

The Insolvency Act 1986

**Administrator's progress report**

Name of Company

Tribune Business Systems Ltd

Company number

02824628

In the  
High Court of Justice, Chancery Division,  
Companies Court

(full name of court)

Court case number  
1128 of 2014(a) Insert full  
name(s) and  
address(es) of  
administrator(s)We (a)  
Philip Lewis Armstrong  
FRP Advisory LLP  
110 Cannon Street  
London  
EC4N 6EUGeoffrey Paul Rowley  
FRP Advisory LLP  
110 Cannon Street  
London  
EC4N 6EU

administrator(s) of the above company attach a progress report for the period

From

To

(b) Insert date

(b) 25 August 2014

(b) 16 January 2015

Signed

Joint Administrator

Dated

26/1/15

MONDAY



A26

\*A41DEPIA\*

16/02/2015

#53

COMPANIES HOUSE



**FRP Advisory LLP**  
110 Cannon Street  
London  
EC4N 6EU  
Tel: +44 (0)20 3005 4000  
Fax: +44 (0)20 3005 4400  
www.frpadvisory.com

**To All Creditors**

your ref:

our ref: T0728LON/AO081/J

date: 26 January 2015

Please ask for: Oliver Raban

Dear Sirs

**TRIBUNE BUSINESS SYSTEMS LTD (IN ADMINISTRATION) ("TBS")**  
**TRIBUNE CONSULTING SERVICES LTD (IN ADMINISTRATION) ("TCS")**  
**TRIBUNE SUPPORT SERVICES LTD (IN ADMINISTRATION) ("TSS")**  
**(TOGETHER "THE COMPANIES" OR "THE GROUP")**  
**IN THE HIGH COURT OF JUSTICE, CHANCERY DIVISION, COMPANIES COURT NOS. 1128, 1127**  
**AND 1126 OF 2014**

Further to my appointment as Joint Administrator of the Companies on 25 February 2014 ("the date of appointment"), I provide my progress report on these administrations for the period 25 August 2014 to 16 January 2015 ("the Period") in accordance with Rule 2.47 of the Insolvency Rules 1986 ("IR'86").

The following information is attached in respect of each of the Companies:

- Appendix A - Statutory information regarding the Companies and the appointment of the Joint Administrators,
- Appendix B - Form 2.24B, formal notice of the progress report,
- Appendix C - Receipts and payments account,
- Appendix D - Details of my firms' time costs and disbursements,
- Appendix E - Statement of expenses, and
- Appendix F - Copy of the Proposals for each of the Companies.

#### **1. The Administrators' Proposals**

1.1 The objectives of each administration as defined in the Insolvency Act 1986 ("IA'86") are as follows:

- (a) To rescue the Company as a going concern, failing which;
- (b) To achieve a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in administration), failing which;
- (c) To realise property in order to make a distribution to one or more secured or preferential creditors

1.2 It is not expected that objective (a) can be achieved in relation to any of the Companies as it is not expected that sufficient realisations will be made to restore the Companies to solvency due to the extent of their liabilities.

1.3 The purpose of each administration, as at the date the Joint Administrators' Proposals Report was circulated, was objective (b), to achieve a better result for creditors as a whole than would have been likely had the Company been wound up without first being in administration.

1.4 The Joint Administrators' proposals were sent to all creditors on 16 April 2014 and were approved at the respective creditors' meetings of held on 2 May 2014. Copies of these proposals can be found at Appendix F of this report

AO081

## **2. Extension of the Administration**

- 2.1 As detailed in Section 2.9 and 2.10 of this report, the book debt collections for TBS and TCS are still ongoing. Furthermore, as detailed in section 2.14 of this report, TSS has an unsecured claim in the liquidation of Zentek Solutions Limited ("Zentek") and a dividend should be available to all unsecured creditors of Zentek in due course.
- 2.2 Given the administrations are shortly due to expire it is now necessary to seek an extension to the period of administration for each of the Companies in accordance with Paragraph 76 Schedule B1 of the IA'86. As there are no secured creditors in any of the Companies, the Joint Administrators are requesting the unsecured creditors of each of the Companies provide their authority to extend the periods of administration for a further 6 months beyond their initial terms which are due to expire on 24 February 2015.
- 2.3 It is my duty as Joint Administrator to realise all of the Companies' assets, and should the extensions not be obtained all further realisations, as detailed in paragraph 2.9, 2.10 and 2.14 of this report, will be lost.
- 2.4 There will be a cost implication of the extensions which will be based on the time costs incurred by the Joint Administrators and their staff, as well as our solicitors dealing with matters in any of the administrations.
- 2.5 The extension was not envisaged at the time of writing the Joint Administrators' Proposals Report as it was believed that all assets would be realised within 12 months.
- 2.6 I believe there would be a positive implication for the preferential creditors of TBS of obtaining the extension as I anticipate the extension would facilitate sufficient book debt realisation for a larger distribution to preferential creditors than is currently available.

## **3. Progress of the Administration**

- 3.1 I attach at Appendix C a receipts and payments account for each Company detailing transactions since my appointment as Joint Administrator. A breakdown of all asset realisations to date is outlined below.

### ***Cash at Bank***

- 3.2 Centric Commercial Finance ("Centric") provided an invoice financing facility to fund the Group's working capital requirement. At the date of appointment Centric held £59,633 and £60,075 for TBS and TCS respectively. These sums have been received into the respective administration bank accounts.
- 3.3 TBS held one bank account with a credit balance of £17,980 at the date of appointment and this amount has been received into the administration bank account.
- 3.4 The remaining £66 of cash at bank relates to petty cash collected from one of the trading premises.

### ***Sale of Assets***

- 3.5 A Sale Purchase Agreement ("SPA") was completed on 9 April 2014 where the majority of the chattel assets of TBS and TCS was sold to an unconnected third party ("the Purchaser") for the sum of £14,280. TBS was apportioned £11,354 for the majority of the computer equipment, and TCS was apportioned £2,926 for the remaining computer equipment and one van. A further unencumbered van was later sold at auction for £1,480. All chattel asset realisations are now complete.

- 3.6 Eddisons Commercial Ltd ("Eddisons"), an independent firm of valuation agents, were engaged to prepare an inventory of the assets, provide a valuation of the same on both a going concern basis and a break-up basis and maintained physical control of the assets prior to the completion of the SPA. Their pre-appointment fees were £2,000 and £1,000 for TBS and TCS respectively, and their post-appointment fees were £3,814 and £1,186 for TBS and TCS respectively.
- 3.7 Rosling King LLP were appointed as solicitors prior to my appointment as Joint Administrator of the Companies to deal with various matters including asset sale negotiations. Further information in relation to pre-appointment discussions can be found in my Proposals Report which was made available to all creditors on 16 April 2014. Pre-appointment fees of £1,317 for each of the Companies were agreed as an expense of the administrations at the relevant meetings of creditors on 2 May 2014.
- 3.8 The post-appointment fees charged by Rosling King LLP in relation to the production and completion of the SPA were £4,228 and £3,343 for TBS and TCS respectively.

