

# CVA4

## Notice of termination or full implementation of voluntary arrangement



Companies House

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14/02/2020

#158

COMPANIES HOUSE

### 1 Company details

Company number 0 2 4 8 6 3 3 4

Company name in full GYG Holdings Ltd

→ Filling in this form  
Please complete in typescript or in  
bold black capitals.

### 2 Supervisor's name

Full forename(s) Mark

Surname Malone

### 3 Supervisor's address

Building name/number 3rd Floor, Temple Point

Street 1 Temple Row

Post town Birmingham

County/Region

Postcode B 2 5 L G

Country

### 4 Supervisor's name <sup>①</sup>

Full forename(s) Gareth

Surname Prince

① Other supervisor  
Use this section to tell us about  
another supervisor.

### 5 Supervisor's address <sup>②</sup>

Building name/number 3rd Floor, Temple Point

Street 1 Temple Row

Post town Birmingham

County/Region

Postcode B 2 5 L G

Country

② Other supervisor  
Use this section to tell us about  
another supervisor.

# CVA4

## Notice of termination or full implementation of voluntary arrangement

### 6 Date voluntary arrangement fully implemented or terminated

Date 

d	1	d	1	m	0	m	2	y	2	y	0	y	2	y	0
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### 7 Attachments

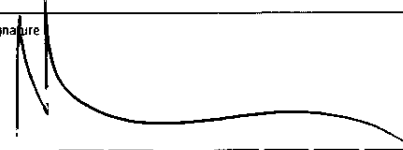
- ☒ I have attached a copy of the notice to creditors  
☒ I have attached the supervisor's report

### 8 Sign and date

Supervisor's signature

Supervisor's signature

X



X

Signature date 

d	1	d	2	m	0	m	2	y	2	y	0	y	2	y	0
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# CVA4

## Notice of termination or full implementation of voluntary arrangement



### 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.

Contact name **Louise Corbishley**

Company name **Begbies Traynor (Central) LLP**

Address **8th Floor**

**Temple Point**

Post town **1 Temple Row**

County/Region **Birmingham**

Postcode **B 2 5 L G**

Country

DX

Telephone **0121 200 8150**



### 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 and dated 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)**

## **NOTICE OF TERMINATION OF THE COMPANY VOLUNTARY ARRANGEMENT**

**GYG Holdings Ltd (Registered number: 02486334) ("the Company")**

This notice is given pursuant to Rule 2.44 of the Insolvency (England and Wales) Rules 2016 ("**the Rules**") and Standard Conditions 11 and 71 of the Arrangement.

### **Court details:**

Court Name: High Court of Justice, Chancery Division, Birmingham

Court Number: 8035 of 2014

### **Office-holder details:**


The Company entered the Voluntary Arrangement on 13 February 2014. Mark Malone and Gareth Prince, both of Begbies Traynor (Central) LLP were appointed as replacement Joint Supervisors on 25 January 2017 and 28 November 2018 respectively.

I hereby confirm that the Company's Voluntary Arrangement, which took effect on 13 February 2014, has been terminated as of 11 February 2020. Further information can be found in the Supervisors' final report and account dated 11 February 2020, a copy of which has been made available for viewing and downloading on a website.

### **Contact details**

The Supervisors' postal address is at Begbies Traynor, 8th Floor, Temple Point, 1 Temple Row, Birmingham, B2 5LG. In the event that creditors and members have any queries in relation to this notice, they should contact Louise Corbishley by telephone on 0121 200 8150, or by email at [birmingham@btguk.com](mailto:birmingham@btguk.com) or by post at the address detailed above.

Dated: 11 February 2020

Signed:  .....

**Mark A Malone**  
Joint Supervisor

**No 8035 of 2014**

Mark Malone and Gareth Prince appointed joint supervisors on 13 February 2014.

