



Service Stream Limited

# Notice of Annual General Meeting

2021





## Notice of Annual General Meeting

**Notice** is given that the 2021 annual general meeting (**AGM**) of members of Service Stream Limited (**Company**) will be a virtual meeting conducted online at <https://web.lumiagm.com/329758354> on Wednesday 20 October 2021 at 10.00am (Melbourne time).

### Annual financial and other reports

To receive the Company's financial report, directors' report and auditor's report for the financial year ended 30 June 2021.

#### Resolution 1 – Adoption of remuneration report

To consider and if thought fit pass the following resolution as an **ordinary resolution**:

“That the remuneration report for the year ended 30 June 2021 be adopted.”

**Note:** The remuneration report is set out on pages 15 to 34 of the Company's 2021 annual report. The vote on this resolution is advisory only and does not bind the directors of the Company.

#### Resolution 2 – Re-election of Brett Gallagher

To consider and if thought fit pass the following resolution as an **ordinary resolution**:

“That Brett Gallagher (who retires by rotation in accordance with rule 7.1(f) of the Company's constitution and (being eligible) stands for re-election) be re-elected as a director of the Company.”

#### Resolution 3 – Re-election of Deborah Page AM

To consider and if thought fit pass the following resolution as an **ordinary resolution**:

“That Deborah Page (who retires by rotation in accordance with rule 7.1(f) of the Company's constitution and (being eligible) stands for re-election) be re-elected as a director of the Company.”

#### Resolution 4 – Election of Elizabeth Ward

To consider and if thought fit pass the following resolution as an **ordinary resolution**:

“That Elizabeth Ward who having been appointed as a director of the Company (in accordance with rule 7.1(d) of the Company's constitution) since the last Annual General Meeting be elected as a director of the Company (in accordance with rule 7.1(c)(2) of the Company's constitution).”

### **Resolution 5 — Acquisition of securities by Leigh Mackender under the FY22 Tranche of the Company’s Long-Term Incentive Plan**

To consider and if thought fit pass the following resolution as an **ordinary resolution**:

“That the acquisition by Leigh Mackender of 793,618 performance rights under the FY22 Tranche of the Company’s Long-Term Incentive Plan (and up to 793,618 fully paid ordinary shares in the Company underlying, and issued in accordance with the terms of, those performance rights) on the terms summarised in the explanatory statement accompanying the notice of this meeting, be approved for the purpose of Rule 10.14 of the ASX Listing Rules and for all other purposes.”

### **Resolution 6 — Refresh of placement capacity**

To consider and if thought fit pass the following resolution as an **ordinary resolution**:

“That the issue of 68,757,806 fully paid ordinary shares which were issued by the Company under an institutional placement announced to the ASX on 21 July 2021 be approved for the purposes of rule 7.4 of the ASX Listing Rules and for all other purposes.”

### **Resolution 7 — Financial Assistance**

To consider and if thought fit pass the following resolution as a **special resolution**:

“That:

- a) pursuant to and in accordance with section 260B(2) of the Corporations Act 2001 (Cth) and for all other purposes, approval is given for each of Lendlease Services Pty Limited (ACN 081 540 847), Westlink (Services) Pty Limited (ACN 096 511 376) and Enersafe Pty Ltd (ACN 120 507 066) (each an “LLS Entity”) to give financial assistance as described in pages 18 to 21 of the Explanatory Statement; and
- b) each LLS Entity may enter into and give effect to the documents required to implement the financial assistance as described in page 22 of the Explanatory Statement.”

This resolution 7 is a special resolution, which requires at least 75% of votes cast by shareholders entitled to vote on the resolution to be cast in favour of the resolution.

**Note:** For further information, please refer to pages 18 to 22 of the Explanatory Statement made in accordance with section 260B(4) of the Corporations Act.

**By order of the Board:**



**Chris Chapman**  
Company Secretary

**Date** 16th September 2021

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### Notes:

1. Given the continuing COVID-19 situation and public health concerns, this year the Company will be hosting the AGM online. This will enable shareholders to participate in the AGM using their smartphone, tablet or computer. Further details in relation to participating in the meeting online are set out below on page 7.
  2. A shareholder entitled to attend and vote at this meeting is entitled to appoint one proxy or, if the shareholder is entitled to cast two or more votes at the meeting, two proxies to attend and vote on behalf of and instead of the shareholder.
  3. Where two proxies are appointed, the proxies may vote only if each proxy is appointed to represent a specified proportion of the shareholder's voting rights.
  4. A proxy need not be a shareholder.
  5. Shareholders are encouraged to notify an appointed proxy of their appointment to enable them to participate in the meeting online and to exercise their voting instructions. Appointed proxies will need to contact Computershare Investor Services to obtain a username and password to vote online. Further details are available in the online meeting guide at <https://www.servicestream.com.au/investors/agms-market-presentations>.
  6. A proxy form accompanies the letter in respect of the AGM. To be valid, the proxy form together with the power of attorney or other authority (if any) under which the form is signed, or a certified copy of that power or authority, must be:
    - a) received by the Company's share registrar, Computershare Investor Services Pty Limited by:
      1. hand delivery to "Yarra Falls", 452 Johnston Street, Abbotsford, Victoria 3067;
      2. post to GPO Box 242, Melbourne, Victoria, 8060; or
      3. facsimile on 1800 783 447 (within Australia) or +61 3 9473 2555 (outside Australia)before 10.00am (Melbourne time) on Monday 18 October 2021; or
    - b) received by the Company (addressed to the attention of Mr. Chris Chapman, Company Secretary):
      1. at its office at Level 4, 357 Collins Street, Melbourne, Victoria, 3000; or
      2. by facsimile on +61 3 9677 8877;
      3. before 10.00am (Melbourne time) on Monday 18 October 2021.
- Due to COVID-19 implications and social distancing requirements, the Company encourages shareholders to return their proxy forms by fax or mail.
7. Alternatively, a proxy may be appointed electronically by:
    - a) visiting [www.investorvote.com.au](http://www.investorvote.com.au) and following the instructions provided;
    - b) scanning the QR code with your mobile device; or
    - c) visiting [www.intermediaryonline.com](http://www.intermediaryonline.com) to submit your voting intentions (for Intermediary Online subscribers (custodians) only),

before 10.00am (Melbourne time) on Monday 18 October 2021. A proxy cannot be appointed electronically if they are appointed under power of attorney or similar authority. The Company has determined that

those persons who are registered as the holders of shares in the Company at 7.00pm (Melbourne time) on Monday 18 October 2021 will be taken to be the holders of shares for the purposes of determining voting entitlements at this meeting.

8. The Chairman intends to call a poll on each of the resolutions set out in this notice of meeting.

## **Voting exclusion statement**

1. Resolution 1 (adoption of remuneration report):

The Company will disregard any votes cast on resolution 1 by:

- a) or on behalf of a member of the key management personnel for the Company (details of whose remuneration are included in the remuneration report, including each director) (KMP Member), or a closely related party of a KMP Member; or
- b) any KMP Member as at the date of the meeting (and their closely related parties) as proxy for another shareholder.

