

**THE COMPANIES ACT 2006**  
**COMPANY LIMITED BY SHARES**

**WRITTEN RESOLUTION**  
**of**

**PHS SERVICES LIMITED**

**Company Number: 03805412**

**(the Company)**

**(passed on 10 October 2014)**

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In accordance with Chapter 2 of Part 13 of the Companies Act 2006, the directors of the Company propose the following resolutions be passed (the **Resolutions**)

**Special Resolutions**

1. **THAT** the articles of association of the Company are amended as follows

(a) The addition of a new article 8A, as follows:

"Notwithstanding anything to the contrary in these Articles, the lien contained in article 8 of Table A shall not apply to shares which have been charged by way of security to a Financial Institution or a subsidiary (or any nominee or nominees thereof) of a Financial Institution or which have been transferred to any person by such chargeholder and the Company shall have no lien on any such shares"

**Agreement of eligible members**

The undersigned being the sole eligible member on 10 October 2014 (the **Circulation Date**) irrevocably agrees to the Resolutions set out above:

Signed by:



.....  
**For PHS GROUP PLC**

Date 10 October 2014

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## AGREEMENT

Please read the notes at the end of this document before signifying your agreement to the Resolutions

### NOTES:

- 1 If you agree with the Resolutions, please indicate your agreement by signing and dating this document where indicated above and returning it to the Company using one of the following methods.
  - (a) **By Hand** delivering the signed copy to Anneliese Ward, Allen & Overy LLP, One Bishops Square, London, E1 6AD
  - (b) **Post** returning the signed copy by post to Anneliese Ward, Allen & Overy LLP, One Bishops Square, London, E1 6AD.
  - (c) **Fax** faxing the signed copy to 020 3088 0088 marked "For the attention of Anneliese Ward"
  - (d) **E-mail** by attaching a scanned copy of the signed document to an e-mail and sending it to lauren.winter@allenoverly.com and anneliese.ward@allenoverly.com
2. If you do not agree to the Resolutions, you do not need to do anything. you will not be deemed to agree if you fail to reply
- 3 Once you have indicated your agreement to the Resolutions, you may not revoke your agreement
- 4 Unless sufficient agreement has been received for the Resolutions to pass within the period of 28 calendar days from and including the Circulation Date, they will lapse. If you agree to the Resolutions, please ensure that your agreement reaches us before this time
- 5 In the case of joint holders of shares, only the vote of the senior holder who votes will be counted by the Company. Seniority is determined by the order in which the names of the joint holders appear in the register of members
- 6 If you are signing this document on behalf of a person under a power of attorney or other authority please send a copy of the relevant power of attorney or authority when returning this document.

# **The Companies Act 1985**

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## **A PRIVATE COMPANY LIMITED BY SHARES**

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### **ARTICLES OF ASSOCIATION**

**OF**

### **PHS SERVICES LIMITED**

#### **REGULATIONS OF THE COMPANY**

- 1 The articles comprise these Articles and, save insofar as it is modified by these Articles, Table A (which expression means that Table as prescribed by regulations made pursuant to the Companies Act 1985 (the "Act") and in force on the date of adoption of these Articles)
- 2 Regulations 24, 53, 54, 60-62 (inclusive), 65-69 (inclusive), 73-80 (inclusive), 87, 90, 93, 100 and 118 in Table A do not apply to the company

#### **SHARE CAPITAL**

- 3 The share capital of the company is £69,500,000 divided into 695,000,000 ordinary shares of 10p each
- 4 Subject to Article 5 the directors shall not without the authority of the company in general meeting allot any of the shares in the capital of the company Where authority has been given to the directors to allot shares in the capital of the company the directors may, subject to the terms of such authority and subject to any terms on which any shares are created or issued, allot such shares to such persons (including any directors) at such times and generally on such conditions as they think proper provided that no shares shall be issued at a discount contrary to the Act In the foregoing sentences of

this Article, references to allotment of shares shall include references to the grant of any right to subscribe for, or to convert any security into, shares. Where authority has been given to the directors as referred to in this Article to grant a right to subscribe for, or to convert any security into, shares the directors may without further authority allot such shares as may require to be allotted pursuant to the exercise of such right.