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**GYG Holdings Ltd**

**(Company Voluntary Arrangement)**

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Joint Supervisors' Final Report on termination  
of the Company's Voluntary Arrangement

Period: 13 February 2019 to 11 February 2020

### **Important Notice**

This report has been produced by the supervisors solely to comply with their statutory duty to report to creditors and members at the conclusion of the Voluntary Arrangement. 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 or members for any purpose other than this report to them or by any other person for any purpose whatsoever.

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- ❑ Introduction
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2. Joint supervisors' time costs and expenses

# 1. INTERPRETATION

<b><u>Expression</u></b>	<b><u>Meaning</u></b>
"the Company"	GYG Holdings Ltd (Under a Voluntary Arrangement)
"the Supervisors" "we" "us" "our" etc	Mark Malone of Begbies Traynor (Central) LLP, 8th Floor, Temple Point, 1 Temple Row, Birmingham, B2 5LG
	and
	Gareth Prince of Begbies Traynor (Central) LLP, 8th Floor, Temple Point, 1 Temple Row, Birmingham, B2 5LG
"the Arrangement"	The terms of the Proposal, Standard Conditions and any modifications (and/or variations) agreed by the Company's creditors
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016 (as amended)
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and  (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)

## 2. RELEVANT INFORMATION

Name of Company	GYG Holdings Ltd
Trading name(s):	GYG Holdings
Date of Incorporation:	23 December 1988
Company registered number:	02486334
Company registered office:	Temple Point, 1 Temple Row, Birmingham, B2 5LG
Commencement date of the Arrangement	13 February 2014
Duration of the Arrangement	5 years
Main provisions of the Arrangement	We anticipated a dividend of 67 pence in the pound to be available to all creditors. This was subject to the realisation of assets as set out in the proposal. The majority of the assets were contingent as previously explained.
Variations to the Arrangement since approval	Extension of arrangement for a period of up to twelve months in accordance with the proposal; approved by the Creditors on 13 February 2014
Dividend(s) paid to creditors	£Nil  There have been insufficient funds to enable any return to the creditors.
Anticipated dividend(s)	As above

## 3. INTRODUCTION

- 3.1 The Rules require that on final completion or termination of the CVA the joint supervisors are to send a report to creditors and members summarising all receipts and payments made by them in pursuance of the Arrangement. In addition, we are required to explain any departure from the proposal as originally approved and also the reasons why the arrangement has terminated.
- 3.2 This report to should be read in conjunction with the annual progress reports that we have produced and the documentation forming the basis of the Arrangement.

## 4. ABSTRACT OF RECEIPTS AND PAYMENTS

Please find at Appendix 1 an abstract which shows the receipts and payments during the period of this report as well as cumulative figures showing the receipts and payments since the date of our appointment. The abstract therefore summarises all receipts and payments made by us in our capacity as Supervisors. There have been no receipts or payments during the period.

Creditors should note that the director(s) have put the Supervisors in funds to issue the petition to wind up the Company.



## 5. PROGRESS DURING THE PERIOD OF THIS REPORT

- 5.1 Details of the Company's assets available to the CVA were included in the Director's Proposals dated 21 January 2014. Our previous progress reports have provided an update on each of the assets and our latest report, dated 7 January 2020, provides details of how the CVA terms have been breached.
- 5.1.1 To summarise, there have been insufficient contributions into the arrangement from the CVA assets which has resulted in there being no funds available to distribute to creditors. There are no other assets or third-party monies available to remedy the breach. For this reason and in accordance with the Standard Condition 71 (3), we exercised our discretion that under the arrangement we decided not to issue a notice of breach as it would have simply delayed the convening of a meeting to determine the route to termination whilst increasing costs to creditors.
- 5.1.2 Accordingly, we proceeded to seek a decision of the creditors by way of a decision procedure by virtual meeting. The details on the outcome of the meeting are provided in section 6 below.
- 5.2 **What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?**

*Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.*

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2. There is an analysis for the period covered by this report and also an analysis of time spent on the case since the date of our appointment. The details below relate to the work undertaken in the period covered by this report only. Our previous reports contain details of the work undertaken since our appointment.