However, this does not apply to a vote cast on the resolution by:

- a) a person as proxy for a person who is entitled to vote on the resolution, in accordance with the directions provided by that person on the proxy form; or
- b) the Chairman, as proxy for a person who is entitled to vote on the resolution, in accordance with an express authorisation to vote undirected proxies as the Chairman decides, despite the fact that the resolution is connected directly or indirectly with the remuneration of the Company's key management personnel.

2. Resolution 5 (acquisition of securities by Leigh Mackender under the FY22 Tranche of the Company's Long-Term Incentive Plan):

The Company will disregard any votes cast in favour of resolution 5 by:

- a) or on behalf of any director of the Company, or an associate of any director of the Company, who is eligible to participate in the Long-Term Incentive Plan; or
- b) any KMP Member as at the date of the meeting (and their closely related parties) as proxy for another shareholder.

However, this does not apply to a vote cast in favour of the resolution by:

- a) a person as proxy or attorney for a person who is entitled to vote on the resolution, in accordance with directions given to the proxy or attorney to vote on the resolution in that way; or
- b) the Chairman as proxy or attorney for a person who is entitled to vote on the resolution, in accordance with a direction given to the Chairman to vote on the resolution as the Chairman decides; or

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- c) a holder acting solely in a nominee, trustee, custodial or other fiduciary capacity on behalf of a beneficiary provided the following conditions are met:
  - i. the beneficiary provides written confirmation to the holder that the beneficiary is not excluded from voting, and is not an associate of a person excluded from voting, on the resolution; and
  - ii. the holder votes on the resolution in accordance with directions given by the beneficiary to the holder to vote in that way.

### 3. Resolution 6 (Refresh of placement capacity):

The Company will disregard any votes cast in favour of resolution 6 by, or on behalf of, any person who participated in the institutional placement the subject of resolution 6, or any of their associates.

However, this does not apply to a vote cast in favour of the resolution by:

- a) a person as proxy or attorney for a person who is entitled to vote on the resolution, in accordance with directions given to the proxy or attorney to vote on the resolution in that way; or
- b) the Chairman as proxy or attorney for a person who is entitled to vote on the resolution, in accordance with a direction given to the Chairman to vote on the resolution as the Chairman decides; or
- c) a holder acting solely in a nominee, trustee, custodial or other fiduciary capacity on behalf of a beneficiary provided the following conditions are met:
  - i. the beneficiary provides written confirmation to the holder that the beneficiary is not excluded from voting, and is not an associate of a person excluded from voting, on the resolution; and
  - ii. the holder votes on the resolution in accordance with directions given by the beneficiary to the holder to vote in that way.

**The Chairman intends to vote undirected proxies held by him in favour of each resolution. Please refer to this notice of meeting for more information.**

## Questions from Shareholders

Your questions relating to the Company that may be relevant to the 2021 AGM are important to us.

In accordance with the *Corporations Act 2001* (Cth) (**Corporations Act**) and the Company's past practice, a reasonable opportunity will be given to shareholders at the meeting to ask questions about, or make comments on, the management of the Company, the remuneration report and the resolutions put forward.

Similarly, a reasonable opportunity will be given to shareholders at the meeting to ask the Company's auditor, PricewaterhouseCoopers, questions relevant to the conduct of the audit, the preparation and content of the auditor's report, the accounting policies adopted by the Company in relation to the preparation of the financial statements, and the independence of the auditor in relation to the conduct of the audit.

Written questions may be submitted by shareholders in advance of the meeting, including questions for the Company's auditor PricewaterhouseCoopers.

Shareholders can submit their questions in advance of the meeting by:

1. emailing questions to [AGM@servicestream.com.au](mailto:AGM@servicestream.com.au); or
2. submitting an online question when voting online prior to the meeting at [www.investorvote.com.au](http://www.investorvote.com.au).

To be considered in advance of the meeting, a written question must be received by no later than 10am (Melbourne time) on Monday 18 October 2021.

We will attempt to respond to as many of the more frequently asked questions as possible in the Chairman's and Managing Director's addresses at the 2021 AGM. Due to the large number of questions we may receive, we will not be replying on an individual basis.

You will also be able to listen to the addresses made at the 2021 AGM within 2 days after the meeting at <https://www.servicestream.com.au/investors/agms-market-presentations>.



### Participating in the meeting online

Shareholders also can submit questions in relation to the business of the meeting, and vote on the resolutions in real time during the meeting via the Lumi online meeting application.

Shareholders participating in the meeting using the Lumi online platform will be able to vote between the commencement of the meeting and the closure of voting as announced by the Chairman during the meeting.

By participating in the meeting online you will be able to:

1. hear and view meeting slides;
2. submit questions at the appropriate time whilst the meeting is in progress; and
3. vote during the meeting.

Instructions on how to log on to ask questions during the meeting are outlined below and available on the Company's website at <https://www.servicestream.com.au/investors/agms-market-presentations>. Please note, only shareholders may ask questions online and only once they have been verified. It may not be possible to respond to all questions raised during the meeting. Shareholders are therefore encouraged to lodge questions prior to the AGM, as outlined on page 6.

If you choose to participate in the meeting online, registration will open at 9am (Melbourne time) on Wednesday, 20 October 2021.

To participate in the Service Stream meeting online, visit <https://web.lumiagm.com> on your smartphone, tablet or computer. You will need the latest versions of Chrome, Safari, Internet Edge or Firefox. Please ensure your browser is compatible.

Once you have selected one of the options above, shareholders will need the following information to participate in the AGM in real-time:

1. The meeting ID for the Service Stream AGM, which is: 329758354;
2. Your username, which is your SRN/HIN; and
3. Your password, which is the postcode registered to your holding if you are an Australian shareholder. Overseas shareholders should refer to the Online Meeting Guide (link below) for their password details.

Further information regarding participating in the AGM online, including browser requirements, is detailed in the AGM Online Meeting Guide at [www.computershare.com.au/onlinemeetingguide](http://www.computershare.com.au/onlinemeetingguide).

### **Technical difficulties**

Technical difficulties may arise during the course of the AGM. The Chairman has discretion as to whether and how the meeting should proceed in the event that a technical difficulty arises. In exercising his discretion, the Chairman will have regard to the number of shareholders impacted and the extent to which participation in the business of the meeting is affected.

Where he considers it appropriate, the Chairman may continue to hold the meeting and transact business, including conducting a poll and voting in accordance with valid proxy instructions. For this reason, shareholders are encouraged to lodge a proxy by 10.00am (Melbourne time) on Monday 18 October 2021 even if they plan to attend online.



## **Explanatory statement**

### **General information**

This explanatory statement is an important document and should be read carefully. It comprises part of, and should be read in conjunction with, the notice of the annual general meeting (**AGM**) of members of Service Stream Limited to be held on Wednesday 20 October 2021.

If you have any questions regarding the matters set out in this explanatory statement (or elsewhere in the notice of AGM), please contact the Company, or your stockbroker or other professional adviser.

