

# LIQ03

## Notice of progress report in voluntary winding up



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 3 4 3 8 2 2 2

Company name in full Cutting Edge Solutions Ltd.

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Simon James

Surname Bonney

### 3 Liquidator's address

Building name/number High Holborn House

Street 52-54 High Holborn

Post town London

County/Region

Postcode W C 1 V 6 R L

Country

### 4 Liquidator's name ①

Full forename(s) Chris

Surname Newell

#### ① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number 2nd Floor

Street Arcadia House

Post town 15 Forlease Road

County/Region Maidenhead

Postcode S L 6 1 R X

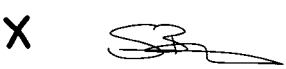
Country

#### ② Other liquidator

Use this section to tell us about  
another liquidator.

# LIQ03

## Notice of progress report in voluntary winding up

|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| <b>6</b>  | <b>Period of progress report</b>  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| From date   | d   | 2 | d | 2 | m | 0 | m | 5 | y | 2 | y | 0 | y | 2 | y | 0 |
| To date   | d   | 2 | d | 1 | m | 0 | m | 5 | y | 2 | y | 0 | y | 2 | y | 1 |
| <b>7</b>  | <b>Progress report</b>  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| <input checked="" type="checkbox"/> The progress report is attached |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| <b>8</b>  | <b>Sign and date</b>  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Liquidator's signature  | <div>Signature</div> <div>  </div> |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| Signature date  | d   | 2 | d | 0 | m | 0 | m | 7 | y | 2 | y | 0 | y | 2 | y | 1 |

**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 **Sian Stokes**

Company name **Quantuma Advisory Limited**

Address **High Holborn House**

**52-54 High Holborn**

Post town **London**

County/Region

Postcode **W C 1 V 6 R L**

Country

DX

Telephone **020 3856 6720**

**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)**

**Cutting Edge Solutions Ltd.**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

| <b>Declaration<br/>of Solvency<br/>£</b> |                            | <b>From 22/05/2020<br/>To 21/05/2021<br/>£</b> | <b>From 22/05/2019<br/>To 21/05/2021<br/>£</b> |
|--|----------------------------|--|--|
| 37,727.00                                | ASSET REALISATIONS         |  |  |
|  | Debtor (Group Undertaking) | NIL  | NIL  |
|  |                            | NIL  | NIL  |
| (37,627.00)                              | UNSECURED CREDITORS        |  |  |
|  | HMRC - Corporation Tax     | NIL  | NIL  |
|  |                            | NIL  | NIL  |
| <b>100.00</b>                            |                            | <b>NIL</b>                                     | <b>NIL</b>                                     |
| REPRESENTED BY                           |                            |  |  |
|  |                            |  | <b>NIL</b>                                     |

**CUTTING EDGE SOLUTIONS LTD.  
(IN LIQUIDATION)**

**THE JOINT LIQUIDATORS' PROGRESS REPORT**

20 July 2021

This report has been prepared for the sole purpose of updating the 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 members for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

Simon Bonney and Chris Newell of Quantuma Advisory Limited, High Holborn House, 52-54 High Holborn, London, WC1V 6RL were appointed Joint Liquidators of Cutting Edge Solutions Ltd on 22 May 2019.

Both Simon Bonney and Chris Newell are licensed to act as Insolvency Practitioners by the Insolvency Practitioners Association.

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- 1 INTRODUCTION
- 2 THE PROGRESS OF THE LIQUIDATION
- 3 CREDITORS: CLAIMS AND DISTRIBUTIONS
- 4 SHAREHOLDERS DISTRIBUTIONS
- 5 ETHICS
- 6 **THE JOINT LIQUIDATORS' FEES AND EXPENSES**

## APPENDICES

- Appendix 1 Statutory Information
- Appendix 2 **The Joint Liquidators' Receipts & Payments Account**
- Appendix 3 **The Joint Liquidators' timecosts for the Review Period**
- Appendix 4 **The Joint Liquidators' timecosts for the period from 22 May 2019 to 21 May 2021**
- Appendix 5 Detailed narrative of work undertaken during the Review Period

## ABBREVIATIONS

For the purpose of this report the following abbreviations shall be used:

|                         |  |
|-------------------------|--|
| "the Act"               | Insolvency Act 1986 (as amended)                             |
| "the Rules"             | Insolvency (England and Wales) Rules 2016                    |
| "the Joint Liquidators" | Simon Bonney and Chris Newell of Quantuma Advisory Limited   |
| "the Company"           | Cutting Edge Solutions Ltd (In Liquidation)                  |
| "SIP"                   | Statement of Insolvency Practice (England & Wales)           |
| "Review Period"         | Period covered by the report from 22 May 2020 to 21 May 2021 |

## 1. INTRODUCTION

### Introduction

This report has been prepared to provide Members with an update on the progress of the Liquidation of the Company since our last report to members dated 21 July 2020.