### ***Book Debts***

- 3.9 TBS, TCS, and TSS had book debts of approximately £397,000, £29,000 and £16,000 respectively. Under the terms of the SPA, the Purchaser is collecting the book debts as agent for the Joint Administrators. There is a book debt collection fee payable, calculated as a percentage of all book debts recovered following 9 April 2014.
- 3.10 Total book debt collections for TBS and TCS equate to £123,168 and £602 respectively and the collection fees paid in relation to these book debts equate to £9,553 plus VAT and £103 plus VAT respectively
- 3.11 Of the remaining balance in the TBS book debt ledger, approximately £207,000 accounts for bad debts written off, credit notes raised post administration and reconciliation errors. The remaining potentially recoverable balance outstanding on the TBS book debt ledger is therefore approximately £67,000.
- 3.12 Of the remaining balance in the TCS book debt ledger, approximately £12,000 accounts for bad debts written off and reconciliation errors. The remaining potentially recoverable balance outstanding on the TCS book debt ledger is therefore approximately £16,000.
- 3.13 The TSS book debt ledger contained one outstanding invoice at the date of appointment. This invoice was in relation to an ongoing technology support agreement which was not satisfied. For this reason there will be no book debt realisations during the administration of TSS.
- 3.14 The debt collection process has been more difficult than expected and has therefore taken longer than anticipated. The debtors of each Company are either schools, academies, or colleges, each of whom must apply to the Education Funding Agency ("the EFA") for the allocation of funds in order to settle outstanding sums owed to the relevant Company. Once approved, the EFA requests the funds to be released by the Department for Education ("the DfE"). Due to these unforeseen delays, it is necessary for the Joint Administrators to obtain an extension to the administrations of TBS and TCS in order for all outstanding book debts to be realised.
- 3.15 A significant amount of time has been spent by my staff on the realisation of the book debts for both TBS and TCS. Due to a number of issues, including that mentioned in paragraph 2.12 of this report, it has been necessary for regular meetings and correspondence between my staff and the Purchaser. Furthermore, a large amount of company information, emails and financial material such as invoices proved difficult to extract, and were in many cases not sufficient in their original state to present to debtors.

### Other Debtors and Prepayments

- 3.16 TBS and TCS had prepayments at the date of appointment of £43,890 and £16,567 respectively. These are non-refundable and therefore irrecoverable

3 17 The TBS underlying records show a rent deposit of £11,000, however, given the rent arrears at the date of appointment, this amount is deemed irrecoverable.

3 18 TSS has a large unsecured claim in the liquidation of Zentek. The Joint Liquidators of Zentek anticipate that funds will become available to distribute to unsecured creditors, however the quantum and timing of any dividends still remain uncertain and will be subject to on-going enquiries.

#### ***Intercompany Balances***

3.19 TBS, TCS and TSS each show intercompany balances in their underlying records. These balances offset each other and no realisations are expected in this regard.

#### ***Corporation Tax***

3.20 At the date of appointment the underlying records of TBS and TSS show corporation tax refunds due of £211,066 and £4,022 respectively. Upon receipt of the latest set of corporation tax computations from the Companies' accountants and after an initial review, it is not anticipated that any refunds are due and the amounts stated above are therefore not recoverable.

#### ***Leasehold Properties***

3.21 There were three leasehold properties that were occupied by the Companies. Since my previous report I have surrendered each of the leases. Two of the properties remained occupied for a short period after the date of appointment to allow for the computer equipment to be collected by the Purchaser. The rent and service charge for this period, which has been paid in full by TBS, equated to £12,206 and £4,399 respectively.

#### ***Counter-Claim***

3 22 I have received advice from my solicitors that a claim was brought against TBS in 2013. On 13 January 2015 I was formally advised that there is a possibility of bringing a counter-claim against the claimants. We are currently reviewing whether it is in the interests of all creditors to pursue this option and more information will be available in my next statutory report.

### **4. Investigations**

4.1 Part of my duties include carrying out proportionate investigations into what assets the Companies have, including any potential claims against directors or other parties, and what recoveries could be made. I have reviewed the Group's books and records and accounting information, requested further information from the directors, and invited creditors to provide information on any concerns they have concerning the way in which the Group's business has been conducted. Having considered the information received, no further investigations or actions have been required.

4.2 A statutory report under the provisions of the Company Directors Disqualification Act 1986 was submitted to the Secretary of State for Business Innovation and Skills on the conduct of the directors for each Company. The content of these reports are confidential.

### **5. Estimated Outcome**

#### ***Outcome for Secured Creditor***

5 1 The Companies do not have any secured creditors

### ***Outcome for Preferential Creditors***

- 5.2 Preferential claims for TBS and TCS have now been finalised and amount to £72,131 and £13,086 respectively
- 5.3 Given the high level of book debt realisation, it is likely that, subject to costs of the administration, a distribution will be available to the preferential creditors of TBS. It is not possible to accurately estimate the quantum or timing of this dividend as it is dependent on further book debt realisations
- 5.4 Based on current information it is unlikely that any distribution will be made to the preferential creditors of TCS in these proceedings
- 5.5 TSS has no preferential creditors

### Outcome for Unsecured Creditors

- 5.6 As mentioned in my previous reports, the Joint Administrators have considered the possibility of a prescribed part for unsecured creditors under S176A of the IA'86
- 5.7 As there is no exposure to qualifying floating charge holders in these cases a prescribed part is not appropriate for any of the Companies.
- 5.8 Based upon current information, I do not anticipate a dividend being available to unsecured creditors in any of the Companies

## 6. Administrators' Pre-Appointment Costs

**TBS**

- 6.1 Pre-appointment costs totalling £22,500 were agreed as an expense of the administration at the meeting of creditors on 2 May 2014. These costs have been paid in full.

**TCS**

- 6.2 Pre-appointment costs totalling £17,500 were agreed as an expense of the administration at the meeting of creditors on 2 May 2014. These costs have been paid in full.