### **Resolution 1 – adoption of remuneration report**

There will be an opportunity for shareholders at the meeting to comment on and ask questions about the Company's remuneration report, which appears on pages 15 to 34 of the Company's 2021 annual report. The vote on the proposed resolution adopting the remuneration report is advisory only and will not bind the Company nor its directors. However, the Board will take the outcome of the vote into consideration when reviewing the Company's remuneration policy and practices.

The Corporations Act contains a 'two strikes' rule in relation to remuneration reports. Briefly, if at two consecutive AGMs 25% or more votes were cast against the resolution that the Company's remuneration report be adopted, a 'spill resolution' must be put to the vote at that AGM. If 50% or more shareholders vote in favour of a "spill" then the entire Board (except the Managing Director) are required to stand for re-election at a further general meeting which must take place within 90 days.

At the Company's 2020 AGM, approximately 16.7% of votes were cast against the resolution that the remuneration report be adopted. Accordingly, there is no requirement to allow for a possible spill resolution at this year's AGM.

The Board notes however that, over the last year, the Company has engaged with investors and proxy advisors in relation to the Company's remuneration policy and practices. As a result, the Company has implemented certain changes to the Company's long-term incentive plan scheme, which are described in the Company's remuneration report and beginning on page 11 of this notice of meeting.

The directors recommend that shareholders vote in favour of resolution 1.

### **Resolution 2 – Re-election of Brett Gallagher**

The Company's constitution states the Company must hold an election of directors at each AGM (rule 7.1(h)) and further that no director who is not a managing director may hold office beyond the third AGM following the meeting at which the director was last elected or re-elected (whichever is the later) (rule 7.1(f)). In determining the number of directors to retire, no account is to be taken of the Managing Director or of a director appointed as an addition to the existing directors and who only holds office until the next AGM. A retiring director is eligible for re-election. In accordance with these requirements, Brett Gallagher retires by rotation at this year's AGM and, being eligible, stands for re-election.

Brett Gallagher was appointed as Non-Executive Director of the Company in April 2010 and was appointed Chairman on 1 March 2015. Brett brings to the Board extensive commercial and operational expertise, and strategic leadership gained in the telecommunications, utilities, infrastructure and technical services industries. He has spent over 25 years as a senior executive, director and owner of businesses within these sectors. Brett has specific experience in service delivery, contract management, business development, health, safety & environment, corporate finance and mergers & acquisitions.

Brett is an experienced company director and has experience in governance and compliance, reporting and investor relations. His current directorships include not-for-profit and several private businesses that operate predominantly in the utilities and services sector.

Brett is a member of the Company's Sustainability, Safety, Health & Environment Committee.

Brett has no other listed company directorships and has held no other listed company directorships in the last three years.

The directors (other than Mr Gallagher) recommend that shareholders vote in favour of resolution 2.

### **Resolution 3 – Re-election of Deborah Page AM**

The Company's constitution states the Company must hold an election of directors at each AGM (rule 7.1(h)) and further that no director who is not a managing director may hold office beyond the third AGM following the meeting at which the director was last elected or re-elected (whichever is the later) (rule 7.1(f)). In determining the number of directors to retire, no account is to be taken of the Managing Director or of a director appointed as an addition to the existing directors and who only holds office until the next AGM. A retiring director is eligible for re-election. In accordance with these requirements, Deborah Page retires by rotation at this year's AGM and, being eligible, stands for re-election.

Deborah Page was appointed as Non-Executive Director of the Company in September 2010. Deborah brings to the Board extensive financial expertise from her time at Touche Ross/KPMG including as a Partner, and subsequently from senior finance and operating executive roles with the Lendlease Group, Allen, Allen & Hemsley and the Commonwealth Bank. She has specific experience in corporate finance, accounting, audit, mergers & acquisitions, capital markets, insurance and joint venture arrangements.

Deborah has extensive experience as a company director gained across ASX listed, private, public sector and regulated entities since 2001. Her relevant sector experience includes telecommunications, utilities, insurance, technology, renewables and infrastructure. Deborah's experience includes Board leadership, governance and compliance, risk management, remuneration practices, technology, investor relations and health, safety and environment.

Deborah is Chairman of the Audit and Risk Committee and is a member of the Remuneration and Nomination Committee.

Deborah is currently a Non-Executive Director of Brickworks Limited, Pandal Group Limited and Growthpoint Properties Australia Limited. During the last three years, Deborah held a listed company directorship with GBST Holdings Limited (retired as entity delisted in November 2019).

The directors (other than Mrs Page) recommend that shareholders vote in favour of resolution 3.



### **Resolution 4 – Election of Elizabeth Ward**

Rule 7.1(d) of the Company's constitution states that the directors may appoint any natural person, not otherwise disqualified from holding office, to be a director, either to fill a casual vacancy or as an addition to the existing directors. Any director so appointed, other than the Managing Director, only holds office until the next general meeting and must then retire from office.

On 6th September 2021, Elizabeth Ward was appointed as a Non-Executive Director of the Company. In accordance with Rule 7.1(d) she retires from office at this year's AGM and, being eligible, stands for election, in accordance with rule 7.1(c)(2) of the Company's constitution.

Elizabeth Ward brings to the Board extensive operational, contracting and commercial expertise gained across a diverse range of industries including large-scale infrastructure, transport, fisheries and telecommunications in Australia and New Zealand. Elizabeth has over 30 years' experience as a CEO, senior executive and strategic advisor across these sectors. She has specific experience in change management, business development, industrial relations, contract management, stakeholder engagement, service delivery and mergers & acquisitions.

Elizabeth is an experienced company director gained across government, privately owned and regulated entities including NSW Telco Authority. She has experience in audit and risk, health and safety, and remuneration board committees.

Elizabeth is currently a Non-Executive Director of Moana New Zealand (formerly Aotearoa Fisheries Ltd). She has held no other listed company directorships in the last three years.

The directors (other than Ms Ward) recommend that shareholders vote in favour of resolution 4.

### **Resolution 5 – Acquisition of securities by Leigh Mackender under the FY22 Tranche of the Company's Long-Term Incentive Plan**

The directors of the Company are entitled from time to time to invite certain 'Eligible Persons' to acquire securities on such terms as the directors may determine in accordance with the Company's Employee Share Ownership Plan (ESOP).

For the financial year ending 30 June 2022, the directors determined to make available a tranche of performance rights (FY22 LTIP Tranche) to senior executives of the Company, including Mr. Mackender, as a long-term incentive. The directors have determined to make 793,618 performance rights available to Mr. Mackender under the FY22 LTIP Tranche subject to shareholder approval.

Rule 10.14 of the ASX Listing Rules relevantly states that an entity must not permit a director to acquire securities under an employee incentive scheme without the approval of holders of ordinary shares. Subject to shareholder approval, it is proposed that Mr. Mackender will acquire 793,618 performance rights under the terms of the FY22 LTIP Tranche (and subsequently shares underlying those performance rights to the extent that they satisfy the relevant vesting criteria).