- 5 Section 89(1) of the Act is hereby excluded

#### **VARIATION OF RIGHTS**

- 6 The rights attached to any existing shares shall not (unless otherwise expressly provided by the terms of issue of such shares) be deemed to be varied by the creation or issue of further shares ranking *pari passu* therewith or subsequent thereto.

#### **SHARE CERTIFICATES**

- 7 In Regulation 6 in Table A there shall be inserted after the word "seal" the following words, namely "or the official seal of the company if the company has a seal, or otherwise executed in such manner as may be permitted by the Act"

#### **CALLS ON SHARES**

- 8 The directors may accept from any member the whole or any part of the amount remaining unpaid on any share held by him notwithstanding that no part of that amount has been called up.
- 8A Notwithstanding anything to the contrary in these Articles, the lien contained in article 8 of Table A shall not apply to shares which have been charged by way of security to a Financial Institution or a subsidiary (or any nominee or nominees thereof) of a Financial Institution or which have been transferred to any person by such chargeholder and the Company shall have no lien on any such shares.

#### **TRANSFER OF SHARES**

- 9 The directors shall be bound to approve the transfer of any share.

#### **TRANSMISSION OF SHARES**

- 10 There shall be inserted at the end of Regulation 31 in Table A the following proviso, namely "provided always that the directors may at any time give notice requiring any such person to elect either to become or to have another person registered as the holder of the share and if the requirements of the notice are not complied with within 90 days the directors may thereafter withhold payment of all dividends, bonuses or other moneys payable in respect of the share until the requirements of the notice have been complied with"

#### **PROCEEDINGS AT GENERAL MEETINGS**

- 11 In paragraph (b) of Regulation 38 in Table A there shall be inserted after the words "giving that right", the following words, namely "(or such lesser percentage as may be permitted by the Act and agreed by the members)"
- 12 In Regulation 40 in Table A the following words shall be added to the end of the second sentence, namely "Except where the company is a private company limited by shares or by guarantee and having one member, in which case the quorum shall be one person, being the member or a proxy for the member or a duly authorised representative of a corporation"
- 13 In Regulation 41 in Table A there shall be inserted after the words "the directors may determine" the following words, namely "and if at the adjourned meeting such a quorum is not present within half an hour from the time appointed for the meeting, one member present in person or by proxy or (being a corporation) by its duly authorised representative shall be a quorum"
- 14 A poll may be demanded by any member present in person or by proxy or (being a corporation) by its duly authorised representative Regulation 46 in Table A shall be construed accordingly
- 15 A resolution in writing of all the members who would have been entitled to vote upon it if it had been proposed at a general meeting at which they were present shall be as effectual as if it had been passed at a general meeting duly convened and held either
- (a) if it consists of an instrument executed by or on behalf of each such member, or
  - (b) if it consists of several instruments in the like form each executed by or on behalf of one or more of such members

#### **VOTES OF MEMBERS**

- 16 Subject to any rights or restrictions as to voting attached to any shares by the terms on which they were issued or by or in accordance with the Articles or otherwise, on a show of hands every member who (being an individual) is present in person or (being a corporation) is present by its duly authorised representative not being himself a member entitled to vote, shall have one vote, and on a poll every member who is present in person or by proxy or (being a corporation) is present by its duly authorised representative shall have one vote for every share of which he is the holder
- 17 The instrument appointing a proxy shall be in writing in any usual or common form and shall be executed by the appointor or his attorney duly authorised in writing or in such other form as the directors may approve. A proxy need not be a member of the company
- 18 The instrument appointing a proxy and the power of attorney or other authority (if any) under which it is executed, or a notarially certified copy of such power or authority, shall be deposited or received at the office (or at such other place in the United Kingdom as is specified for that purpose in any instrument of proxy sent by the company in relation to the meeting) not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote, or handed to the chairman of the meeting or adjourned meeting, and, in default, the instrument of proxy shall be invalid

