

# WU07

## Notice of progress report in a winding-up by the court



Companies House

For further information, please  
refer to our guidance at  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number 0 2 3 8 8 1 8 7

Company name in full Spectrum Radio Limited

#### › Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Allister

Surname Manson

### 3 Liquidator's address

Building name/number 322 High Holborn

Street

Post town London

County/Region

Postcode W C 1 V 7 P B

Country

### 4 Liquidator's name ①

Full forename(s) Stella

Surname Davis

#### ① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number 322 High Holborn

Street

Post town London

County/Region

Postcode W C 1 V 7 P B

Country

#### ② Other liquidator

Use this section to tell us about  
another liquidator.

# WU07

## Notice of progress report in a winding-up by the court


### 6 Period of progress report

From date	1	1	0	2	2	0	2	3	
To date	1	0	0	2	2	0	2	4	

### 7 Progress report

☒ The progress report is attached

### 8 Sign and date

Liquidator's signature	Signature 	
Signature date	<sup>d</sup> 1 <sup>d</sup> 6 <sup>m</sup> 0 <sup>m</sup> 2 <sup>y</sup> 2 <sup>y</sup> 0 <sup>y</sup> 2 <sup>y</sup> 4	

**Presenter information**

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Allister Manson

Opus Restructuring LLP

322 High Holborn

London

Postcode

W C 1 V 7 P B

DX

020 3326 6454

**Checklist**

**We may return forms completed incorrectly or with information missing.**

**Please make sure you have remembered the following:**

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.

**Important information**

**All information on this form will appear on the public record.**

**Where to send**

**You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:**

The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ.  
DX 33050 Cardiff.

**Further information**

For further information please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

This form is available in an alternative format. Please visit the forms page on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

**High Court of Justice Reference No. 008298 of 2019**

**Spectrum Radio Limited  
(In Liquidation)**

**The Liquidator's Progress Report to 10 February 2024**

**Allister Manson**

**Stella Davis**

**Opus Restructuring LLP**

**322 High Holborn, London, WC1V 7PB**

**0203 326 6454**

**LondonHQ@opusllp.com**

This report has been prepared for the sole purpose of updating the creditors and members for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

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## 1. EXECUTIVE SUMMARY

This report describes the progress of the liquidation between 11 February 2023 to 10 February 2024 ("the Review Period").

A summary of key information in this report is detailed below.

### Asset realisations

Asset	Estimated to realise per Statement of Affairs (£)	Realisations to date (£)	Anticipated future realisations (£)	Total anticipated realisations (£)
Computer Equipment	Nil	640.00	Nil	640.00
Book Debts	29,400.56	8,008.30	Nil	8,008.30
Bank Interest Gross	Nil	106.84	5.00	111.84
Petty Cash	Nil	143.20	Nil	143.20
Furniture & Equipment	Nil	2,174.00	Nil	2,174.00
Deposit on Creditor's Petition	Nil	1,600.00	Nil	1,600.00
Cash in Hand	Nil	5,000.00	Nil	5,000.00
Initial Purchase of Potential Actions	Nil	50,000.00	Nil	50,000.00
<b>Total</b>	<b>29,400.56</b>	<b>67,672.34</b>	<b>5.00</b>	<b>67,677.34</b>

### Expenses

Expense	Original estimate (£)	Expenses Paid to date (£)	Anticipated further expense to closure (£)	Total anticipated expense (£)
Joint Liquidators' fees	99,514.44	46,000.00	53,514.44	99,514.44
Solicitors' fees	150,000.00	NIL	150,000.00	150,000.00
Agents' fees	2,630.84	2,630.84	NIL	2,630.84
OR Administration Fee	5,000.00	5,000.00	NIL	5,000.00
BIS Bank Charges	238.00	354.40	61.70	416.10
Document Storage	1,500.00	463.49	405.50	868.99
Wealth Report	5,600.00	NIL	NIL	NIL
Advertising	250.00	94.50	100.00	194.50
Accounting Fees	500.00	NIL	500.00	500.00
Book Debt Collection Fee	3,400.00	783.00	NIL	783.00
Pension Report	900.00	150.00	NIL	150.00
OR General Fee	6,000.00	6,000.00	NIL	6,000.00
Bonding	990.00	160.00	830.00	990.00
Case Management Fee	230.00	185.00	NIL	185.00
Land Registry Searches	24.00	24.00	NIL	24.00
Opus Pear Tree Forensics	50,000.00	NIL	NIL	NIL
Postage	81.18	22.91	20.95	43.86
<b>Total</b>	<b>326,858.46</b>	<b>61,889.51</b>	<b>205,432.59</b>	<b>267,322.10</b>

### Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Preferential creditors	Nil	Uncertain
Unsecured creditors	Nil	Uncertain

### Summary of key issues outstanding

- Continuing enquiries into the potential actions that have been purchased by Manolete Partners, a leading firm of insolvency litigation funders.

