event of cessation of employment within the Group by reason of death, injury, disability, redundancy, retirement, or the sale of the participant’s employing company or business out of the Group (but only to the extent of savings plus any bonus accumulated in the related Contract up to the time of exercise). If a participant ceases to be employed within the Group for any other reason within three years of the grant of an Option, that Option will lapse. If a participant ceases to be employed within the Group for any other reason more than three years from the grant of an Option, the participant may exercise that Option within six months of so ceasing (but no later than the end of the six month period following maturity of the related Contract).

1.7 Change of control and other corporate events
Early exercise is also permitted in the event of a change of control, compromise or arrangement, or voluntary winding up of the Company. On a change of control, compromise or arrangement, with the consent of the acquiring company, Options may be exchanged so as to operate over shares in the acquiring company (or a company associated with it).

1.8 Options non-transferable
An Options is not transferable and may only be exercised by the person to whom it is granted or their personal representatives.

1.9 Share capital limits
An Option may not be granted if the result of granting the Option would be that the aggregate number of Shares placed under Option under the SAYE Scheme or placed under option, awarded or issued (other than on the exercise of options) under any other employees’ share scheme (whether or not discretionary) operated by the Group in each case in the preceding ten year period, would exceed 10 per cent. of the Company’s issued ordinary share capital at that time.

1.10 Rights attaching to Shares
Shares allotted pursuant to the SAYE Scheme will rank pari passu with Shares then in issue except in relation to any rights determined by reference to a date preceding the date on which the Shares are allotted.

1.11 Variation of share capital
In the event of a variation of share capital by way of capitalisation, rights issue, subdivision, reduction, consolidation or otherwise, the number of Shares subject to a subsisting Option and the price payable on exercise may be adjusted in such manner as the Board determines (but subject to applicable legislation).

1.12 Amendments
The Board may alter the SAYE Scheme but certain amendments to the advantage of current or future participants cannot take effect without shareholder approval, unless they are minor amendments to benefit the administration of the plan, or to take account of a change in legislation or to obtain or maintain favourable tax, exchange control or regulatory treatment for participants or the Company or other member of the Group. The amendments which will generally require shareholder approval are amendments to the persons to whom Options may be granted, the maximum and individual limits on the number of Shares over which Options can be granted under the plan, the basis for determining a participant’s entitlement to, and the terms of, Shares provided under the SAYE Scheme, the provisions for adjusting Options in the event of a variation of share capital and the provisions for altering the terms of the plan.
1.13 Rights not pensionable
None of the benefits which may be received under the SAYE Scheme shall be pensionable.

1.14 Sub-plans for overseas territories
The Company may establish separate plans or sub-plans to the SAYE Scheme to operate in overseas territories or in respect of overseas employees which are on substantially the same terms as the SAYE Scheme but which make such modifications to the terms as are necessary or expedient to take account of local tax, exchange control or securities laws in any one or more overseas territories. Shares placed under option under such a plan or sub-plan shall be included for the purpose of the limit described in paragraph 9 of this Appendix 2.

APPENDIX 3
Summary of the main provisions of the SThree plc Share Incentive Plan 2018 (the ‘SIP’)

1. Summary of the Share Incentive Plan (“SIP”)

1.1 Overview
The SIP has been designed to satisfy the conditions set out in schedule 2 to the Income Tax (Earnings & Pensions) Act 2003 (“ITEPA”) so that Ordinary Shares may be provided to employees in a tax-efficient manner. It replaces the Company’s existing Share Incentive Plan which was approved under schedule 2 to ITEPA.

The SIP will operate through a UK resident trust (“SIP Trust”) of which the trustees (“Trustees”) will be Capita IRG Trustees Limited who are the trustees of the Company’s Existing SIP. The Trustees will acquire Ordinary Shares (by subscription or purchase on the market) which are then held on behalf of participants in the SIP (“Participants”).

1.2 Eligibility
All UK resident employees who have been employed within the Group for a minimum qualifying period specified by the Board in relation to any particular proposed award (not being more than 18 months or such other period as may be specified by the legislation from time to time) are eligible to participate in the SIP on similar terms.

1.3 Types of award which may be granted
Under the SIP, the Board may make the following types of award:
- free share award;
- partnership share award; and/or
- matching share award.
Dividend shares may also be acquired.

The Board may make different types of award in different financial periods. The principal features of these different types of award are set out below.

1.4 Free Shares
Awards of free Ordinary Shares (“Free Shares”) may be made to Participants up to a maximum value of £3,600 per Participant in each tax year (or such other maximum from time to time permitted by the legislation). Free Shares must be offered to all Participants on similar terms but the number awarded can be determined by reference to the employee’s remuneration, length of service, number of hours worked and/or the satisfaction of fair and objective performance criteria.