#### **ALTERNATE DIRECTORS**

- 19 A director may by written notice signed by him and deposited or received at the office or received by the secretary or in such other manner as the directors may approve appoint another director or any other person to be and act as his alternate director
- 20 Every alternate director shall (subject to his giving to the company an address within the United Kingdom at which notices may be given to him) be entitled to notice of meetings of the directors or of committees of directors, and to attend and vote as a director at any such meeting at which the director appointing him is entitled to attend and vote but is not personally present and generally at such meeting to exercise all the powers, rights, duties and authorities of the director appointing him. Every alternate director shall also be entitled to sign on behalf of the director appointing him a resolution in writing of the directors pursuant to Article 34

- 21 An alternate director shall neither be an officer of the company nor entitled to any remuneration from the company for acting as an alternate director
- 22 A director may by written notice signed by him and deposited or received at the office or received by the secretary or in such other manner as the directors may approve at any time revoke the appointment of an alternate director appointed by him
- 23 If a director shall cease to hold the office of director for any reason, the appointment of his alternate director shall thereupon automatically cease

#### **DELEGATION OF DIRECTORS' POWERS**

- 24 The following words shall be added at the end of the first sentence of Regulation 72 in Table A, namely "and may also appoint to any such committee persons who are not directors provided that the chairman and a majority of such committee shall be directors"

#### **RETIREMENT, APPOINTMENT AND REMOVAL OF DIRECTORS**

- 25 A member or members holding a majority in nominal value of the issued shares for the time being conferring the right to vote at general meetings of the company shall have power from time to time and at any time to appoint any person or persons as a director or directors and to remove from office any director howsoever appointed Any such appointment or removal shall be effected by an instrument which shall be in writing and shall be executed by the member or members making the same or by their duly authorised attorneys or in such other manner as the directors may approve, and shall take effect upon such appointment or removal being deposited or received at the office or otherwise communicated to the company at the office or being handed or otherwise communicated to the chairman of a meeting of the directors at which a quorum is present
- 26 Without prejudice to Article 25 the company may by ordinary resolution appoint any person to be a director either to fill a vacancy or as an additional director

#### **DISQUALIFICATION AND REMOVAL OF DIRECTORS**

- 27 In Regulation 81 in Table A
  - (a) there shall be inserted after the word "company" in paragraph (d) the following words, namely " , provided that such action shall be without prejudice to the

terms of and to any rights of the company under any contract between the director and the company", and

- (b) paragraph (e) shall be deleted

#### **REMUNERATION OF DIRECTORS**

- 28 The following sentence shall be added at the end of Regulation 82 in Table A, namely "Any director who serves on any committee, or who devotes special attention to the business of the company, or who otherwise performs services which in the opinion of the directors are in addition to or outside the scope of the ordinary duties of a director (which services shall include, without limitation, visiting or residing abroad in connection with the company's affairs), may be paid such extra remuneration by way of salary, percentage of profits or otherwise as the directors may determine"

#### **DIRECTORS' APPOINTMENTS AND INTERESTS**

- 29 In Regulation 84 in Table A there shall be substituted for the words "shall not be subject to retirement by rotation" the following words, namely "shall be subject to the same provisions as to resignation and removal as other directors of the company"

#### **DIRECTORS' AND EMPLOYEES' GRATUITIES AND PENSIONS**

- 30 The directors may
- (a) establish and maintain, or procure the establishment and maintenance of, any share option or share incentive or profit sharing schemes or trusts or any non-contributory or contributory pension or superannuation schemes or funds for the benefit of, and may make or give or procure the making or giving of loans, donations, gratuities, pensions, allowances or emoluments (whether in money or money's-worth) to, or to trustees on behalf of, any persons who are or were at any time in the employment or service of the company, or of any company which is a subsidiary of the company, or is allied to or associated with the company or with any such subsidiary, or who are or were at any time directors or officers of the company or of any such other company as aforesaid, and to the wives, husbands, widows, widowers, families and dependants of any such persons,
  - (b) establish and subsidise or subscribe to any institutions, associations, clubs or funds calculated to be for the benefit of, or to advance the interests and well-



being of the company, or of any such other company as aforesaid, or of any such persons as aforesaid,