## 2. ASSET REALISATIONS

The Liquidators' receipts and payments account for the period ending 10 February 2024 is attached at Appendix II. The rest of this report describes the key developments in the liquidation over the Review Period. For a detailed list of work undertaken by the Joint Liquidator as a whole, see Appendix V.

### Asset Summary

According to the Official Receiver's observations, the assets of the Company had a total estimated value of £25,000 which comprised principally as below:

Asset	Estimated To Realise (£)	Realised to Date (£)
Book Debts	20,000.00	8,008.83
Cash in Hand	5,000.00	5,000.00
Office Equipment	0.00	2,174.00
<b>Total</b>	<b>25,000.00</b>	<b>15,182.83</b>

### Bank Interest Gross

A sum of £86.98 has been received into the estate account during the Review Period of which £17.40 has been deducted at source by the Insolvency Service.

### Purchase of Potential Actions by Litigation Funders

Litigation funders, Manolete Partners, have purchased the rights to advance certain legal actions in respect of dealings prior to the Company entering liquidation. Due to the confidential nature of the potential actions at this stage, no further information can be provided, other than, should these actions ultimately prove to be successful and monies be recovered, funds will be paid into the estate in line with the terms and conditions agreed with the litigation funders.

### Payments

All payments that have been made are detailed in the Receipt and Payments Account at Appendix II and further details provided in the executive summary.

### 3. ADMINISTRATION (INCLUDING STATUTORY REPORTING)

The Joint Liquidator is required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the liquidation, which ensures that the Joint Liquidator and their staff carry out their work to high professional standards.

Material administrative tasks carried out in the review period include

- Consulting with and instructing staff and independent advisers as regards practical, technical and legal aspects of the case to ensure efficient progress;
- Maintaining case files, which must include records to show and explain the administration and any decisions made by the Joint Liquidator that materially affect the administration;
- Monitoring and maintaining an adequate statutory bond;
- Conducting periodic case reviews to ensure that the liquidation is progressing efficiently, effectively and in line with the statutory requirements;
- Issuing an annual progress report to creditors and members;
- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments;
- Assisting the Litigation funder with their ongoing actions for the benefit of the estate.

### 4. INVESTIGATION

Since their appointment, the Joint Liquidators have carried out investigations into the affairs of the Company and these enquiries remain ongoing. Due to the confidential nature of the enquiries being carried out, no further information will be provided at this stage.

### 5. CREDITORS' CLAIMS AND DIVIDEND PROSPECTS

Since the last progress report, the Joint Liquidator has carried out the following main tasks in this category:

- maintained creditor information on the system; and
- Dealt with creditor queries as and when they arise.

#### **Secured Creditor**

There are no known outstanding charges registered against the Company.

#### **Preferential creditors**

Four employees were made redundant upon the Company entering Liquidation. The relevant information for employees to submit claims has been made to the Redundancy Payments Office and information and help has been given to employees to enable them to submit their claims online.

The final claim from the Redundancy Payments Service has not yet been received.

### **Unsecured Creditors**

HMRC was shown to be owed £187,168.13. A claim of £186,217.01 has been received.

The trade and expense creditors as per the statement of affairs totalled £523,218.88. Please be advised that proofs of debt are still being received and therefore the total value of unsecured claims is not known at present.

## **6. ETHICS**

Please also be advised that Joint Liquidator is bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

### **General ethical considerations**

During the Review Period, no new threats to compliance with the Code of Ethics have been identified.

### **Specialist Advice and Services**

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Joint Liquidator is obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. Details of the specialists specifically chosen in this matter are detailed below.

It should be noted that during the reporting period, no new instructions have been made by the Joint Liquidators.