The key terms of the FY22 LTIP Tranche, including those that will be applicable to Mr. Mackender, are summarised as follows:

- a) Each participating senior executive may acquire performance rights for nil consideration. The number of performance rights offered to an executive is calculated by reference to the executive's fixed annual remuneration, a long-term incentive participation rate (75% of fixed annual remuneration for Mr. Mackender) and an issue price of \$0.8517 per share.
- b) Each performance right entitles the holder to be issued one ordinary share in the Company for nil consideration provided they remain an employee of the Company on 30 June 2024 and provided that certain other vesting conditions have been satisfied, including those described below.

The performance rights granted will each vest where the following vesting conditions are met:

- a) 50% of the performance rights granted will vest where the Company's Adjusted Earnings Per Share (EPS) over the three financial years of 30 June 2022, 30 June 2023 and 30 June 2024 (Performance Period) meet the Adjusted EPS growth targets over the three years to 30 June 2024 (EPS Target); and
- b) 50% of the performance rights granted will vest where the Company's Total Shareholder Return (TSR) over the Performance Period is such that it would rank in the top quartile of a relevant peer group of companies.

The performance rights are subject to proportional vesting according to the tables below where the vesting conditions specified above are not fully met.

**Earnings Per Share (50% weighting)**

The EPS growth performance condition is based on the Company's Adjusted EPS growth over the Performance Period. The tranche of performance rights will vest on a pro-rata basis upon achieving annual EPS growth of between 5% and 10%.

The performance vesting scale that will apply to the performance rights which are subject to the EPS Target is outlined in the table below:

Annual EPS growth	Percentage of performance rights which qualify for vesting subject to the EPS condition
<5%	0%
5%	40%
Above 5% and less than 10%	Pro-rata so that 12% of the performance rights in the tranche will vest for every 1% increase in EPS growth between 5% and 10%
10% or more	100%

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### Relative Total Shareholder Return (50% weighting)

The relative TSR performance condition is based on the Company's TSR performance relative to the TSR of comparative companies, as at the start of the Performance Period and measured over the Performance Period. If the TSR in the comparison group is ranked from highest to lowest, the median TSR is the percentage return to shareholders that exceeds the TSR for half of the comparison companies. The 75th percentile TSR is the percentage return required to exceed the TSR for 75% of the comparison companies.

The performance vesting scale that will apply to the performance rights which are subject to relative the TSR test is outlined in the table below:

The Company's TSR ranking	Percentage of performance rights which qualify for vesting subject to the TSR condition
< 50th percentile	0%
50th percentile	40%
Above 50th and below 75th percentile	Pro-rata so that 2.4% of the performance rights in the tranche will vest for every 1 percentile increase between the 50th and 75th percentile
75th percentile and above	100%

### Board considerations:

Since the Company's 2020 annual general meeting, the Board has undertaken an assessment of the Company's overall remuneration framework, which included implementing certain changes to the Company's long-term incentive plan scheme. Some of the key changes that have been implemented to the FY22 LTIP include:

- adjustments to the relevant vesting requirements to reflect a sliding scale mechanism;
- the removal of the annual crystallisation of performance over any single year (whilst continuing to maintain the 3-year retesting time period) – this means that although performance will still be assessed annually, if it does not meet the minimum threshold over the 3-year period, vesting would not occur; and
- the introduction of a pro-rata application across each vesting criteria metric which takes effect between the relevant entry thresholds and 100% achievement.

In setting the structure of the FY22 LTIP and the associated vesting criteria, the Board has considered various factors including market conditions, industry practice and feedback received from proxy advisors and major shareholders at the 2020 AGM and in subsequent follow-up discussions with the Board.

The Board is strongly of the view that the structure, conditions and operation of the FY22 LTIP scheme address the concerns previously raised in relation to the FY21 LTIP and is the most appropriate for the Company because:

- it rewards participants for the delivery of performance which is linked to enhancing long-term shareholder value over a 3-year period;
- it links remuneration costs to the Company's long-term performance; and

- the service criteria (i.e., the requirement that the participant remain employed by the Company at the end of the three-year period) and the Performance Period provide a significant focus on a longer time horizon.

It is noted that in addition to seeking feedback from proxy advisors and shareholders, the Board sought independent external advice from market experts in determining the structure of the FY22 LTIP scheme.

Further details on the FY22 LTIP scheme, and the changes that have been made to the Company's remuneration framework, are set out in the Company's 2021 remuneration report.

### **Other matters**

Performance rights vest when the Company determines that the vesting conditions have been met. The shares underlying the performance rights must be issued within 14 days of the later of that date and the date on which the Company releases its results for the financial year ended 30 June 2024.

The executive will not have any rights in respect of shares in the Company underlying any performance rights acquired under the FY22 LTIP Tranche (such as dividend and voting rights) unless and until the shares are issued.

Subject to some exceptions (such as those described below), performance rights will be forfeited if the executive resigns from their employment with the Company or a subsidiary, commits an act of fraud in relation to the affairs of the Company or a subsidiary, or is dismissed from employment or office with the Company or a subsidiary because of serious misconduct, material breach, gross negligence or any conduct that provides grounds for termination without notice.

If an executive resigns from the Company or a subsidiary, the directors have discretion to issue shares to that executive in respect of financial years during the Performance Period which ended before the executive's employment ceased where the directors determine that the executive performed consistently at an outstanding level.

Further, if an executive ceases their employment with the Company or a subsidiary because of his or her death or permanent disability, or because the executive is aged 55 or older and retires from permanent employment, or because the executive's contract of employment is terminated due to genuine redundancy, the performance rights relating to the financial years during the Performance Period which ended before the executive's employment ceased that have not vested will not be forfeited.

If the grant of performance rights to, and acquisition of shares by Mr. Mackender is not approved by shareholders, Mr. Mackender will be entitled to a cash payment equal to the market value of the shares that would have been issued to him had shareholder approval been obtained.

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Rule 10.14 of the ASX Listing Rules also states that the notice of meeting to obtain shareholder approval must comply with rule 10.15. The Company has prepared this notice of meeting so that it complies with rule 10.15, and provides the following information for that purpose:

- a) The grant of performance rights is to Mr. Leigh Geoffrey Mackender, who in accordance with rule 10.14.1, is a director of the Company.
- b) The maximum number of performance rights which may be granted to Mr. Mackender under the FY22 LTIP Tranche is 793,618 performance rights. Assuming Mr. Mackender is entitled to be issued all of the shares underlying those performance rights, he would be issued 793,618 fully paid ordinary shares in or around September 2024.
- c) The value attributed by the Company to the performance rights proposed to be granted to Mr. Mackender under the FY22 LTIP Tranche is \$676,924.05, being 75% of Mr. Mackender's total fixed remuneration. The value that Mr. Mackender actually receives from the grant will depend on the number of performance rights that vest (if any) and the value of the Company's shares at that time.
- d) Mr. Mackender's current total remuneration package is:
  - Total Fixed Remuneration: \$902,565.40 (inclusive of superannuation);
  - Short-Term Cash-Based Incentive: 50% of Total Fixed Remuneration, \$451,282.70 target (with maximum opportunity capped at 100% of target); and
  - Long-Term Share-Based Incentive: 75% of Total Fixed Remuneration, \$676,924.05 target (with maximum opportunity capped at 100% of target).