- (c) make payments for or towards policies of assurance on the lives of any such persons and policies of insurance for the benefit of or in respect of any such persons (including insurance against their negligence or breach of duty to the company) as aforesaid,
- (d) pay, subscribe or guarantee money to or for any charitable or benevolent objects, or for any exhibition, or for any political, public, general or useful object, and
- (e) do any of the above things either alone or in conjunction with any such other company as aforesaid

Subject always, if the Act shall so require, to particulars with respect to the proposed payment being disclosed to the members of the company and to the payment being approved by the company, any director shall be entitled to participate in and retain for his own benefit any such loan, donation, gratuity, pension, allowance or emolument

#### **PROCEEDINGS OF DIRECTORS**

- 31 In Regulation 88 in Table A there shall be substituted for the third sentence the following sentences, namely "Every director shall be given not less than 48 hours' notice of every meeting of the directors, such notice to be sent to such address as is notified by him to the company for this purpose or otherwise communicated to him personally Any director may by notice to the company either before or after the meeting waive his right to receive notice of the meeting and any director who either

- (a) is present at the commencement of a meeting whether personally or by his alternate director, or
- (b) does not, within seven days following its coming to his attention that a meeting has taken place without prior notice of such meeting having been given to him pursuant to this Regulation, notify the company that he desires the proceedings at such meeting to be regarded as a nullity,

shall be deemed hereafter to have waived his right to receive notice of such meeting pursuant to this Regulation"

- 32 In Regulation 89 in Table A there shall be substituted for the final sentence the following sentence, namely "A person attending a meeting of the board of directors, who is acting as an alternate director for one or more directors shall be counted as one for each of the directors for whom he is so acting and, if he is a director, shall also be counted as a director, but not less than two individuals constitute a quorum"
- 33 A meeting of the board of directors may consist of a conference between directors some or all of whom are in different places if each director who participates is able
- (a) to hear each of the other participating directors addressing the meeting, and
  - (b) if the director so wishes, to address all of the other participating directors simultaneously,
- whether directly, by conference telephone or any other form of communications equipment (whether in use when these Articles are adopted or developed subsequently) or by a combination of these methods Each director so participating in a meeting is deemed to be "present" at that meeting for the purpose of these Articles. A quorum is deemed to be present if those conditions are satisfied in respect of at least the number of directors required to form a quorum A meeting held in this way is deemed to take place at the place where the largest group of participating directors is assembled or, if no such group is readily identifiable, at the place from where the chairman of the meeting participates
- 34 A resolution in writing of all the directors or all the members of a committee of directors shall be as effectual as if it had been passed at a meeting of directors or (as the case may be) a committee of directors duly convened and held either
- (a) if it consists of an instrument executed by or on behalf of each such director or committee member, or
  - (b) if it consists of several instruments in the like form each executed by or on behalf of one or more of such directors or committee members
- 35 Subject to any requisite declaration of interest in accordance with the provisions of the Act and (if applicable) Regulation 85 in Table A having been made by him a director may vote as a director in regard to any transaction or arrangement in which he is

interested, or upon any matter arising therefrom and Regulation 94 in Table A shall be construed subject to this provision

36 In Regulation 97 in Table A

- (a) there shall be inserted after the words "the appointment" the following words, namely "or the terms of appointment", and
- (b) the following words shall be deleted, namely "and be counted in the quorum" and there shall be inserted after the words "his own appointment" the following words, namely "and shall be counted in the quorum in respect of each resolution including that concerning his own appointment, and Regulation 95 shall be construed subject to this provision "