### General case administration and planning

General case administration includes different categories such as cashiering, general case administration (filing, creditor correspondence) and dealing with sundry issues as and when they arise. Furthermore, this time cost comprises general maintenance of case files and keeping file notes and records of key issues, undertaking case reviews, compliance checks and dealing with general queries. The above are of no financial benefit to creditors although we are required to maintain records to demonstrate how the case was administered and to document the reasons for any decisions that materially affect the case.

### Compliance with the Insolvency Act, Rules and best practice

Other work undertaken during the period includes complying with our statutory obligations and best practice guidance. This included the preparation and circulation of the breach report and notice of decision procedure. Time has also been incurred preparing the meeting documentation, circulating the details of outcome of the meeting and petitioning to wind up of the Company. These items, listed above, are not necessarily financially beneficial to any class of creditor, but are requirements of the Statutory Regulations / The Insolvency Act and Rules.

Other matters which includes meetings, tax, litigation, pensions and travel

The time incurred relates to liaising with creditors and monitoring the votes received, preparing for and holding the virtual meeting at which we sought decision from the creditors on how they wished the supervisors to proceed following the breach.

## **6. EXPLANATION OF ANY DEPARTURE FROM THE PROPOSAL AS IT ORIGINALLY TOOK EFFECT AND WHY THE ARRANGEMENT HAS TERMINATED**

- 6.1 As previously advised, the duration of the arrangement has been extended for twelve months until 12 February 2020. This was because the Company's interest in a profit share relating to Macob Projects Limited (In Liquidation) ("MPL") had not yet been concluded. This issue has now been resolved and it is apparent that there will be no return to the Company from any of the previously listed assets and this represents a breach of the original arrangement.
- 6.2 As a result of the breach we sought a decision of the creditors by way of a qualifying decision procedure. At a virtual meeting (held by conference call) held on 27 January 2020, creditors resolved that the joint supervisors should issue a certificate terminating the voluntary arrangement by reason of the company's breach and petition for the winding up of the Company.
- 6.3 Following the meeting, solicitors were instructed to assist with issuing the petition to wind up the Company.
- 6.4 The Notice of Termination was issued on 11 February 2020.

## **7. OUTCOME FOR CREDITORS**

- 7.1 The total amount owed to creditors at the commencement of the Arrangement was £3,072,917 which included £944,992 due to the HM Revenue and Customs ("HMRC"), £880,351 due to Mr Roberts, a director/shareholder and £1,230,388 due to connected creditors; Macob Properties Limited and Percson Properties Limited.
- 7.2 The claim from HMRC was subsequently lodged in the sum of £859,332 and the claim from Julian Hodge Bank, which was included in the Proposals as uncertain, was crystallised at £1,510,000.
- 7.3 There has been no funds available to enable any return to the creditors of the CVA.

## **8. JOINT SUPERVISORS' REMUNERATION & DISBURSEMENTS**

Our remuneration has been fixed by reference to the time properly given by us (as Supervisors) and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP for attending to matters arising in the Arrangement and we are authorised to draw disbursements, including disbursements for services provided by our firm (defined as category 2 disbursements in Statement of Insolvency Practice 9) in accordance with our firm's policy, details of which are attached at Appendix 2 of this report.

Our time costs for the period from 13 February 2019 to 11 February 2020 amount to £16,173.50 which represents 52.4 hours at an average rate of £308.65 per hour. An analysis of time costs incurred in this period is attached at Appendix 2 showing the number of hours spent by each grade of staff on the

different types of work involved in the case, and giving the average hourly rate charged for each work type. It is intended that the Time Costs Analysis and the information contained in this report will provide sufficient information to enable creditors to consider the level of those fees in the context of the case. The following further information in relation to our time costs and disbursements is set out at Appendix 2:

- ☐ Begbies Traynor (Central) LLP's charging policy
- ☐ Time Costs Analysis for the period 13 February 2019 to 11 February 2020
- ☐ Cumulative Time Costs Analysis for the period from 13 February 2014 to 11 February 2020

For the period from 13 February 2019 to 11 February 2020 we have not drawn any remuneration or disbursements.