Further details on Mr. Mackender's total annual remuneration package are set out in the Company's remuneration report.

- e) The number of securities that have previously been issued to Mr. Mackender under the Company's Long-Term Incentive Plan are:
  - At the 2020 AGM, shareholders approved the acquisition by Mr. Mackender of 361,879 performance rights under the FY21 LTIP Tranche (and up to 361,879 fully paid ordinary shares in the Company underlying and issued in the accordance with the terms of those, performance rights). Assuming that Mr. Mackender is entitled to be issued all of the shares underlying those performance rights, he would be issued 361,879 ordinary shares in September 2023 for no consideration. Further details in relation to the acquisition of those performance rights are contained in the Company's 2020 notice of annual general meeting; and
  - At the 2019 AGM, shareholders approved the acquisition by Mr. Mackender of 238,544 performance rights under the FY20 LTIP Tranche (and up to 238,544 fully paid ordinary shares in the Company underlying and issued in the accordance with the terms of those, performance rights). Assuming that Mr. Mackender is entitled to be issued all of the shares underlying those performance rights, he would be issued 238,544 ordinary shares in September 2022 for no consideration. Further details in relation to the acquisition of those performance rights are contained in the Company's 2019 notice of annual general meeting.
- f) No consideration is payable by Mr. Mackender for any performance rights granted to him (or ordinary shares underlying those performance rights issued to him) under the FY22 LTIP Tranche.

- g) No performance rights have been granted, and no ordinary shares underlying those performance rights have been issued, to Mr. Mackender under the FY22 LTIP Tranche.
- h) Mr. Mackender is the only director, associate of a director or other person referred to in rule 10.14 who may be granted performance rights under the FY22 LTIP Tranche (or issued shares underlying those performance rights). As at the date of this notice of meeting, no securities have been issued under the FY22 LTIP Tranche to any director or other person referred to in rule 10.14.
- i) No loans have been given by the Company in relation to the grant of performance rights or acquisition of shares.
- j) Each annual report of the Company relating to a period in which performance rights or shares have been issued, granted to, or acquired by, a director, an associate of a director or other person referred to in rule 10.14 will include:
  1. details of any such issue, grant or acquisition; and
  2. a statement that approval for the issue of those securities to those persons was obtained under rule 10.14.
- k) Any additional persons referred to in rule 10.14 who become entitled to participate in the FY22 LTIP Tranche after resolution 5 has been passed and who were not named in this notice of this meeting will not participate in the FY22 LTIP Tranche until approval is obtained under rule 10.14 of the ASX Listing Rules.
- l) If resolution 5 is passed, the performance rights will be granted to Mr. Mackender as soon as reasonably practicable following the AGM. Any underlying shares which Mr. Mackender is entitled to acquire will be issued within 14 days of the later of the date that the Company determines that the vesting conditions have been met and the date on which the Company releases its results for the financial year ended 30 June 2024, which will be on or before 30 August 2024.

The directors (other than Mr. Mackender) recommend that shareholders vote in favour of resolution 5.

## Resolution 6 – Refresh of placement capacity

On 21 July 2021, the Company and its subsidiary, Service Stream Holdings Pty Ltd (ACN 008 027 978) (**SSH**), entered into a conditional share sale agreement to acquire 100% of Lendlease Services Pty Ltd (ACN 081 540 847) from Lendlease Services (Holdings) Pty Limited (ACN 115 499 691) for an enterprise value of \$310 million, less adjustments for debt and debt-like items (**Acquisition**). The Company also announced on 21 July 2021 that it would be undertaking a fully underwritten equity raising (**Equity Raising**) to partially fund the Acquisition, comprising:

- an institutional placement of ~\$61.9 million (**Placement**); and
- a 1 for 3 accelerated, pro rata non-renounceable entitlement offer (**Entitlement Offer**) of ~\$123.1 million, comprising an institutional entitlement offer and a retail entitlement offer.

Further details in relation to the Acquisition and the Equity Raising are set out in the Company's ASX announcement and Investor Presentation dated 21 July 2021.

Under the Placement the Company issued 68,757,806 new fully paid ordinary shares at an issue price

## Notice of Annual General Meeting

of \$0.90 per new share to professional and sophisticated investors on 2 August 2021 (**Issue Date**). The Company obtained a standard waiver from the ASX from Listing Rule 7.1 to enable the Company to undertake the Placement with an expanded placement capacity given the Entitlement Offer was fully underwritten.

Broadly speaking, and subject to a number of exceptions, ASX Listing Rule 7.1 limits the amount of equity securities that a listed company can issue without the approval of its shareholders over any 12-month period to 15% of the number of fully paid ordinary securities it had on issue at the start of that period. The Placement did not fit within any of the exceptions.

As it has not been approved by the Company's shareholders, the Placement used up part of the Company's 15% limit under ASX Listing Rule 7.1. This reduces the Company's capacity to issue further equity securities without shareholder approval under ASX Listing Rule 7.1 for the 12-month period following the Issue Date.

ASX Listing Rule 7.4 allows the shareholders of a listed company to approve an issue of equity securities after it has been made. If they do so, the issue is taken to have been approved under Listing Rule 7.1 and does not reduce the company's capacity to issue further equity securities without shareholder approval under that rule.

The Company wishes to retain flexibility to issue additional equity securities in the 12-month period following the Issue Date without having to obtain shareholder approval within that 15% annual limit for such issues under ASX Listing Rule 7.1. To this end, this resolution seeks shareholder approval for the Placement under and for the purposes of ASX Listing Rule 7.4.

If this resolution is passed, the Placement will be excluded in calculating the Company's 15% limit in ASX Listing Rule 7.1, effectively increasing the number of equity securities it can issue without shareholder approval over the 12-month period following the Issue Date.

If this resolution is not passed, the Placement will be included in calculating the Company's 15% limit in ASX Listing Rule 7.1, effectively decreasing the number of equity securities it can issue without shareholder approval over the 12-month period following the Issue Date and reducing the financial flexibility available to the Company during a time of economic uncertainty.

### Information required by Listing Rule 7.5

Pursuant to and in accordance with Listing Rule 7.5, the following information is provided in relation to the proposed approval of the Placement:

- Number and class of shares issued for which approval is sought: 68,757,806 ordinary shares;
- Issue price of shares: \$0.90 per share;
- Date of issue: 2 August 2021;
- Terms of the shares: The shares were issued on the same terms as existing shares on issue;
- Names of the persons to whom the Company issued the shares or the basis on which those persons were determined: The shares were issued to existing and new professional and sophisticated investors under the Placement and were introduced by lead manager Ord Minnett Pty Ltd; and
- Use of funds: To partially fund the Acquisition.

The directors recommend that shareholders vote in favour of resolution 6.