**TSS**

- 6.3 Pre-appointment costs totalling £2,328 were agreed as an expense of the administration at the meeting of creditors on 2 May 2014. These costs have not been paid due to insufficient asset realisations

## 7. Administrators' Remuneration, Disbursements and Expenses

- 7.1 Turning to my own costs in this matter, my remuneration as Joint Administrator is based on computerised records of all time spent on the administration of these cases. Matters dealt with during the assignments are dealt with by different members of staff depending on the level of complexity and experience required. Time is charged to the case in maximum of 6 minute units. Charge-out rates are based on individual expertise, qualification and grade. The costs of the firm's support staff are not directly charged to the estate unless dealing with directly identifiable case specific matters. Charge out rates are reviewed at least annually, details of FRP Advisory LLP charge out rates are included at Appendix D. A breakdown of my time costs incurred during the period of this report, and also since appointment, in accordance with Statement of Insolvency Practice 9 is set out at Appendix D.

- 7.2 At the creditors' meetings held on 2 May 2014 creditors of TBS, TCS and TSS passed resolutions that our remuneration should be calculated on a time cost basis. I have drawn fees to date of £96,667 and £20,000, both exclusive of VAT, in relation to TBS and TCS respectively. I have not drawn any fees in relation to TSS.
- 7.3 The Joint Administrators' disbursements are a recharge of actual costs incurred by the Joint Administrators on behalf of the Companies. Mileage payments made for expenses relating to the use of private vehicles for business travel, which is directly attributable to the insolvency estate, are paid by FRP Advisory LLP at the HMRC approved mileage rate prevailing at the time the mileage was incurred. Details of disbursement incurred during the period of this report are set out in Appendix D.
- 7.4 I attach at Appendix E a statement of expenses that have been incurred during the period covered by this report.
- 7.5 Creditors have a right to request further information from the Joint Administrators under Rule 2.48A of the IR'86 and further have a right to challenge the Administrators' remuneration and other expenses, which are first disclosed in this report, under Rule 2.109 of the IR'86. (For ease of reference these are the expenses incurred in the reporting period as set out in Appendix E only) Further details of these rights can be found in the Creditors' Guide to Fees which you can access using the link <http://creditors.frpadvisory.com/feesguide.htm> and select the one for administrations. Alternatively a hard copy of the relevant guide will be sent to you on request. Please note there is a time limit for requesting information being 21 days following the receipt of this progress report. There is a time limit of 8 weeks following the receipt of this report for a Court application that the remuneration or expenses are excessive.

If you have any queries about this report or the progress of the administration, please do not hesitate to contact Oliver Raban at this office.

Dated: 26 January 2015



**Philip Armstrong**  
**Joint Administrator**

Licensed in the United Kingdom by the Institute of Chartered Accountants in England & Wales

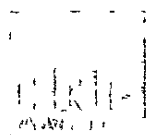
**The Joint Administrators act as agents of the Company and without personal liability.**

**The affairs, business and property of the Company are being managed by Philip Lewis Armstrong and Geoffrey Paul Rowley who were appointed Joint Administrators on 25 February 2014.**

**Statutory Information****Appendix A****TRIBUNE BUSINESS SYSTEMS LTD (IN ADMINISTRATION)**

Court in which administration proceedings were brought:	High Court of Justice Chancery Division Companies Court
Court reference number	1128
Other trading names:	None
Company's number:	02824628
Registered office:	2nd Floor 110 Cannon Street London EC4N 6EU
Previous registered office	Prospect House 58 Queens Road Reading RG1 4RP
Administrators' names and addresses:	Philip Lewis Armstrong and Geoffrey Paul Rowley FRP Advisory 110 Cannon Street London EC4N 6EU
Date of appointment.	25 February 2014
Appointed by.	The Directors
Previous office holders, if any:	None
Extensions to the initial period of appointment:	None

*The Joint Administrators act jointly and concurrently.*





**Statutory Information****Appendix A****TRIBUNE CONSULTING SERVICES LTD (IN ADMINISTRATION)**

Court in which administration proceedings were brought:	High Court of Justice Chancery Division Companies Court
Court reference number.	1127
Other trading names.	None
Company's number:	05639193
Registered office:	2nd Floor 110 Cannon Street London EC4N 6EU
Previous registered office:	Prospect House 58 Queens Road Reading RG1 4RP
Administrators' names and addresses:	Philip Lewis Armstrong and Geoffrey Paul Rowley FRP Advisory 110 Cannon Street London EC4N 6EU
Date of appointment:	25 February 2014
Appointed by.	The Directors
Previous office holders, if any.	None
Extensions to the initial period of appointment:	None
<i>The Joint Administrators act jointly and concurrently.</i>	

**Statutory Information****Appendix A****TRIBUNE SUPPORT SERVICES LTD (IN ADMINISTRATION)**

Court in which administration proceedings were brought:	High Court of Justice Chancery Division Companies Court
Court reference number	1126
Other trading names.	None
Company's number	04294870
Registered office:	2nd Floor 110 Cannon Street London EC4N 6EU
Previous registered office:	Prospect House 58 Queens Road Reading RG1 4RP
Administrators' names and addresses:	Philip Lewis Armstrong and Geoffrey Paul Rowley FRP Advisory 110 Cannon Street London EC4N 6EU
Date of appointment:	25 February 2014
Appointed by	The Directors
Previous office holders, if any	None
Extensions to the initial period of appointment.	None
<i>The Joint Administrators act jointly and concurrently.</i>	

**Tribune Business Systems Ltd**  
**(In Administration)**  
**Joint Administrators' Abstract of Receipts & Payments**

Statement of Affairs	From 25/08/2014 To 16/01/2015	From 25/02/2014 To 16/01/2015
	<b>ASSET REALISATIONS</b>	
20,000.00 Computer Equipment	NIL	11,353.64
246,640 00 Book Debts	82,292 77	123,167 76
11,000.00 Other Debtors & Prepayments	NIL	NIL
76,106 00 Cash at Bank	NIL	77,678.71
Rates Refund	NIL	155.05
Bank Interest Gross	23 46	104.25
	<u>82,316.23</u>	<u>212,459 41</u>
	<b>COST OF REALISATIONS</b>	
Pre-App Administrators' Remuneration	NIL	22,500.00
Sundry expenses	NIL	221.19
Preparation of S. of A	NIL	1,163.50
Administrators' Remuneration	56,667.00	96,667 00
Administrators' Disbursements	321 51	1,386.11
Payroll Services	160.00	160 00
Debt Collection Fees	9,552.71	9,552.71
Agents/Valuers Fees (1)	NIL	5,813.50
Agents/Valuers Disbursements	NIL	121 10
Legal Fees (1)	NIL	5,544 66
Legal Disbursements	NIL	79 95
Security costs	NIL	380.00
Storage Costs	715 40	715.40
Re-Direction of Mail	NIL	120.00
Statutory Advertising	NIL	141 00
Rents Payable	NIL	12,205 95
Services Charge	NIL	4,398.60
Insurance of Assets	NIL	1,057 88
	<u>(67,416 62)</u>	<u>(162,228.55)</u>
	<b>PREFERENTIAL CREDITORS</b>	
(58,750.00) Preferential Creditors	<u>NIL</u>	<u>NIL</u>
	NIL	NIL
	<b>UNSECURED CREDITORS</b>	
(2,906,591 00) Unsecured Creditors	<u>NIL</u>	<u>NIL</u>
	NIL	NIL
	<b>DISTRIBUTIONS</b>	
(1,835,839 00) Issued and Called Up Capital	<u>NIL</u>	<u>NIL</u>
	NIL	NIL
<b>(4,447,434.00)</b>	<b><u>14,899 61</u></b>	<b><u>50,230.86</u></b>
	<b>REPRESENTED BY</b>	
Vat Recoverable - Floating		21,707.51
IB Current Floating		28,523.35
		<u><b>50,230.86</b></u>