## **7. THE LIQUIDATORS' FEES AND EXPENSES**

On 27 April 2021, a decision was made by creditors that the Joint Liquidators' fees should be fixed on the following basis:

- (i) the time properly given by the Joint Liquidators and their staff in attending to matters as set out in the fees estimate, such time to be charged at the prevailing standard hourly charge out rates used by Opus Restructuring LLP at the time the work is performed (plus VAT);

The time costs incurred during the Review Period are detailed at Appendix III and set out in Appendix IV are the charge-out rates of the Joint Liquidators and their staff. Fees totalling £2,000 plus VAT has been drawn during the Review Period.

A breakdown of the time costs incurred during the Review Period and for the Liquidation as a whole is provided at Appendix III and further information regarding the charge-out rates of the Joint Liquidators and their staff is provided at Appendix IV.

## Expenses

**An amended Statement of Insolvency Practice (SIP), SIP 9, was issued on 1 April 2021. The amended SIP 9 has changed some of the terminology and introduced additional disclosure requirements. The information below may therefore not reflect the information previously provided.**

The expenses, which include disbursements, that have been incurred and not yet paid during the period are detailed below. Also below is a comparison of the expenses likely to be incurred in the Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

The category 1 expenses paid for in the Review Period are detailed on the Receipts and Payments account at Appendix II and represent payments to parties not associated with the firm, who have provided services or goods for the administration of the assignment.

The category 2 expenses paid for in the Review Period are detailed on the Receipts and Payments account at Appendix II. The basis of calculation of this category of expense was disclosed to creditors prior to their approval, which was given on 27 April 2021, and are also detailed below. Please note that some category 2 expenses that have previously been approved and their estimated costs or basis of their cost provided as part of the expenses estimate may not be discharged from the estate from 1 April 2021 and these are detailed below.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and expenses policy may be found at [www.opusllp.com/restructuring-insolvency/creditor-fee-guide/](http://www.opusllp.com/restructuring-insolvency/creditor-fee-guide/). A hard copy of both the Creditors' Guide and the firm's charge-out rate and expenses policy may be obtained on request.

## Other Professional Costs

No Professional Costs have been incurred and paid during the Review Period.

## Comparison of estimates

The Liquidators' time costs incurred to date (whether or not they have been charged to the liquidation estate) are compared with the original fees estimate as follows:

**Spectrum Radio Limited (In Liquidation)**  
**The Liquidators' Progress Report to 10 February 2024**

	Original fees estimate			Actual time costs incurred during the Review Period			Actual time costs incurred to date		
Work category	Number of hours	Blended hourly rate £ per hour	Total fees £	Number of hours	Average hourly rate £ per hour	Total time costs £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration (including statutory reporting)	121.60	248.68	30,239.48	10.20	260.54	2,657.50	124.90	231.27	26,227.50
Realisation of assets	62.00	281.43	17,448.66	3.50	272.14	952.50	69.20	277.53	19,205.00
Creditors (claims and distribution)	58.00	235.12	13,636.96	0.30	250.00	75.00	27.90	263.17	7,342.50
Investigations	156.50	236.36	36,990.34	0.20	350.00	70.00	146.60	237.98	34,887.50
Case Specific Matters	5.00	240.00	1,200.00	0.00	0.00	0.00	2.80	250.00	700.00
<b>TOTAL</b>	<b>403.10</b>	<b>246.87</b>	<b>99,514.44</b>	<b>14.20</b>	<b>264.44</b>	<b>3,755.00</b>	<b>371.40</b>	<b>245.07</b>	<b>91,020.00</b>

The expenses incurred to date are compared with the original expenses estimate as follows:

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £
Legal costs	150,000.00	NIL	NIL
Agents' and valuers' costs	2,630.84	NIL	2,630.84
Debt collection agency	3,400.00	NIL	783.00
ERA specialists	900.00	NIL	150.00
Accounting fees	500.00	NIL	NIL
Advertising	250.00	NIL	99.50
Wealth Report	5,600.00	NIL	NIL
Bonding	990.00	NIL	160.00
Document Storage	1,500.00	94.50	463.49
Case management software and website document access	230.00	NIL	185.00
postage	81.18	4.05	22.91
Official Receiver's Fees	11,000.00	NIL	11,000.00
BIS Bank Charges	238.00	88.30	354.40
HM Land Registry	24.00	NIL	24.00
<b>Category 2 expenses</b>			
Opus Pear Tree	50,000.00	NIL	NIL
<b>TOTAL</b>	<b>227,344.02</b>	<b>186.85</b>	<b>15,873.14</b>

Having regard for the costs that are likely to be incurred in bringing this liquidation to a close, the Joint Liquidators consider that:

- the original fees estimate is unlikely to be exceeded; and
- the original expenses estimate is unlikely to be exceeded.