Furthermore, we confirm that to 11 February 2020 we have not drawn any remuneration or disbursements, including those that should be treated as category 2 disbursements.

A copy of 'Voluntary Arrangements – A Creditors' Guide to Insolvency Practitioners' Fees (E&W) 2011' which provides guidance on creditors' rights can be obtained online at [www.begbies-traynor.com/creditorsguides](http://www.begbies-traynor.com/creditorsguides). Alternatively, if you require a hard copy of the Guide, please contact my office and I will arrange to send you a copy.

#### **Expenditure incurred to date**

Solicitors, Charles Russell Speechly LLP, have been instructed to assist with issuing the petition to wind up the Company. Their costs to provide this assistance total £4,055.36 which comprises the court fee, advertisement costs, service of the petition and their time costs for providing advice. As detailed in section above, the Company's director(s) have put the Supervisors in funds to meet these costs.

## **9. OTHER RELEVANT INFORMATION**

#### **Use of personal information**

Finally, please note that notwithstanding that the CVA is being brought to an end, in the course of discharging our remaining duties as Supervisors, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies-traynorgroup.com/privacy-notice>. If you require a hard copy of the information, please contact us.

## **10. CONCLUSION**

In light of the above information and the issuing of the Notice of Termination, the Arrangement has come to an end. We have explained in previous correspondence our intentions regarding vacating office.



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**Mark A Malone**  
Joint Supervisor

Dated: 11 February 2020

## JOINT SUPERVISORS' ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 7 January 2020 to 11 February 2020

**Voluntary Arrangement of  
GYG Holdings Ltd  
Joint Supervisors' Summary of Receipts & Payments**

Statement of Affairs £		From 13/02/2019 To 11/02/2020 £	From 13/02/2014 To 11/02/2020 £
	SECURED ASSETS		
170,000.00	Freehold Land & Property	NIL	NIL
		NIL	NIL
	SECURED CREDITORS		
(160,000.00)	Barclays Bank Plc	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
NIL	Book Debts	NIL	NIL
NIL	Deferred Tax	NIL	NIL
NIL	Furniture & Equipment	NIL	NIL
Uncertain	Investment in GYG Exchange Limited	NIL	NIL
NIL	Stock/WIP	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(2,000.00)	Accruals and Deferred Income	NIL	NIL
(880,351.00)	Director's Loan Account - R J Roberts	NIL	NIL
(22,080.00)	H M Revenue & Customs - Class 1A	NIL	NIL
(607,470.00)	H M Revenue & Customs - Futures Sc	NIL	NIL
(126,450.00)	H M Revenue & Customs - PAYE	NIL	NIL
(188,992.00)	H M Revenue & Customs - VAT	NIL	NIL
(1,230,388.00)	Intercompany Creditors	NIL	NIL
Uncertain	JHB Guarantee	NIL	NIL
(10,000.00)	KMC (Pembroke) Limited	NIL	NIL
(4,000.00)	Sundry Creditors	NIL	NIL
(1,186.00)	Trade Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(3,063,017.00)</b>		<b>NIL</b>	<b>NIL</b>
	REPRESENTED BY		
			<b>NIL</b>

## JOINT SUPERVISORS' TIME COSTS AND EXPENSES

- a. Begbies Traynor (Central) LLP's charging policy;
- b. Time Costs Analysis for the period from 13 February 2019 to 11 February 2020 and
- c. Cumulative Time Costs Analysis for the period from 13 February 2014 to 11 February 2020

## **BEGBIES TRAYNOR CHARGING POLICY**

### **INTRODUCTION**

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance<sup>1</sup> requires that such information should be disclosed to those who are responsible for approving remuneration.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance<sup>2</sup> indicates that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

### **OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES**

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear in Appendix 3

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded at the individual's hourly rate in force at that time which is detailed in Appendix 3. This is only applicable to those cases where the office holder is remunerated on a time costs basis.