**Tribune Consulting Services Ltd**  
**(In Administration)**  
**Joint Administrators' Abstract of Receipts & Payments**

Statement of Affairs		From 25/08/2014 To 16/01/2015	From 25/02/2014 To 16/01/2015
	ASSET REALISATIONS		
3,000 00	Motor Vehicles	NIL	1,999.71
3,000.00	Computer Equipment	NIL	2,406.65
20,000.00	Book Debts	515 98	2,732 78
51,628 00	Cash at Bank	NIL	60,075.24
	Rates Refund	NIL	1,309.77
	Bank Interest Gross	13.80	70.66
	Road Tax Refund	NIL	110.00
		<u>529.78</u>	<u>68,704 81</u>
	COST OF REALISATIONS		
	Pre-App Administrators' Remuneration	NIL	17,500.00
	Administrators' Remuneration	NIL	20,000.00
	Administrators' Disbursements	NIL	178.74
	Payroll Expenses	160 00	160 00
	Debt Collection Fees	103 20	103.20
	Agents/Valuers Fees (1)	NIL	2,186 10
	Agents/Valuers Disbursements	NIL	472 70
	Legal Fees (1)	NIL	4,659.66
	Legal Disbursements	NIL	39.00
	Re-Direction of Mail	NIL	120.00
	Statutory Advertising	56 40	197 40
	Insurance of Assets	NIL	436 19
		<u>(319 60)</u>	<u>(46,052.99)</u>
	PREFERENTIAL CREDITORS		
(15,000 00)	Preferential Creditors	<u>NIL</u>	<u>NIL</u>
		NIL	NIL
	UNSECURED CREDITORS		
(1,035,399.00)	Unsecured Creditors	<u>NIL</u>	<u>NIL</u>
		NIL	NIL
	DISTRIBUTIONS		
(1 00)	Issued and Called Up Capital	<u>NIL</u>	<u>NIL</u>
		NIL	NIL
<b>(972,772.00)</b>		<b><u>210.18</u></b>	<b><u>22,651.82</u></b>
	REPRESENTED BY		
	Vat Recoverable - Floating		63.92
	IB Current Floating		22,587 90
			<b><u>22,651.82</u></b>

**Tribune Support Services Limited**  
**(In Administration)**  
**Joint Administrators' Abstract of Receipts & Payments**

Statement of Affairs		From 25/08/2014 To 16/01/2015	From 25/02/2014 To 16/01/2015
35,000 00	ASSET REALISATIONS Other Debtors and Prepayments	<u>NIL</u> NIL	<u>NIL</u> NIL
(621,147 00)	UNSECURED CREDITORS Unsecured Creditors	<u>NIL</u> NIL	<u>NIL</u> NIL
(100 00)	DISTRIBUTIONS Issued and Called Up Share Capital	<u>NIL</u> NIL	<u>NIL</u> NIL
<u>(586,247.00)</u>		<u><b>NIL</b></u>	<u><b>NIL</b></u>
	REPRESENTED BY		<u><b>NIL</b></u>



## Appendix D

## Tribune Business Systems Ltd (in Administration)

Time charged for the period 25 February 2014 to 16 January 2015

	2.75	14.00	64.40	66.78	12,387.50	221.23
Administration and Planning						
Travel		4.00		4.00	1,340.00	335.00
Case Control and Review	2.75	6.50	11.80	21.05	5,698.75	270.72
Case Accounting - General		0.25	16.25	16.65	3,256.25	195.57
General Administration		3.75	18.35	23.10	4,192.50	181.49
Insurance			4.70	4.70	905.00	192.55
Strategy		0.50	13.50	14.00	3,325.00	251.79
Fee and WIP			3.20	3.20	480.00	150.00
Asset Realisation	13.50	41.50	65.50	124.50	33,075.00	285.66
Asset Realisation	0.00	9.75	8.95	24.70	7,702.50	311.84
Freehold, Leasehold Property		3.75	12.50	16.25	3,390.00	208.62
Chattel Assets		2.75		2.75	1,086.25	395.00
Debt Collection	4.50	22.25	43.75	70.50	17,511.25	248.39
Legal-asset Realisation	3.00	2.00		5.00	2,275.00	465.00
Sale of Business			4.30	4.30	715.00	166.28
Other Assets		1.00		1.00	395.00	395.00
Creditors	5.50	23.45	76.45	133.40	29,897.75	324.57
Unsecured Creditors	5.50	10.20	42.70	56.40	13,897.75	237.96
Secured Creditors			1.20	1.20	180.00	150.00
Employees	8.75	13.35	13.35	51.10	10,793.75	211.23
HPV Leasing			5.10	5.10	795.00	155.68
ROT			11.40	11.40	2,270.00	198.12
Legal-Creditors	2.75			2.75	1,086.25	395.00
Pensioners			1.00	1.00	150.00	150.00
Lenders		1.75	0.30	2.05	725.00	363.68
Shareholders		0.40		0.40	60.00	150.00
Investigation	0.50	0.10	35.55	36.15	9,754.00	269.42
Investigatory work - Other			25.50	25.50	7,520.00	320.00
CDDA Equities	0.50	0.10	9.45	10.05	1,844.00	161.48
Legal - Investigations			2.60	2.60	390.00	150.00
Statutory Compliance	13.50	15.25	43.60	72.35	18,952.50	261.96
Post Appt TAX/VAT			3.90	3.90	565.00	150.00
Statutory Compliance - General	2.00		8.60	10.80	2,360.00	218.52
Statutory Reporting/ Meetings	3.50	11.00	28.60	43.10	10,257.50	237.99
Appointment Formalities	8.00			8.00	3,860.00	495.00
Settlement of Affairs		4.25	0.80	5.05	1,595.00	509.90
Bonding/ Statutory Advertising			1.50	1.50	225.00	150.00
Total Hours	35.75	95.30	292.80	453.10	111,138.75	245.26
Total Cost £	17,596.25	35,131.75	53,192.50			
Average Hourly Rate £	495.00	368.64	181.61			