**8. CREDITORS' RIGHT TO REQUEST INFORMATION AND TO CHALLENGE THE LIQUIDATOR'S FEES AND EXPENSES**

An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Liquidators' fees and expenses within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

**9. CONCLUSION**

The Joint Liquidators will continue to undertake ongoing enquiries to assist in the bringing of potential legal actions acquired by litigation funders. (These represent the main outstanding matters that prevent this case from being closed).

If you require any further information, please contact Craig Jarvis on 01908 087 220 or at [Craig.jarvis@opusllp.com](mailto:Craig.jarvis@opusllp.com).



**Allister Manson**  
Joint Liquidator

**16 February 2024**

**Spectrum Radio Limited (IN LIQUIDATION)****STATUTORY INFORMATION**

Company Name	Spectrum Radio Limited
Previous Names	
Proceedings	In Liquidation
Court	High Court of Justice
Court Reference	008298 of 2019
Date of Appointment	11 February 2020
Joint Liquidator	Allister Manson Opus Restructuring LLP 322 High Holborn, London, WC1V 7PB
Registered office address	c/o Opus Restructuring LLP 322 High Holborn, London, WC1V 7PB
Company Number	02388187

**DEFINITIONS**

The Act	Insolvency Act 1986
The Rules	Insolvency Rules 1986 or Insolvency (England & Wales) Rules 2016 (whichever applied at the time of the event)
The Joint Liquidator	Allister Manson of Opus Restructuring LLP
The Company	Spectrum Radio Limited (in Liquidation)
The Court	High Court of Justice
SIP	Statement of Insolvency Practice
Review Period	Period covered by the report from 11 February 2023 to 10 February 2024

**Spectrum Radio Limited**  
**(IN LIQUIDATION)**

**THE LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT**

S of A £		From 11/02/23	From 11/02/20
		To 10/02/24	To 10/02/24
<b>ASSET REALISATIONS</b>			
	Computer Equipment	NIL	640.00
29,400.56	Book Debts	NIL	8,008.30
	Bank Interest Gross	86.98	106.84
	Petty Cash	NIL	143.20
	Deposit on Creditor's Petition	NIL	1,600.00
	Furniture & Equipment	NIL	2,174.00
	Cash in Hand	NIL	5,000.00
NIL	Initial Purchase of Potential Actions	NIL	50,000.00
29,400.56		86.98	67,672.34
<b>COST OF REALISATIONS</b>			
	BIS Bank Charges	(88.30)	(354.40)
	OR General Fee	NIL	(6,000.00)
	Administration Fee	NIL	(5,000.00)
	Petitioners Costs	NIL	(4,488.40)
	Specific Bond	NIL	(160.00)
	Office Holders Fees	(2,000.00)	(46,000.00)
	Agents/Valuers Fees (1)	NIL	(2,630.84)
	Storage Costs	(94.50)	(463.49)
	Statutory Advertising	NIL	(94.50)
	Case Management Fee	NIL	(185.00)
	Postage	(4.05)	(22.91)
	Land Registry Searches	NIL	(24.00)
	Pension Report	NIL	(150.00)
	Tax deducted at Source	(17.40)	(21.37)
	Debt Collection Fees	NIL	(783.00)
NIL		(2,204.25)	(66,377.91)
<b>PREFERENTIAL CREDITORS</b>			
(305.90)	Employee	NIL	NIL
(305.90)		NIL	NIL
<b>UNSECURED CREDITORS</b>			
(1,361.18)	Employee	NIL	NIL
(710,387.01)	Trade Creditor	NIL	NIL
(711,748.19)		NIL	NIL
(682,653.53)		(2,117.27)	1,294.43
<b>REPRESENTED BY</b>			
	Vat Control Account		419.71
	S Davis & A Manson Joint Liq's of Spectrum Radio Limited		874.75
			1,294.43