### **EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES**

Best practice guidance classifies expenses into two broad categories:

- ❑ *Category 1 disbursements (approval not required)* - specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- ❑ *Category 2 disbursements (approval required)* - items of expenditure that are directly related to the case which include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party.

(A) The following items of expenditure are charged to the case (subject to approval):

- Internal meeting room usage for the purpose of statutory meetings of creditors is charged at the rate of £100 per meeting;
- Car mileage is charged at the rate of 45 pence per mile;
- Storage of books and records (when not chargeable as a *Category 1 disbursement*) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates;

<sup>1</sup> Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales

<sup>2</sup> Ibid 1

*Expenses which should be treated as Category 2 disbursements (approval required)* – in addition to the two categories referred to above, best practice guidance indicates that where payments are to be made to outside parties in which the office holder or his firm or any associate has an interest, these should be treated as Category 2 disbursements.

(B) The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 disbursement*.

- Telephone and facsimile
- Printing and photocopying
- Stationery

## **BEGBIES TRAYNOR CHARGE-OUT RATES**

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions. The rates applying to the Birmingham office as at the date of this report are as follows:

<b>Grade of staff</b>	<b>Charge-out rate (£ per hour) 1 December 2018 – until further notice</b>
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Support	140

Prior to 1 December 2018, the following rates applied:

<b>Grade of staff</b>	<b>Charge-out rate (£ per hour)</b>
Partner	395
Director	345
Senior Manager	310
Manager	265
Assistant Manager	205
Senior Administrator	175
Administrator	135
Junior Administrator	110
Support	60 - 110

Time spent by support staff such as secretarial, administrative and cashiering staff is charged directly to cases. It is not carried as an overhead.

Time is recorded in 6 minute units.



SIP9 GYG Holdings Ltd - Company Voluntary Arrangement - 60GY002 CVA : Time Costs Analysis From 13/02/2019 To 11/02/2020

Start Grade	Consultant/Partner	Director	Sr Mgr	Mgr	Asst Mgr	Sr Admin	Admin	Jr Admin	Support	Total hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning			8.6	2.8					11.4	3,687.00	321.67
	Administration	4.5					4.2	4.9		13.6	3,648.50	268.27
	<b>Total for General Case Administration and Planning:</b>	<b>4.5</b>		<b>8.6</b>	<b>2.8</b>		<b>4.2</b>	<b>4.9</b>		<b>26.0</b>	<b>7,335.50</b>	<b>282.02</b>
	Appointment											0.00
Compliance with the Insolvency Act, Rules and best practice	Banking and Bonding						0.7		0.4	1.1	178.50	162.27
	Case Closure	1.8		5.9						7.7	2,926.50	380.06
	Statutory reporting and statement of affairs	1.8		2.9	5.2		1.8	1.2		12.9	3,674.50	284.84
	<b>Total for Compliance with the Insolvency Act, Rules and best practice:</b>	<b>3.6</b>		<b>8.8</b>	<b>5.2</b>		<b>2.5</b>	<b>1.2</b>	<b>0.4</b>	<b>21.7</b>	<b>6,778.00</b>	<b>312.42</b>
Investigations	CCDA and investigations											0.00
	<b>Total for investigations:</b>											<b>0.00</b>
Realisation of assets	Debt collection											0.00
	Property, business and asset sales											0.00
	Retention of Title/Third party assets											0.00
	<b>Total for Realisation of assets:</b>											<b>0.00</b>
Trading	Trading											0.00
	<b>Total for Trading:</b>											<b>0.00</b>
Dealing with all creditors claims (including employees), correspondence and distributions	Secured											0.00
	Others				0.4					0.4	100.00	250.00
	Creditors committee											0.00
	<b>Total for Dealing with all creditors claims (including employees), correspondence and distributions:</b>				<b>0.4</b>					<b>0.4</b>	<b>100.00</b>	<b>250.00</b>
Other matters which includes seeking decisions of creditors, meetings, tax, litigation, pensions and travel	Seeking decisions of creditors			4.3						4.3	1,483.50	345.00
	Meetings	1.0								1.0	495.00	495.00
	Other											0.00
	Tax											0.00
	Litigation											0.00
	<b>Total for Other matters:</b>	<b>1.0</b>		<b>4.3</b>			<b>8.7</b>	<b>6.1</b>	<b>0.4</b>	<b>6.3</b>	<b>1,978.50</b>	<b>313.30</b>
	Total hours by staff grade:	9.1		21.7	8.4					52.4		
	Total time cost by staff grade:	4,904.50		7,485.50	2,100.00		1,172.50	854.00	56.00		16,173.50	
	Average hourly rate £:	495.00	0.00	345.00	250.00	0.00	175.00	140.00	140.00			308.65
	Total fees drawn to date £:										0.00	