Disbursements for the period  
25 February 2014 to 16 January 2015

Category 1	Value £
Company Search	4.00
Printing	4.10
Postage	780.06
Travel	45.90
Storage	225.51
Bonding	320.00
Category 2	
Car/Mileage Recharge	34.20
Grand Total	1,411.87

Mileage is charged at the HMRC rate  
prevailing at the time the cost was incurred

FRP Charge out rates	31.12.2013
Grants	275-495
Partner	220-455
Manager	65-275
Other Professionals	70-300
Support	



## Appendix D

## Tribune Business Systems Ltd (In Administration)

Time charged for the period 25 August 2014 to 16 January 2015

	0.25	5.00	20.50	0.05	25.50	5,620.00	214.39
Administration and Planning		5.00	7.00		13.05	3,208.15	250.48
Case Control and Review	0.25	5.00	7.30	0.05	7.35	1,306.25	207.65
Case Accounting - General			4.20		4.20	630.00	130.00
General Administration			0.20		0.20	30.00	130.00
Strategy			1.10		1.10	165.00	150.00
Fee and WIP							
Asset Realisation	6.50	14.75	25.50		47.85	13,033.75	272.39
Asst Realisation			0.70		0.70	105.00	150.00
Debt Collection	3.50	12.75	25.50		42.15	10,553.75	252.76
Legal-asset Realisation	3.00	2.00			5.00	2,275.00	455.00
Creditors		2.75		1.75	6.50	1,762.50	255.43
Unsecured Creditors			2.40		1.60	250.00	156.25
Employees			0.80	1.75	3.30	722.50	218.94
Legal-Creditors		0.75			2.00	780.00	305.00
Investigation		2.00	14.10		14.10	4,155.00	294.68
Investigatory work - Other			12.00		12.00	3,640.00	320.00
Legal - Investigations			2.10		2.10	315.00	150.00
Statutory Compliance		3.00	5.50		8.50	2,810.00	235.47
Post Appt TAX/VAT			2.00		2.00	500.00	150.00
Statutory Reporting/ Meetings		3.00	3.50		6.50	1,710.00	283.05
Total Hours	6.75	25.50	63.20	1.80	103.25	26,581.25	287.45
Total Cost £	3,341.25	10,072.50	13,847.50	320.00			
Average Hnly Rate £	435.00	355.00	185.06	177.78			

Disbursements for the period  
25 August 2014 to 16 January 2015

Category 1	Value £
Postage	208.27
Storage	140.00
<b>Grand Total</b>	<b>347.07</b>

Mileage is charged at the HMRC rate  
prevailing at the time the cost was incurred

FRP Charge out rates	1st July 2013
Goods	275-108
Partner	225-155
Manager	65-275
Other Professional	70-320
Support	



## Appendix D

## Tribune Consulting Services Ltd (In Administration)

Time charged for the period 25 February 2014 to 16 January 2015

	2.75	8.75	41.30	52.90	11,343.75	214.44
Administration and Planning						
Case Control and Review	2.75	4.50	10.80	18.05	4,758.75	263.64
Case Accounting - General	2.75		9.90	10.00	1,690.00	189.00
General Administration		3.75	13.50	17.25	3,300.00	191.30
Insurance			2.80	2.80	420.00	150.00
Strategy		0.50	1.80	2.30	600.00	260.87
Fee and WIP			2.50	2.50	375.00	150.00
Asset Realisation	9.50	8.25	34.60	52.35	12,655.00	245.56
Asset Realisation	7.00	5.75	4.80	17.55	6,140.00	349.88
Freehold/Leasehold Property			1.60	1.60	240.00	150.00
Chattel Assets		0.50		0.50	187.50	395.00
Debt Collection	2.50	2.00	26.00	30.50	5,927.50	194.34
Sale of Business			2.20	2.20	350.00	159.08
Creditors	4.00	0.50	13.20	30.95	6,596.25	213.13
Unsecured Creditors	4.00	0.50	10.55	15.05	3,905.00	259.47
Secured Creditors			0.80	0.80	120.00	150.00
Employees			3.05	14.30	2,451.25	171.42
HPI Leasing			0.50	0.50	75.00	150.00
ROT			0.30	0.30	45.00	150.00
Investigation	0.50	0.10	7.55	8.15	1,689.00	207.24
CDDA Enquiries	0.50	0.10	7.55	8.15	1,689.00	207.24
Statutory Compliance	5.50	10.50	33.10	49.10	11,458.00	233.20
Post Appt TAX/VAT			5.30	5.30	785.00	150.00
Statutory Compliance - General			4.80	4.80	720.00	150.00
Statutory Reporting/Meetings	3.00	5.50	20.90	29.40	6,882.50	227.30
Appointment Formalities	2.50	1.50	0.50	4.50	1,822.50	405.00
Statement of Affairs		3.50	0.60	4.10	1,280.00	312.20
Bonding/Statutory Advertising			1.00	1.00	150.00	150.00
Total Hours	22.25	78.10	131.75	193.45	43,934.00	227.11
Total Cost £	11,013.75	10,159.00	20,765.00	1,986.25		
Average Hourly Rate £	495.00	361.53	157.61	175.88		

Disbursements for the period  
25 February 2014 to 16 January 2015

Category 1	Value £
Company Search	1.00
Postage	88.87
Bonding	120.00
Grand Total	209.87

Mileage is charged at the HMV AC rate  
prevailing at the time the cost was incurred

FRP Charge out rates	At
Grade	31st July 2013
Partner	275-485
Manager	225-455
Other Professional	85-275
Support	70-320





## Appendix D

## Tribune Consulting Services Ltd (In Administration)

Time charged for the period 25 August 2014 to 16 January 2015

	Partner	Manager	Other Professional	Support	Total Hours	Total Cost	Average Rate
Admins	0.25	3.00	14.20		17.45	3,631.25	208.09
Case	0.25	3.00	7.80		11.05	2,478.75	224.32
Case Accounting - General			3.90		3.90	777.50	199.36
General Administration			1.80		1.80	270.00	150.00
Strategy			0.20		0.20	30.00	150.00
Fee and WIP			0.50		0.50	75.00	150.00
Asset Rn	2.50	0.50	19.10		22.10	4,300.00	194.57
Asset Realisation			0.60		0.60	90.00	150.00
Debt	2.50	0.50	18.50		21.50	4,210.00	195.81
Creditors			0.30	1.00	1.80	417.50	231.94
Unsecured Creditors			0.30		0.80	242.50	303.13
Employees				1.00	1.00	175.00	175.00
Statutory Compliance		2.00	6.40		8.40	1,750.00	208.33
Post Appt TAX/VAT			2.60		2.60	390.00	150.00
Statutory Reporting/ Meet		2.00	3.50		5.50	1,315.00	239.09
Appointment Formalities			0.30		0.30	45.00	150.00
Total Hour:	2.75	6.00	40.00	1.00	49.75	10,088.75	202.99
Total Cost:	1,361.25	2,370.00	6,192.50	175.00			
Average H:	495.00	385.00	154.81	175.00			