**MINUTES**

37 The directors shall cause minutes to be made in books kept for the purpose

- (a) of all appointments of officers and alternate directors made by the directors, and
- (b) of all proceedings at meetings of the company, of the holders of any class of shares in the company, of the directors, and of committees of directors, including the names of the persons present at each such meeting

**THE SEAL**

38 In Regulation 101 of Table A, there shall be substituted for the first sentence the following sentence, namely "The company need not have a seal but if the company does have a seal, the seal shall only be used by the authority of the directors or of a committee of directors authorised by the directors"

39 The company is authorised pursuant to section 39 of the Act for so long as its objects require or comprise the transaction of business in foreign countries to have an official seal for use in any territory, district, or place elsewhere than in the United Kingdom

**INDEMNITY**

40 Subject to the provisions of the Act, every director, other officer or auditor of the company or person acting as an alternate director shall be entitled to be indemnified out of the assets of the company against all costs, charges, expenses, losses or liabilities

which he may sustain or incur in or about the execution of his duties to the company or otherwise in relation thereto

#### **SCHEME OF ARRANGEMENT**

41

- (a) In this Article, the "Scheme" means the scheme of arrangement dated 1 August 2005, between the company and the holders of its Scheme Shares (as defined in the Scheme) under section 425 of the Companies Act 1985 in its original form or with or subject to any modification, addition or condition approved or imposed by the Court and (save as defined in this Article) expressions defined in the Scheme shall have the same meanings in this Article
- (b) Notwithstanding any other provision of these Articles, if the company issues any ordinary shares of 10 pence each in the capital of the company ("Ordinary Shares") other than to Norfolk Acquisition plc ("Norfolk Acquisition") or its nominees(s) at or after the Voting Record Time and prior to 6 00p m on the day before the date of the hearing by the Court of the petition to sanction the Scheme and to confirm the reduction of share capital pursuant to the Scheme (the "Hearing Date"), such shares shall be issued subject to the terms of the Scheme and the holders of such shares shall be bound by the Scheme accordingly
- (c) Subject to the Scheme becoming effective, if any Ordinary Shares are issued to any person (a "New Member") (other than to Norfolk Acquisition or its nominees(s)) at or after 6 00p m on the day before the Hearing Date (the "Post-Scheme Shares"), they will be immediately transferred to Norfolk Acquisition (or as it may direct) in consideration of and conditional on the payment to the New Member of 115 pence in cash for each such Ordinary Share so transferred
- (d) On any reorganisation of, or alteration to, the share capital of the company (including, without limitation, any subdivision and/or consolidation), the value of the payment per share to be paid under paragraph (c) of this Article shall be adjusted by the directors in such manner, if any, as the auditors of the company may determine to be appropriate to reflect such reorganisation or alteration. References in this Article to Ordinary Shares shall, following such adjustment, be construed accordingly

- (e) To give effect to any transfer required by paragraph (c) above, the company may appoint any person as attorney for the New Member to transfer the Post-Scheme Shares to Norfolk Acquisition and/or its nominee(s) and do all such other things and execute and deliver all such documents as may in the opinion of the attorney be necessary or desirable to vest the Post-Scheme Shares in Norfolk Acquisition or its nominee(s) and pending such vesting to exercise all such rights attaching to the Post-Scheme Shares as Norfolk Acquisition may direct. If an attorney is so appointed, the New Member shall not thereafter (except to the extent that the attorney fails to act in accordance with the directions of Norfolk Acquisition) be entitled to exercise any rights attaching to the Post-Scheme Shares unless so agreed by Norfolk Acquisition. The company shall not be obliged to issue a certificate to the New Member for the Post-Scheme Shares. Norfolk Acquisition shall send a cheque drawn on a UK clearing bank in favour of the New Member for the purchase price of such Post-Scheme Shares within ten business days of the time on which the Post-Scheme Shares are issued to the New Member.