**Allister Manson**  
**Joint Liquidator**

**Spectrum Radio Limited  
(IN LIQUIDATION)**

**THE LIQUIDATORS' TIME COSTS**

**Between 11 February 2023 and 10 February 2024**

<b>Classification of work function</b>	<b>Partner/Director</b>	<b>Manager</b>	<b>Other Senior Professionals</b>	<b>Assistants &amp; Support Staff</b>	<b>Total Hours</b>	<b>Time Cost</b>	<b>Average Hourly Rate</b>
Administration & Planning	1.90	7.10	0.00	1.20	10.20	2,657.50	260.54
Investigations	0.20	0.00	0.00	0.00	0.20	70.00	350.00
Realisation of Assets	0.00	3.50	0.00	0.00	3.50	952.50	272.14
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.30	0.00	0.00	0.30	75.00	250.00
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pre Appointment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Forensics	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total hours</b>	2.10	10.90	0.00	1.20	14.20		
<b>Time costs</b>	735.00	2,847.50	0.00	172.50		3,755.00	
<b>Average hourly rate</b>	350.00	261.24	0.00	143.75			264.44

<b>Description</b>	<b>Total Incurred £</b>	<b>Total Recovered £</b>
CAT 1 Postage	1.37	0.00
<b>Totals</b>	<b>1.37</b>	<b>0.00</b>

**Summary of Fees**

Time spent in administering the Assignment	<b>Hours</b>	14.20
Total value of time spent to 10 February 2024	<b>£</b>	3,755.00
Total Joint Liquidators' fees charged to 10 February 2024	<b>£</b>	46,000.00

## APPENDIX III

Between 11 February 2020 and 10 February 2024

Classification of work function	Partner/ Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost	Average Hourly Rate
<b>Administration &amp; Planning</b>							
Internal Documentation and IT	0.00	0.10	0.00	7.60	7.70	727.50	94.48
Case Planning	2.90	18.50	15.40	0.00	36.80	9,132.50	248.17
Case Reviews including MR1s/MR2s	0.70	14.70	1.50	0.00	16.90	4,757.50	281.51
Administrative Set Up	0.20	0.30	0.00	3.10	3.60	422.50	117.36
Appointment Notification	0.00	0.70	6.10	0.00	6.80	1,242.50	182.72
Maintenance of Records	0.00	0.70	2.00	0.00	2.70	625.00	231.48
Statutory Reporting and Compliance	1.50	7.10	7.70	0.00	16.30	4,145.00	254.29
Firms Administration - Feeing etc	1.50	4.80	0.60	0.00	6.90	1,852.50	268.48
Cashiering	0.40	7.10	2.20	6.70	16.40	3,455.00	210.67
Statutory forms	0.00	0.50	0.10	0.20	0.80	172.50	215.63
Post appointment Corporation tax	0.00	1.10	0.80	0.00	1.90	472.50	248.68
Post appointment VAT	0.00	3.70	0.80	0.00	4.50	1,105.00	245.56
File Review	0.00	0.10	1.60	0.30	2.00	415.00	207.50
Voting by Correspondence	0.00	0.00	1.60	0.00	1.60	360.00	225.00
	<b>7.20</b>	<b>59.40</b>	<b>40.40</b>	<b>17.90</b>	<b>124.90</b>	<b>28,885.00</b>	<b>231.27</b>
<b>Investigations</b>							
Other Investigations	0.30	20.90	74.30	0.00	95.50	21,882.50	229.14
Internal Documentation	0.10	0.60	0.00	0.00	0.70	207.50	296.43
Analysis of financial records	0.00	13.60	1.70	0.00	15.30	3,855.00	251.96
Investigation of Gratuitous Alienations	0.00	0.00	1.20	0.00	1.20	270.00	225.00
Investigation of Unfair Preferences	0.00	0.00	1.50	0.00	1.50	337.50	225.00
Legal Correspondence	0.00	11.90	0.40	0.00	12.30	3,212.50	261.18
Investigation of Transaction at an Undervalue	0.10	2.00	0.50	0.00	2.60	707.50	272.12
Correspondence with director	0.40	13.90	3.20	0.00	17.50	4,415.00	252.29
	<b>0.90</b>	<b>62.90</b>	<b>82.80</b>	<b>0.00</b>	<b>146.60</b>	<b>34,887.50</b>	<b>237.98</b>
<b>Realisation of Assets</b>							
Litigation	3.50	4.80	2.80	0.00	11.10	3,190.00	287.39
Debt Collection	0.20	9.80	10.70	0.00	20.70	4,585.00	221.50