SIP9 GYG Holdings Ltd - Company Voluntary Arrangement - 60GY002.CVA : Time Costs Analysis From 13/02/2014 To 11/02/2020

Staff Grade	Consultant/Partner	Director	Sr Mgr	Mgr	Asst Mgr	Sr Admin	Admin	Jr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning										17.3	5,179.50	299.39
Case planning												
Administration	6.8	14.8			6.6		11.0	4.9	0.2	44.3	12,006.00	271.02
<b>Total for General Case Administration and Planning:</b>	<b>6.8</b>	<b>14.8</b>			<b>11.3</b>		<b>11.0</b>	<b>4.9</b>	<b>0.2</b>	<b>61.6</b>	<b>17,185.50</b>	<b>277.39</b>
Compliance with the Insolvency Act, Rules and best practice												
Appointment					7.6							
Banking and Bonding												
Case Closure	1.6			0.1			0.8		0.8	7.6	1,558.00	205.00
Statutory reporting and statement of affairs	3.6	3.6		11.3	30.4		4.4	1.2		77	2,928.50	380.06
<b>Total for Compliance with the Insolvency Act, Rules and best practice:</b>	<b>5.6</b>	<b>3.6</b>		<b>17.3</b>	<b>38.0</b>		<b>5.2</b>	<b>1.2</b>	<b>0.8</b>	<b>71.8</b>	<b>18,471.00</b>	<b>258.90</b>
Investigations												
CDDA and investigations												0.00
<b>Total for Investigations:</b>												<b>0.00</b>
Realisation of assets												
Debt collection												0.00
Property, business and asset sales					0.5					0.5	102.50	205.00
Retention of Title/third party assets												0.00
<b>Total for Realisation of assets:</b>					<b>0.5</b>					<b>0.5</b>	<b>102.50</b>	<b>205.00</b>
Trading												0.00
Trading												0.00
<b>Total for Trading:</b>												<b>0.00</b>
Dealing with all creditors claims (including employees), distributions												
Secured												0.00
Others	2.1	2.0			4.6					8.7	2,480.50	285.11
Creditors committee												0.00
<b>Total for Dealing with all creditors claims (including employees), distributions:</b>	<b>2.1</b>	<b>2.0</b>			<b>4.6</b>					<b>8.7</b>	<b>2,480.50</b>	<b>285.11</b>
Other matters which includes dealing with all creditors, vendors, pensioners and travel												
Seeking decisions of creditors				4.3						4.3	1,483.50	345.00
Meetings	2.5									2.5	1,087.50	435.00
Other												0.00
Tax				0.2						0.2	53.00	265.00
Litigation												0.00
<b>Total for Other matters:</b>	<b>2.5</b>			<b>4.5</b>						<b>7.0</b>	<b>2,624.00</b>	<b>374.86</b>
Total hours by staff grade:	17.0	20.6		34.4	54.4		16.2	6.1	1.0	146.7		
Total time cost by staff grade:	7,875.00	7,107.00		10,652.00	11,750.50		2,503.00	854.00	122.00		40,863.50	
Average hourly rate £:	451.47	345.00	0.00	315.47	216.00	0.00	154.51	140.00	122.00			272.97
Total fees drawn to date £:											0.00	