Disbursements for the period  
25 August 2014 to 16 January 2015

Category 1	Value £
Postage	30.93
Grand Total	30.93

Mileage is charged at the HMRC rate  
prevailing at the time the cost was incurred



## Appendix D

## Tribune Support Services Limited (In Administration)

Time charged for the period 25 February 2014 to 16 January 2015

	Partner	Finance	Other Professional	Support	Real Estate	Total Cost	Value £
Administration and Planning	1.75	4.25	8.45	0.10	14.55	3,978.75	273.45
Case Control and Review	1.75	2.00	1.60		5.35	1,898.25	354.44
Case Accounting - General			4.20	0.10	4.30	845.00	196.51
General Administration		1.75	1.10		2.85	760.00	266.67
Strategy		0.50	0.95		1.45	387.50	267.24
Fee and WIP			0.60		0.60	90.00	150.00
Asset Realization			2.20		2.20	350.00	159.09
Debt Collection			2.00		2.00	300.00	150.00
Sale of Business			0.20		0.20	50.00	250.00
Creditors			0.40		0.40	100.00	250.00
Unsecured Creditors			0.20		0.20	50.00	250.00
Employees			0.20		0.20	50.00	250.00
Investigation	0.50	1.60	4.10		6.20	1,665.50	268.79
Investigatory work - Other		1.50			1.50	510.00	340.00
CDDA Enquiries	0.50	0.10	3.70		4.30	1,096.50	255.00
Legal - Investigations			0.40		0.40	60.00	150.00
Statutory Compliance	4.00	6.00	7.65		17.65	5,200.00	294.62
Post Appt TAX/VAT			2.80		2.80	420.00	150.00
Statutory Compliance - General			1.50		1.50	225.00	150.00
Statutory Reporting/ Meetings	3.00	2.00	3.00		8.00	2,642.50	330.31
Appointment Formalities	1.00	1.50			2.50	1,005.00	402.00
Statement of Affairs		2.50	0.10		2.60	885.00	332.69
Bonding/ Statutory Advertising			0.25		0.25	42.50	170.00
<b>Total Hours</b>	<b>6.25</b>	<b>11.85</b>	<b>22.80</b>	<b>0.10</b>	<b>41.00</b>	<b>11,295.25</b>	<b>275.49</b>
<b>Total Cost £</b>	<b>3,093.75</b>	<b>4,166.50</b>	<b>4,007.50</b>	<b>27.50</b>			
<b>Average Hourly Rate £</b>	<b>495.00</b>	<b>351.60</b>	<b>175.77</b>	<b>275.00</b>			

## Disbursements for the period

25 February 2014 to 16 January 2015

Category 1	Value £
Company Search	1.00
Postage	11.15
Bonding	20.00
<b>Grand Total</b>	<b>32.15</b>

Mileage is charged at the HMRC rate  
prevailing at the time the cost was incurred

FRP Charge out rates	As
Grade	1st July 2013
Partner	275-495
Manager	225-455
Other Professional	85-275
Support	70-320



## Appendix D

## Tribune Support Services Limited (In Administration)

Time charged for the period 25 August 2014 to 16 January 2015

	0.25	0.25	3.85	5.10	1,213.75	237.99
Administration and Planning						
Case Control and Review			1.60	2.85	758.75	266.23
Case Accounting - General			1.65	1.65	365.00	221.21
Strategy			0.20	0.20	30.00	150.00
Fee and WIP			0.40	0.40	60.00	150.00
Investigation			0.40	0.40	60.00	150.00
Legal - Investigations			0.40	0.40	60.00	150.00
Statutory Compliance			2.50	2.50	375.00	150.00
Post Appl TAX/VAT			2.00	2.00	300.00	150.00
Statutory Reporting/ Meetings			0.50	0.50	75.00	150.00
Total Hours	0.25	6.75	1.00	8.00	1,648.75	206.09
Total Cost £	123.75	395.00	1,130.00			
Average Hrly Rate £	495.00	395.00	167.41			

Disbursements for the period  
25 August 2014 to 16 January 2015

Category 1	Value £
Postage	2.96
Grand Total	2.96

Adillage is charged at the HMRC rate  
prevailing at the time the cost was incurred

## FRP Charge out rates

Grade	1st July 2013
Partner	275-495
Manager	225-455
Other Professional	85-175
Support	70-320

## Appendix E

### TRIBUNE BUSINESS SYSTEMS LIMITED

#### STATEMENT OF EXPENSES FOR THE PERIOD BETWEEN 25 AUGUST 2014 AND 16 JANUARY 2015

Expenses	Expenses for the period between 25 August 2014 and 16 January 2015 (£)
Administrators' Remuneration	26,581
Administrators' Disbursements	347
Payroll Services	160
Debt Collection Fees	9,553
Legal Fees (1)	3,000
Storage Costs	715
	<b>40,356</b>

## Appendix E

### TRIBUNE CONSULTING SERVICES LIMITED

#### STATEMENT OF EXPENSES FOR THE PERIOD BETWEEN 25 AUGUST 2014 AND 16 JANUARY 2015

Expenses	Expenses for the period between 25 August 2014 and 16 January 2015 (£)
Administrators' Remuneration	10,099
Administrators' Disbursements	31
Payroll Expenses	160
Debt Collection Fees	103
	<b>10,403</b>

10/1/15

## Appendix E

### TRIBUNE SUPPORT SERVICES LIMITED

#### STATEMENT OF EXPENSES FOR THE 6 MONTH PERIOD TO 24 AUGUST 2014

Expenses*	Expenses for the period between 25 August 2014 and 16 January 2015 (£)
Administrators' Remuneration	9,647
Administrators' Disbursements	29
Legal Fees (1)	1,317
Legal Disbursements	39
	<b>11,031</b>

\* The Statement of Expenses for Tribune Support Systems Limited enclosed in my previous statutory progress report stated that expenses incurred for the 6 month period to 24 August 2014 were nil. I have now amended this statement to include all expenses that had been committed to, but not paid within the reporting period.