## Resolution 7 – Financial Assistance

This section of the Explanatory Statement has been prepared in connection with a proposed resolution of the Company to approve the giving of financial assistance by each of Lendlease Services Pty Limited, Westlink (Services) Pty Limited (ACN 096 511 376) and Enersafe Pty Ltd (ACN 120 507 066) (each an **LLS Entity**) within the meaning of section 260A of the Corporations Act (**Financial Assistance Resolution**).

### 1. Transaction

#### The Acquisition

The Company, through its subsidiary SSH, proposes to acquire all of the issued share capital of Lendlease Services Pty Limited (an LLS Entity) pursuant to a share sale agreement dated 21 July 2021 between, among others, SSM and Lendlease Services (Holdings) Pty Limited (ACN 115 499 691). Further details concerning the Acquisition can be found in the Company's ASX announcement dated 21 July 2021. As the Company has previously noted, completion of the Acquisition is subject to a number of conditions, including obtaining certain change of control consents. The Company expects to complete the Acquisition in or around November ("Completion").

Subject to Completion occurring, the Company will become the Ultimate Australian Holding Company of each LLS Entity immediately after the completion of the Acquisition.

#### Financing

In connection with the Acquisition and other associated transactions, and subject to Completion occurring, it is proposed that each LLS Entity will enter into one or more financing documents as described in Schedule 1 to this Explanatory Statement, including without limitation:

- a) the accession letter to the Facility Agreement (as defined below) ("**Accession Letter**") pursuant to which, among other things:
  1. the LLS Entity will accede to the syndicated facility agreement dated 24 November 2020 (as amended from time to time) between, among others, the Company, SSH, the financial institutions listed in Schedule 2 of that document (together "**Lenders**"), Commonwealth Bank of Australia and CBA Corporate Services (NSW) Pty Ltd (ACN 072 765 434) ("**Security Trustee**") as amended from time to time (the "**Facility Agreement**"); and
  2. the LLS Entity will provide certain representations, warranties, undertakings, covenants and indemnities in favour of the Lenders;
- b) the accession deed to the Security Trust Deed (as defined below) ("**STD Accession Deed**") pursuant to which, among other things:
  1. the LLS Entity will accede to the security trust deed dated 24 November 2020 between, among others, SSH and Security Trustee (the "**Security Trust Deed**"); and
  2. the LLS Entity will provide a guarantee and indemnity in favour of the Security Trustee for all amounts owing under the Facility Agreement and any other Finance Documents (as defined in the Security Trust Deed); and
- c) a general security deed over all or substantially all of the LLS Entity's assets in favour of the Security Trustee (the "General Security Deed").

## Notice of Annual General Meeting

Under the Facility Agreement, the Lenders make facilities available to SSH which may be used by SSH to finance, among other things:

- a) the Acquisition and to pay associated transaction expenses; and
- b) the working capital requirements and other general corporate purposes of the Group (as defined in the Facility Agreement),

(together with any subsequent refinancing or replacement of the facilities under the Facility Agreement or replacement of other Finance Documents (as defined in the Facility Agreement), referred to as the “Financing”).

The Acquisition and the Financing together are referred to as the “**Transaction**”.

### **2. Background to the requirement for the Financial Assistance Resolution**

#### **Restrictions on companies giving financial assistance**

Pursuant to section 260A(1) of the Corporations Act, a company may financially assist a person to acquire shares (or units of shares) in the company or a holding company of the company only if:

- a) giving the assistance does not materially prejudice:
  1. the interests of the company or its shareholders; or
  2. the company’s ability to pay its creditors;
- b) the assistance is approved by shareholders under section 260B of the Corporations Act; or
- c) the assistance is exempted under section 260C of the Corporations Act.

The requirements for shareholder approval under section 260B of the Corporations Act are described below.

#### **Shareholder approval of financial assistance**

Under section 260B(1) of the Corporations Act, for a company to financially assist a person to acquire shares (or units of shares) in itself or its holding company, the financial assistance must be approved by:

a special resolution passed at a general meeting of the company, with no votes being cast in favour of the resolution by the person acquiring the shares (or units of shares) or by their associates; or

a resolution agreed to, at a general meeting, by all ordinary shareholders.

If, immediately after the acquisition, the company will be a subsidiary of another domestic corporation that is listed in Australia (“Ultimate Australian Holding Company”), then the financial assistance must also be approved by a special resolution passed under section 260B(2) of the Corporations Act at a general meeting of that Ultimate Australian Holding Company.

#### **Shareholder approval**

The purpose of this section of the Explanatory Statement is to explain in further detail the proposed Financial Assistance Resolution set out in the notice of meeting and the financial assistance proposed to be provided in connection with the Acquisition.

### **3. Effect of the proposed financial assistance**

The provision of guarantees and indemnities under the Security Trust Deed, the grant of security and/or the execution of one or more of the financing documents described in Schedule 1 to this Explanatory Statement may involve the provision of financial assistance by each LLS Entity in connection with the Transaction, including without limitation:

- a) (joint and several liability): the LLS Entity will assume a joint and several liability with the borrowers and/or other guarantors;
- b) (guarantee and indemnities): the Lenders may be entitled to claim by way of guarantee and indemnities provided by the LLS Entity, in whole or in part, any amounts owed under the Facility Agreement or other financing documents;
- c) (enforcement of security): the Lenders, by instructing the Security Trustee, may be entitled to enforce the security granted by the LLS Entity and apply the proceeds of enforcement towards repayment of the amounts owed under the Facility Agreement or other financing documents;
- d) (representations and warranties and undertakings): the LLS Entity will provide certain representations, warranties and undertakings, and have certain restrictions imposed on the ability to:
  1. grant further security over its assets or dispose of assets;
  2. make distributions to its shareholders; and
  3. incur further financial indebtedness;
- e) (event of default): the LLS Entity will be subject to certain events of default under the Facility Agreement or other financing documents; and
- f) (other support): the LLS Entity may be required to make available directly or indirectly its cash flows (whether through dividends, capital distributions, intercompany loans or otherwise) or other resources in order to enable the borrowers and/or other guarantors to comply with their payment and other obligations under the Facility Agreement or other financing documents.

### **4. Reasons for giving financial assistance**

The main reasons for the giving of the financial assistance described above in connection with the Transaction are:

- a) it benefits each LLS Entity to assist its holding company to raise money in order to later provide its subsidiaries with finance on better terms than would be available to each LLS Entity on a stand-alone basis;
- b) each LLS Entity is interested in the financial wellbeing of its holding company, and so it is in the LLS Entity's interests to assist its holding company to raise money, because the holding company provides its subsidiaries with skill or with management and with other services;
- c) it is a condition of the Financing that each LLS Entity accede and provide security and guarantees. If each LLS Entity does not comply with that condition in the time specified in the Facility Agreement, this will be an event of default and the Company will be forced to refinance on worse terms (which may include not being able to provide each LLS Entity with finance); and
- d) it is a reasonable and necessary part of obtaining finance on the most favourable terms. Obtaining a facility of this nature without that requirement would have been difficult and would have resulted in



funding being obtained on more restrictive and expensive terms.