# APPENDIX III

Insurance	0.00	0.00	0.20	0.00	0.20	35.00	175.00
Correspondence with Agent	0.00	1.80	7.90	0.00	9.70	2,057.50	212.11
Legal Matters	13.50	0.70	1.00	0.00	15.20	5,462.50	359.38
Identifying, securing, insuring assets	6.50	0.30	0.00	0.00	6.80	2,485.00	365.44
Other assets	0.00	2.90	0.80	0.00	3.70	917.50	247.97
Property, business and asset sales - general	0.00	0.70	0.00	0.00	0.70	192.50	275.00
Correspondence/calls and emails with solicitors	0.00	1.10	0.00	0.00	1.10	280.00	254.55
	<b>23.70</b>	<b>22.10</b>	<b>23.40</b>	<b>0.00</b>	<b>69.20</b>	<b>19,205.00</b>	<b>277.53</b>

<b>Creditors</b>							
Internal Documentation	0.00	0.00	0.00	0.50	0.50	37.50	75.00
Correspondence and telephone calls	0.00	0.00	0.70	0.00	0.70	142.50	203.57
Communication with creditors	7.00	9.60	4.60	0.00	21.20	6,020.00	283.96
Dealing with legal reps re creditors	0.00	0.20	0.00	0.00	0.20	65.00	325.00
Employee claims	0.00	1.00	3.50	0.00	4.50	882.50	196.11
Dealing with Trade & Expense Creditor Claims	0.00	0.60	0.20	0.00	0.80	195.00	243.75
	<b>7.00</b>	<b>11.40</b>	<b>9.00</b>	<b>0.50</b>	<b>27.90</b>	<b>7,342.50</b>	<b>263.17</b>

<b>Case Specific Matters</b>							
legal issues	0.00	0.50	0.00	0.00	0.50	162.50	325.00
Response to Regulatory Body	0.00	0.20	0.00	0.00	0.20	65.00	325.00
Pension Scheme	0.00	0.00	2.10	0.00	2.10	472.50	225.00
	<b>0.00</b>	<b>0.70</b>	<b>2.10</b>	<b>0.00</b>	<b>2.80</b>	<b>700.00</b>	<b>250.00</b>

<b>Total hours</b>	38.80	156.50	157.70	18.40	371.40		
<b>Time costs</b>	14,205.00	41,795.00	32,995.00	2,025.00	91,020.00		
<b>Average hourly rate</b>	366.11	267.06	209.23	110.05	245.07		

<b>Summary of Fees</b>		
Time spent in administering the Assignment	<b>Hours</b>	371.40
Total value of time spent to 10 February 2024	<b>£</b>	91,020.00
Total Joint Liquidators' fees charged to 10 February 2024	<b>£</b>	46,000.00

**Spectrum Radio Limited(IN LIQUIDATION)****CHARGE-OUT RATES AND BASES OF CATEGORY 2 EXPENSES****CHARGE OUT RATES**

Work undertaken on cases is recorded in 6-minute units in an electronic time recording system. Staff will be assigned on the basis of experience and specific skills to match the needs of the case. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. The current hourly charge-out rates are:

Grade of Staff	Rate from 4 May 2020
	Standard Rate £'s
Partner	375 – 425
Senior Manager / Associate Director / Director	275 - 350
Assistant Manager / Manager	250 – 275
Junior Administrator / Administrator / Senior Administrator	100 - 225
Cashier	150 - 175
Support Staff	100

The above rates are exclusive of VAT.

Time spent on case work is recorded directly to the relevant case and the nature of the work undertaken is recorded at that time. The work is recorded under the following categories:

- Administration and Planning
- Creditors
- Investigations
- Realisation of Assets
- Trading
- Cashiering
- Closing Procedures

On occasion it may be necessary to change the rates applicable to the work undertaken and if this occurs during the period of the assignment any material changes will be notified to creditors as part of the normal fee reporting procedures. Rates are likely to be subject to a periodic increase.

Details of historic charge out rates will be provided upon request.

## EXPENSES

Expenses are categorised as either Category 1 or Category 2.

### Category 1 Expenses:

These will generally comprise of external parties which will include the supplies of incidental services specifically identifiable to the case. Where these have initially been paid by Opus Restructuring LLP (Opus) and then recharged to the case, approval from creditors is required and are identified as Category 2 expenses. The amount recharged is the exact amount incurred.