#### STATEMENT OF EXPENSES FOR THE PERIOD 25 AUGUST 2014 TO 16 JANUARY 2015

Expenses	Expenses for the period between 25 August 2014 and 16 January 2015 (£)
Administrators' Remuneration	1,649
Administrators' Disbursements	3
	<b>1,652</b>

**THE INSOLVENCY ACT 1986**

**STATEMENT OF THE PROPOSALS OF THE JOINT ADMINISTRATORS OF TRIBUNE BUSINESS  
SYSTEMS LTD (IN ADMINISTRATION)**

**PURSUANT TO PARAGRAPH 49(1) OF SCHEDULE B1 TO THE INSOLVENCY ACT 1986 (The Act)  
AND RULE 2.33 OF THE INSOLVENCY RULES 1986 (The Rules)**

---

- 1 The Joint Administrators think that objective (a) of the administration, as detailed in Paragraph 3(1) of Schedule B1 to the Insolvency Act 1986, will not be achieved due to the level of the Company's historic liabilities. As such, it is envisaged that objective (b) will be achieved, a better result for the Company's creditors as a whole than would be likely if the Company had been wound-up (without first being in administration).
2. The Joint Administrators make the following proposals for achieving the objective set out above
  - a) They continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration. In particular that they:
    - I Dispose of the Company's ownership of such assets at such time on such terms as they consider expedient.
    - II Investigate and, if appropriate, pursue any claims that the Company may have against any person, firms or company whether in contract or otherwise, including any officer or former officer of the Company or any person, firm or company which supplies or has supplied goods or services to the Company
    - III. In addition, they do all such things and generally exercise all their powers as Administrators as they in their discretion consider desirable or expedient in order to achieve the purpose of the administration or protect and preserve the assets of the Company or maximise the realisations of those assets, or of any purpose incidental to these proposals
  - b) The administration shall continue (subject to the statutory provisions relating to automatic termination) until the realisable assets of the Company have been realised and all liabilities incurred during the administration have been discharged or until such a time as deemed appropriate by the Administrators. At this stage the Company shall be dissolved or placed into liquidation as outlined below.
  - c) If they think the Company has no property which might permit a distribution to its unsecured creditors, or if they also consider that an exit from the administration into liquidation is not appropriate they will send a notice to the Registrar of Companies in accordance with Paragraph 84 of Schedule B1 to the Insolvency Act 1986 and three months after the filing of the notice the Company will be deemed to be dissolved.
  - d) If they are of the view that it is appropriate for the Company to move from administration into liquidation, whether compulsory or voluntary, the Joint Administrators be authorised to take steps to place the Company into whichever liquidation process they, at their discretion, deem appropriate. Pursuant to Paragraph 83 of Schedule B1 to the Insolvency Act 1986, should the creditors not nominate a Liquidator, the proposed Liquidators are to be Philip Lewis Armstrong and Geoffrey Paul Rowley. Any act to be done by the Joint Liquidators may be done by all or any one of them Pursuant to Para 83(7)(a) and Rule 2.117A(2)(b) of the Insolvency Rules 1986, creditors may nominate a different person as the proposed Liquidator, provided that the nomination is made after the receipt of these proposals and before these proposals are approved

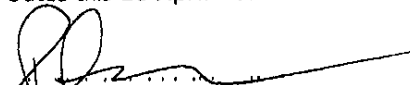
If, at the meeting of creditors convened under paragraph 51 of Schedule B1 of the Act, a creditors committee is appointed, the following sections of the Administrators' proposals, (f, g, h and i) will require the determination of the creditors committee. If a creditors' committee is not appointed the resolutions will be put to the meeting of creditors.

- e) The Joint Administrators' fees plus VAT should be approved on a time cost basis charged at the charge out rates prevailing at the time the work is undertaken. A schedule of current charge out rates are set out in Appendix D.
- f) Mileage can be recharged at the HMRC approved mileage rate prevailing at the time the mileage was incurred,
- g) The Joint Administrators' discharge from liability shall take effect in accordance with Paragraph 98 of Schedule B1 to the Act 30 days following either the Company entering into liquidation or filing the notice of moving from administration to dissolution.

**The following resolution is subject to approval under the Insolvency Rules 1986 Rule 2.67A and is not part of the proposals subject to approval under Paragraph 53 of the Insolvency Act 1986**

- h) That the unpaid pre-administration costs as set out in Appendix F be approved and that the Joint Administrators be authorised to draw such sums from any funds in hand as an expense of the administration.

Dated this 16 April 2014



**Philip Lewis Armstrong**  
**Joint Administrator**

Insolvency Practitioner Licensed in the United Kingdom by the Institute of Chartered Accountants in England & Wales

**The Joint Administrators act as agents of the Company and without personal liability.**

**The affairs, business and property of the Company are being managed by Philip Lewis Armstrong and Geoffrey Paul Rowley who were appointed Joint Administrators on 25 February 2014**



THE INSOLVENCY ACT 1986

STATEMENT OF THE PROPOSALS OF THE JOINT ADMINISTRATORS OF TRIBUNE CONSULTING SERVICES LTD (IN ADMINISTRATION)

PURSUANT TO PARAGRAPH 49(1) OF SCHEDULE B1 TO THE INSOLVENCY ACT 1986 (The Act)  
AND RULE 2.33 OF THE INSOLVENCY RULES 1986 (The Rules)

---

- 1 The Joint Administrators think that objective (a) of the administration, as detailed in Paragraph 3(1) of Schedule B1 to the Insolvency Act 1986, will not be achieved due to the level of the Company's historic liabilities. As such, it is envisaged that objective (b) will be achieved, a better result for the Company's creditors as a whole than would be likely if the Company had been wound-up (without first being in administration).
- 2 The Joint Administrators make the following proposals for achieving the objective set out above
  - a They continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration. In particular that they:
    - i. Dispose of the Company's ownership of such assets at such time on such terms as they consider expedient.
    - ii. Investigate and, if appropriate, pursue any claims that the Company may have against any person, firms or company whether in contract or otherwise, including any officer or former officer of the Company or any person, firm or company which supplies or has supplied goods or services to the Company.
    - iii. In addition, they do all such things and generally exercise all their powers as Administrators as they in their discretion consider desirable or expedient in order to achieve the purpose of the administration or protect and preserve the assets of the Company or maximise the realisations of those assets, or of any purpose incidental to these proposals.
  - b. The administration shall continue (subject to the statutory provisions relating to automatic termination) until the realisable assets of the Company have been realised and all liabilities incurred during the administration have been discharged or until such a time as deemed appropriate by the Administrators. At this stage the Company shall be dissolved or placed into liquidation as outlined below.
  - c. If they think the Company has no property which might permit a distribution to its unsecured creditors, or if they also consider that an exit from the administration into liquidation is not appropriate they will send a notice to the Registrar of Companies in accordance with Paragraph 84 of Schedule B1 to the Insolvency Act 1986 and three months after the filing of the notice the Company will be deemed to be dissolved.
  - d. If they are of the view that it is appropriate for the Company to move from administration into liquidation, whether compulsory or voluntary, the Joint Administrators be authorised to take steps to place the Company into whichever liquidation process they, at their discretion, deem appropriate. Pursuant to Paragraph 83 of Schedule B1 to the Insolvency Act 1986, should the creditors not nominate a Liquidator; the proposed Liquidators are to be Phillip Lewis Armstrong and Geoffrey Paul Rowley. Any act to be done by the Joint Liquidators may be done by all or any one of them. Pursuant to Para 83(7)(a) and Rule 2.117A(2)(b) of the Insolvency Rules 1986, creditors may nominate a different person as the proposed Liquidator, provided that the nomination is made after the receipt of these proposals and before these proposals are approved.