**5. Financial Assistance Resolution**

To summarise, it is proposed that the giving by each LLS Entity of the financial assistance in connection with the Transaction be approved by the shareholders of the Company passing the Financial Assistance Resolution pursuant to section 260B(2) of the Corporations Act.

Shareholders of the Company may vote either for or against the Financial Assistance Resolution. The Financial Assistance Resolution will be passed if at least 75% of shareholders of the Company entitled to vote on the Financial Assistance Resolution vote in favour of the resolution.

**6. Prior notice to Australian Securities & Investments Commission (“ASIC”)**

As required by section 260B(5) of the Corporations Act, copies of this notice of meeting and this Explanatory Statement as sent to the shareholders were lodged with ASIC before their dispatch to the shareholders.

**7. Disclosure**

The directors consider that the notice of meeting and this Explanatory Statement contains all information known to the Company that would be material to the shareholders in deciding how to vote on the proposed resolution other than information which it would be unreasonable to require the Company to include because it has been previously disclosed to the shareholders of the Company.

**8. Directors’ recommendation**

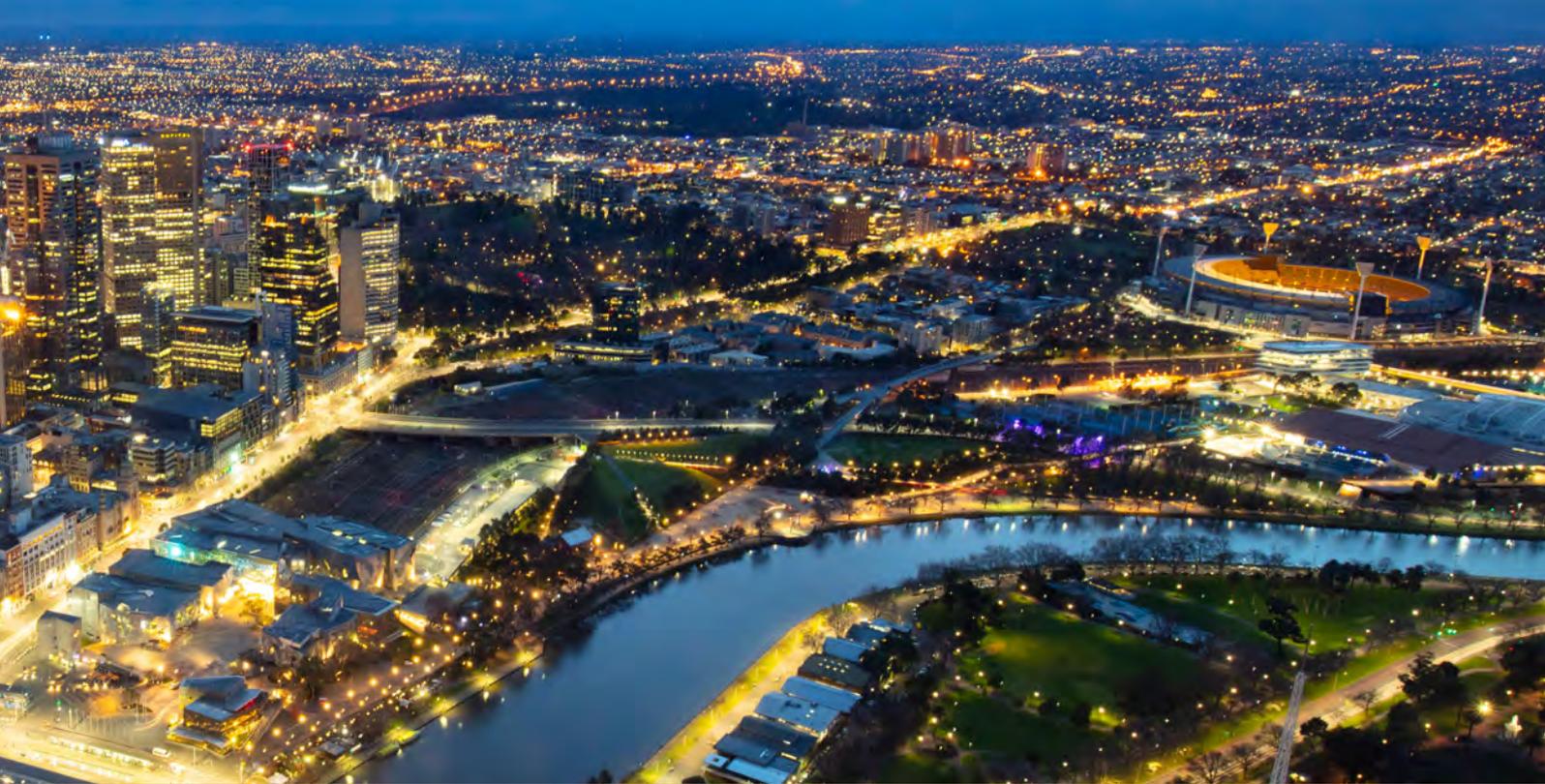
The directors recommend that shareholders vote in favour of resolution 7.

## Schedule 1 – Financing Documents

Any and all agreements, deeds, instruments, consents, forms, notices, letters and other documents in connection with the Financing, including without limitation, any of the documents listed below to which an LLS Entity is expressed to be a party:

- a) Accession Letter;
- b) STD Accession Deed;
- c) General Security Deed;
- d) any other accession documents to the Facility Agreement and/or other Finance Documents (as defined in the Facility Agreement);
- e) any other Finance Document (as defined in the Facility Agreement);
- f) any other agreement (including any novation agreement) between the LLS Entity and a Finance Party (as defined in the Facility Agreement) in relation to any derivative, swap, forward contract, futures contract, financial option or other hedging or risk management transaction, including any master agreement and any transaction or confirmation under it;
- g) any Verification Certificate (as defined in the Facility Agreement) or other certificate to be provided in connection with the Transaction;
- h) any other document under which the LLS Entity raises debt facilities, provides a guarantee, indemnity and/or security, including in relation to obligations in connection with any subsequent refinancing or replacement of the facilities under the Facility Agreement or other Finance Document (as defined in the Facility Agreement) from time to time;
- i) any document referred to in, defined or scheduled in or appended to any of the above;
- j) any direction, request, consent, notice or other written communication to be given under any document referred to in or contemplated by any of the above;
- k) any document amending, varying, supplementing, replacing or novating any of the above;
- l) any other document which is substantially the same in form and substance to any of the above but has a different title or description or different parties; and
- m) any other document which is required or contemplated by or which may be necessary or desirable to give effect to the transactions contemplated by the above.