1.5 Partnership Shares
The Board may allow Participants the opportunity to purchase Ordinary Shares (“Partnership Shares”) out of their pre-tax salary, up to a maximum of £1,800 per tax year or 10% of pre-tax salary if lower. The purchase price will be deducted from salary subject to a minimum specified by the Board, which may not be greater than £10 on any occasion (or such other amount from time to time specified by the legislation).

The salary allocated to Partnership Shares can be accumulated for a period of up to 12 months (“Accumulation Period”) or Partnership Shares can be purchased out of deductions from the Participant’s pre-tax annual basic salary when those deductions are made. A Participant and the Company may agree to vary the amount of salary deductions and the intervals of those deductions. If there is an Accumulation Period, the number of Ordinary Shares purchased shall be determined by dividing the Participant’s aggregate pay deducted during the Accumulation Period by the market value of the Partnership Shares.

Once acquired, Partnership Shares may be withdrawn from the UK SIP by the Participant at any time.
1.6 Matching Shares
Where Participants purchase Partnership Shares, they may be given up to two free Ordinary Shares ("Matching Shares") for every purchased Partnership Share. If Matching Shares are allocated, all Participants who have purchase Partnership Shares must be awarded Matching Shares on the same basis.

1.7 Dividend Shares
Participants may be required or permitted to purchase additional Ordinary Shares ("Dividend Shares") using dividends received by them in respect of their Ordinary Shares held under the SIP.

1.8 Holding period and cessation of employment
All Free Shares and Matching Shares must normally remain within the SIP Trust for a period of 3-5 years, as specified by the Board at the time the awards are made, unless the Participant ceases to be employed within the Group.

If a Participant ceases to be an employee within the Group by reason of death, injury or disability, redundancy, retirement, by reason of a relevant transfer within the meaning of the Transfer of Undertakings (Protection of Employment) Regulations 2006 or by reason of the Participant’s employing company ceasing to be a member of the Group (each a "Good Leaver") his Free Shares and/or Matching Shares will be transferred to him (or to his personal representative).

The Board may, in its discretion, provide that if a Participant ceases to be an employee of the Group within a period specified by the Board at the date the award is made in circumstances when he is not a Good Leaver, his Free Shares and Matching Shares will be forfeited and he will have no further entitlement to them.

At the discretion of the Company, Partnership Shares may be subject to compulsory sale provisions on cessation of employment (except where the Participant is a Good Leaver), provided they are offered for sale for a price at least equal to the lower of the market value of the Partnership Shares at the time of their sale or the price paid by the Participant for those Partnership Shares.

1.9 Rights relating to the shares
Ordinary Shares held under the SIP shall, subject to the provisions of the SIP, rank pari passu in all respects with other Ordinary Shares.

Where Ordinary Shares are held under the SIP by the Trustee on behalf of a Participant, the may obtain from, and if it does so, must comply with, any voting instructions given by the Participant and otherwise, save as required or permitted by the SIP, deal with a Participant’s Shares only in accordance with his directions.

1.10 Company events
In the event of a general offer being made to Shareholders (or similar takeover event taking place) during a holding period, Participants will be able to direct the Trustee as to how to act in relation to their Ordinary Shares held in the SIP.

In the event of a corporate re-organisation, any Ordinary Shares held by Participants may be replaced by equivalent shares in a new holding company.

1.11 Variation of capital
Ordinary Shares, or rights to them, acquired by Participants on a variation of share capital of the Company will usually be treated in the same way as the Ordinary Shares acquired or awarded under the UK SIP, in respect of which the rights were conferred and as if they were acquired or awarded at the same time.

1.12 Alterations to the SIP
The Board may alter the SIP but certain alterations cannot take effect without the approval of the Company’s shareholders in general meeting, unless they are minor amendments to the benefit of the administration of the SIP, to take account of the change in legislation, to or obtain or maintain favourable tax, exchange control or regulatory treatment for Participants in the SIP or for any member of the Group, being amendments to the provisions concerning eligibility, the limits on the number of new Ordinary Shares which may be issued under the SIP, the maximum entitlement of an individual Participant and the basis for determining how many Shares employees receive, and the adjustments that may be made following a rights issue or other variation of share capital. No alteration can be made if it would be mean that the SIP would cease to satisfy the conditions set out in Schedule 2 to ITEPA.

1.13 Rights not pensionable
None of the benefits which may be received under the SIP shall be pensionable.