Examples of Category 1 expenses include but are not limited to case advertising, invoiced travel, agents' costs and expenses, solicitors' fees and expenses, external room hire, bank charges, Insolv case management charge and properly reimbursed expenses incurred by personnel in connection with the case (including business mileage up to the HMRC approved rate for cases commenced before 1 November 2011). Also included will be services specific to the case where these cannot practically be provided internally such as printing, room hire and document storage.

Examples of these expenses include, but are not limited to, the following:

Category 1 Expenses – effective from 4 May 2020	Basis of Charge
Professional Advice e.g. costs of solicitors, agents & valuers, pension advisors, employment specialists etc.	Typically, on a time costs or fixed fee basis – the basis of charge will be agreed by the office holder so as to represent best value and will be provided in reports to creditors. The choice of professional advisors is based around a number of factors including, but not restricted to, their expertise in a particular field, the complexity or otherwise of the assignment and their geographic location.
Statutory & other Advertising	At cost incurred
Indemnity Bond	At cost of mandatory cover required in accordance with the Insolvency Act 1986 for each appointment
Insurance of Assets	At cost in relation to asset coverage requirements
Software licence fee	At actual cost
Travel	All forms other than mileage at actual cost
Subsistence	At cost incurred
Room Hire	All external venues at actual costs
Record Listing, Storage a& retrieval	At cost incurred
Printing & Postage costs of external provider	At cost incurred
Virtual Meeting Platform	At cost incurred

**Category 2 expenses:**

These include elements of shared or allocated costs incurred by Opus and are recharged to the estate; they are not attributed to the estate by a third-party invoice, and they do not include a profit element. These disbursements are recoverable in full, subject to the basis of the expense charge being approved by creditors in advance. Examples of Category 2 expenses are photocopying, all business mileage (for cases commencing on or after 1 November 2011). Payment of Category 2 expenses require the approval of creditors.

Included in Category 2 expenses are costs incurred with associated parties. These include Forensic work undertaken by Opus Pear Tree Limited.

Examples of Category 2 expenses include, but are not limited to, the following:

Category 2 Expenses – effective from 4 May 2020	Cost £
Mileage incurred as a result of necessary travel as per HMRC's approved rate (per mile)	£0.45
Physical file set-up cost (per file) this is the actual cost of the stationery used for the setting up of the file*	£6.00
Professional Services provided by non-Insolvency service lines within Opus Restructuring LLP or associated companies within the corporate group structure of Opus Restructuring LLP	As advised to creditors on a case by case basis.

\* The costs recharged are based upon the actual cost of the materials used or the costs which would have been incurred if that service had been sourced externally.

**VAT**

With the exception of Individual Voluntary Arrangements and Company Voluntary Arrangements which are VAT exempt, the office holders' remuneration and expenses invoiced to the insolvency estate will be subject to VAT at the prevailing rate.

**Creditors Rights**

Information about creditors rights can be obtained by visiting the creditors' information site published by the Association of Business Recovery Professionals (R3) at [www.creditorinsolvencyguide.co.uk](http://www.creditorinsolvencyguide.co.uk). Details about how an office holders' fees may be approved for each case type and challenged are available in a series of guides issued with SIP9 and can be accessed at [www.opusllp.com/restructuring-insolvency/creditor-fee-guide/](http://www.opusllp.com/restructuring-insolvency/creditor-fee-guide/). Alternatively hard copies of these documents may be requested free of charge from Opus' registered office.

**Spectrum Radio Limited (IN LIQUIDATION)****DETAILS OF WORK UNDERTAKEN BY THE JOINT LIQUIDATOR DURING THE REVIEW PERIOD**

General Description	Includes
Statutory and General Administration	
Statutory/advertising	Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns
Document maintenance/file review/checklist	Filing of documents Periodic file reviews documenting strategy Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Bank account administration	Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Reports	Preparing annual progress report
Investigations	
Litigation / Recoveries	Strategy meeting regarding litigation Seeking funding from creditors Reviewing terms of solicitors' conditional fee agreements Preparing brief to solicitors/Counsel Liaising with solicitors regarding recovery actions Dealing with ATE insurers
Realisation of Assets	
Other assets: motor vehicles, intangibles, intellectual property, VAT/corporation tax refunds, Insurance claims	Examining company records to support tax refunds Exchanges with government departments
Creditors and Distributions	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post to assist officer holder with ongoing investigations