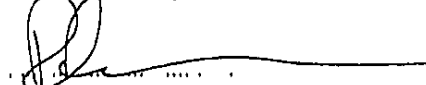
If, at the meeting of creditors convened under paragraph 51 of Schedule B1 of the Act, a creditors committee is appointed, the following sections of the Administrators' proposals, (f, g, h and i) will require the determination of the creditors committee. If a creditors' committee is not appointed the resolutions will be put to the meeting of creditors

- e The Joint Administrators' fees plus VAT should be approved on a time cost basis charged at the charge out rates prevailing at the time the work is undertaken. A schedule of current charge out rates are set out in Appendix D.
- f. Mileage can be recharged at the HMRC approved mileage rate prevailing at the time the mileage was incurred
- g The Joint Administrators' discharge from liability shall take effect in accordance with Paragraph 98 of Schedule B1 to the Act 30 days following either the Company entering into liquidation or filing the notice of moving from administration to dissolution.

**The following resolution is subject to approval under the Insolvency Rules 1986 Rule 2.67A and is not part of the proposals subject to approval under Paragraph 53 of the Insolvency Act 1986.**

- h That the unpaid pre-administration costs as set out in Appendix F be approved and that the Joint Administrators be authorised to draw such sums from any funds in hand as an expense of the administration

Dated this 16 April 2014



**Philip Lewis Armstrong**  
**Joint Administrator**

Insolvency Practitioner Licensed in the United Kingdom by the Institute of Chartered Accountants in England & Wales

**The Joint Administrators act as agents of the Company and without personal liability.**

**The affairs, business and property of the Company are being managed by Philip Lewis Armstrong and Geoffrey Paul Rowley who were appointed Joint Administrators on 25 February 2014**

**THE INSOLVENCY ACT 1986**

**STATEMENT OF THE PROPOSALS OF THE JOINT ADMINISTRATORS OF TRIBUNE SUPPORT SERVICES LTD (IN ADMINISTRATION)**

**PURSUANT TO PARAGRAPH 49(1) OF SCHEDULE B1 TO THE INSOLVENCY ACT 1986 (The Act)  
AND RULE 2.33 OF THE INSOLVENCY RULES 1986 (The Rules)**

---

- 1 The Joint Administrators think that objective (a) of the administration, as detailed in Paragraph 3(1) of Schedule B1 to the Insolvency Act 1986, will not be achieved due to the level of the Company's historic liabilities. As such, it is envisaged that objective (b) will be achieved, a better result for the Company's creditors as a whole than would be likely if the Company had been wound-up (without first being in administration).
- 2 The Joint Administrators make the following proposals for achieving the objective set out above:
  - a. They continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration. In particular that they:
    - i. Dispose of the Company's ownership of such assets at such time on such terms as they consider expedient.
    - ii Investigate and, if appropriate, pursue any claims that the Company may have against any person, firms or company whether in contract or otherwise, including any officer or former officer of the Company or any person, firm or company which supplies or has supplied goods or services to the Company.
    - iii In addition, they do all such things and generally exercise all their powers as Administrators as they in their discretion consider desirable or expedient in order to achieve the purpose of the administration or protect and preserve the assets of the Company or maximise the realisations of those assets, or of any purpose incidental to these proposals
  - b. The administration shall continue (subject to the statutory provisions relating to automatic termination) until the realisable assets of the Company have been realised and all liabilities incurred during the administration have been discharged or until such a time as deemed appropriate by the Administrators. At this stage the Company shall be dissolved or placed into liquidation as outlined below.
  - c. If they think the Company has no property which might permit a distribution to its unsecured creditors, or if they also consider that an exit from the administration into liquidation is not appropriate they will send a notice to the Registrar of Companies in accordance with Paragraph 84 of Schedule B1 to the Insolvency Act 1986 and three months after the filing of the notice the Company will be deemed to be dissolved.
  - d If they are of the view that it is appropriate for the Company to move from administration into liquidation, whether compulsory or voluntary, the Joint Administrators be authorised to take steps to place the Company into whichever liquidation process they, at their discretion, deem appropriate. Pursuant to Paragraph 83 of Schedule B1 to the Insolvency Act 1986, should the creditors not nominate a Liquidator; the proposed Liquidators are to be Philip Lewis Armstrong and Geoffrey Paul Rowley. Any act to be done by the Joint Liquidators may be done by all or any one of them Pursuant to Para 83(7)(a) and Rule 2.117A(2)(b) of the Insolvency Rules 1986, creditors may nominate a different person as the proposed Liquidator, provided that the nomination is made after the receipt of these proposals and before these proposals are approved.

If, at the meeting of creditors convened under paragraph 51 of Schedule B1 of the Act, a creditors committee is appointed, the following sections of the Administrators' proposals, (f, g, h and i) will require the determination of the creditors committee. If a creditors' committee is not appointed the resolutions will be put to the meeting of creditors.

- e. The Joint Administrators' fees plus VAT should be approved on a time cost basis charged at the charge out rates prevailing at the time the work is undertaken. A schedule of current charge out rates are set out in Appendix D.
- f. Mileage can be recharged at the HMRC approved mileage rate prevailing at the time the mileage was incurred.
- g. The Joint Administrators' discharge from liability shall take effect in accordance with Paragraph 98 of Schedule B1 to the Act 30 days following either the Company entering into liquidation or filing the notice of moving from administration to dissolution.

**The following resolution is subject to approval under the Insolvency Rules 1986 Rule 2.67A and is not part of the proposals subject to approval under Paragraph 53 of the Insolvency Act 1986.**

- h. That the unpaid pre-administration costs as set out in Appendix F be approved and that the Joint Administrators be authorised to draw such sums from any funds in hand as an expense of the administration.

Dated this 16 April 2014



**Philip Lewis Armstrong**  
**Joint Administrator**

Insolvency Practitioner Licensed in the United Kingdom by the Institute of Chartered Accountants in England & Wales

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