## Corporate Directory

### DIRECTORS

Brett Gallagher  
Leigh Mackender  
Peter Dempsey  
Greg Adcock  
Tom Coen  
Deborah Page AM  
Elizabeth Ward

### COMPANY SECRETARY

Chris Chapman  
Jamie O'Brien

### REGISTERED OFFICE

Level 4  
357 Collins Street  
Melbourne Victoria 3000  
  
Tel: +61 3 9677 8888  
Fax: +61 3 9677 8877  
[www.servicestream.com.au](http://www.servicestream.com.au)

### BANKERS

Australia & New Zealand Banking Group  
Commonwealth Bank of Australia  
HSBC Bank Australia Limited  
National Australia Bank  
Westpac Banking Corporation

### SHARE REGISTRY

Computershare Investor Services  
Pty Limited  
Yarra Falls  
452 Johnston Street  
Abbotsford Victoria 3067

Tel: 1300 850 505 (within Australia)  
+61 3 9415 4000 (outside Australia)  
Fax: +61 3 9473 2500

### AUDITORS

PricewaterhouseCoopers



SSM

MR SAM SAMPLE  
FLAT 123  
123 SAMPLE STREET  
THE SAMPLE HILL  
SAMPLE ESTATE  
SAMPLEVILLE VIC 3030

## Need assistance?

 **Phone:**  
1300 850 505 (within Australia)  
+61 3 9415 4000 (outside Australia)

 **Online:**  
[www.investorcentre.com/contact](http://www.investorcentre.com/contact)



## YOUR VOTE IS IMPORTANT

or your proxy appointment to be effective it must be received by **10.00am (Melbourne time) on Monday, 18 October 2021.**

# Proxy Form

## How to Vote on Items of Business

All your securities will be voted in accordance with your directions.

### APPOINTMENT OF PROXY

**Voting 100% of your holding:** Direct your proxy how to vote by marking one of the boxes opposite each item of business. If you do not mark a box your proxy may vote or abstain as they choose (to the extent permitted by law). If you mark more than one box on an item your vote will be invalid on that item.

**Voting a portion of your holding:** Indicate a portion of your voting rights by inserting the percentage or number of securities you wish to vote in the For, Against or Abstain box or boxes. The sum of the votes cast must not exceed your voting entitlement or 100%.

**Appointing a second proxy:** You are entitled to appoint up to two proxies to attend the meeting and vote on a poll. If you appoint two proxies you must specify the percentage of votes or number of securities for each proxy, otherwise each proxy may exercise half of the votes. When appointing a second proxy write both names and the percentage of votes or number of securities for each in Step 1 overleaf.

**A proxy need not be a securityholder of the Company.**

## SIGNING INSTRUCTIONS FOR POSTAL FORMS

**Individual:** Where the holding is in one name, the securityholder must sign.

**Joint Holding:** Where the holding is in more than one name, all of the securityholders should sign.

**Power of Attorney:** If you have not already lodged the Power of Attorney with the registry, please attach a certified photocopy of the Power of Attorney to this form when you return it.

**Companies:** Where the company has a Sole Director who is also the Sole Company Secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a Company Secretary, a Sole Director can also sign alone. Otherwise this form must be signed by a Director jointly with either another Director or a Company Secretary. Please sign in the appropriate place to indicate the office held. Delete titles as applicable.

## ATTENDING THE MEETING

The Annual General Meeting of Service Stream Limited will be conducted online at 10.00am (Melbourne time) on Wednesday 20 October 2021. Instructions on how to attend the meeting are on Service Stream's website at <https://www.servicestream.com.au/investors/annual-general-meetings>.

### Corporate Representative

If a representative of a corporate securityholder or proxy is to attend the meeting you will need to provide the appropriate "Appointment of Corporate Representative" prior to admission. A form may be obtained from Computershare or online at [www.investorcentre.com/au](http://www.investorcentre.com/au) under the help tab, "Printable Forms".

## Lodge your Proxy Form:

**XX**

### Online:

Lodge your vote online at [www.investorvote.com.au](http://www.investorvote.com.au) using your secure access information or use your mobile device to scan the personalised QR code.

Your secure access information is



**Control Number: 999999**  
**SRN/HIN: I9999999999**  
**PIN: 99999**

For Intermediary Online subscribers (custodians) go to [www.intermediaryonline.com](http://www.intermediaryonline.com)

### By Mail:

Computershare Investor Services Pty Limited  
GPO Box 242  
Melbourne VIC 3001  
Australia

### By Fax:

1800 783 447 within Australia or  
+61 3 9473 2555 outside Australia



**PLEASE NOTE:** For security reasons it is important that you keep your SRN/HIN confidential.

MR SAM SAMPLE  
FLAT 123  
123 SAMPLE STREET  
THE SAMPLE HILL  
SAMPLE ESTATE  
SAMPLEVILLE VIC 3030

**Change of address.** If incorrect, mark this box and make the correction in the space to the left. Securityholders sponsored by a broker (reference number commences with 'X') should advise your broker of any changes.



I 9999999999

I ND

# Proxy Form

Please mark  to indicate your directions

## Step 1 Appoint a Proxy to Vote on Your Behalf

XX

I/We being a member/s of Service Stream Limited hereby appoint

the Chairman of the Meeting **OR**

**PLEASE NOTE:** Leave this box blank if you have selected the Chairman of the Meeting. Do not insert your own name(s).

or failing the individual or body corporate named, or if no individual or body corporate is named, the Chairman of the Meeting, as my/our proxy to act generally at the meeting on my/our behalf and to vote in accordance with the following directions (or if no directions have been given, and to the extent permitted by law, as the proxy sees fit) at the Annual General Meeting of Service Stream Limited to be held online at <https://web.lumiagm.com/329758354> on Wednesday, 20 October 2021 at 10.00am (Melbourne time) and at any adjournment or postponement of that meeting.

**Chairman authorised to exercise undirected proxies on remuneration related resolutions:** Where I/we have appointed the Chairman of the Meeting as my/our proxy (or the Chairman becomes my/our proxy by default), I/we expressly authorise the Chairman to exercise my/our proxy on Resolutions 1 and 5 (except where I/we have indicated a different voting intention in step 2) even though Resolutions 1 and 5 are connected directly or indirectly with the remuneration of a member of key management personnel, which includes the Chairman.

**Important Note:** If the Chairman of the Meeting is (or becomes) your proxy you can direct the Chairman to vote for or against or abstain from voting on Resolutions 1 and 5 by marking the appropriate box in step 2.

## Step 2 Items of Business

**PLEASE NOTE:** If you mark the **Abstain** box for an item, you are directing your proxy not to vote on your behalf on a poll and your votes will not be counted in computing the required majority.

	For	Against	Abstain
Resolution 1 Adoption of remuneration report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 2 Re-election of Brett Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 3 Re-election of Deborah Page AM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 4 Election of Elizabeth Ward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 5 Acquisition of securities by Leigh Mackender under the FY22 Tranche of the Company's Long-Term Incentive Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 6 Refresh of placement capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution 7 Financial Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Chairman of the Meeting intends to vote undirected proxies in favour of each item of business. In exceptional circumstances, the Chairman of the Meeting may change his/her voting intention on any resolution, in which case an ASX announcement will be made.

## Step 3 Signature of Securityholder(s) *This section must be completed.*

Individual or Securityholder 1  Securityholder 2  Securityholder 3  / /  
Sole Director & Sole Company Secretary Director Director/Company Secretary Date

**Update your communication details** (Optional)

Mobile Number  Email Address   
By providing your email address, you consent to receive future Notice of Meeting & Proxy communications electronically