Please be aware that on 1 August 2020, Quantuma LLP transferred its business to Quantuma Advisory Limited.

Given the information previously provided to Members in our earlier report to Members, we have not included detailed background information in respect of the Company and have focussed on the progress of the Liquidation subsequent to that report.

A schedule of statutory information in respect of the Company is attached at Appendix 1.

### Details of the appointment of the Joint Liquidators

Simon Bonney and Chris Newell of Quantuma Advisory Limited were appointed Joint Liquidators of the Company on 22 May 2019.

The Joint Liquidators confirm that they are authorised to carry out all functions, duties and powers by either one or both of them.

## 2. THE PROGRESS OF THE LIQUIDATION

### **The Joint Liquidators' receipts and payments account**

Attached at Appendix 2 is a receipts and payments account covering the Review Period together with a summary of the transactions in the previous Review Period. I confirm this had been reconciled with that held with the Bank.

We have summarised the main asset realisations during the Review Period and an estimation of the those assets yet to be realised, together with details of costs incurred but as yet remaining unpaid.

### VAT Basis

Receipts and payments are shown net of VAT, with any amount due from HM Revenue and Customs shown separately. The Company is in a neutral VAT position.

### Administrative, Statutory & Regulatory Tasks

The Joint Liquidators have met a considerable number of statutory and regulatory obligations. Whilst many of these tasks have not had a direct benefit in enhancing realisations for the estate, they have assisted in the efficient and compliant progressing of the Liquidation, which has ensured that the Joint Liquidators and their staff have carried out their work to high professional standards.

During the Review Period, primarily these tasks have included:

- Drafting and issuing the progress report to Members;
- Consulting with and instructing staff and independent advisers as regards practical, technical and legal aspects of the case to ensure efficient progress;

- Maintaining electronic case files, which must include records to show and explain the Liquidation and any decisions made by the Joint Liquidators that materially affect the Liquidation;
- 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;
- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments; and
- Completing periodic tax returns.

#### Realisation of Assets

The Company's sole asset is that of book debt in the sum of £37,727.00 which is in relation to a group undertaking. As tax clearance has now been received and HM Revenue & Customs have confirmed that they have no claim in the Liquidation, this will be distributed in specie imminently to the sole member and the Liquidation will progress to closure.

### 3. CREDITORS: CLAIMS AND DISTRIBUTIONS

#### Secured Creditors

There are no known secured creditors.

#### Preferential Creditors

There are no known preferential creditors.

#### Unsecured Creditors

There are no known unsecured creditors.

### 4. SHAREHOLDERS DISTRIBUTIONS

There have been no distributions to shareholders during the Review Period.

### 5. ETHICS

As you are aware, the 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. Details of the specialists used on this assignment are details below.

## 6. THE JOINT LIQUIDATORS' REMUNERATION AND EXPENSES

### Joint Liquidators' Remuneration

The Joint Liquidators' remuneration was approved by a resolution of the members to be paid as a set amount of £4,500 plus disbursements plus VAT.

The Joint Liquidators' fees have been paid outside of the Liquidation by Accenture (UK) Limited.

A breakdown of the timecosts incurred during the Review Period and the whole period of the Liquidation are summarised at Appendix 3 and Appendix 4, respectively. Please note that all time incurred in excess of the agreed fixed fee will be written off as irrecoverable.

The firm's current and historic schedule of charge-out rates and chargeable expenses may be found at [HYPERLINK "https://www.quantuma.com/guide/creditors-guide-fees"](https://www.quantuma.com/guide/creditors-guide-fees).

A hard copy the firm's charge-out rate and expenses policy may be obtained on request at no cost.

### Joint Liquidators' 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.

Category 1 expenses represent payments to parties not associated with the firm, who have provided services or goods for the administration of the assignment. No Category 1 disbursements have been paid from the Liquidation estate during the Review Period.

The basis of calculation of Category 2 expenses was disclosed to creditors prior to their approval, which was given on 22 May 2019.

Details of all expenses incurred, paid and outstanding are detailed below:

| Expenses                              | Actual expenses<br>incurred in the<br>Review Period<br>£ | Actual expenses<br>incurred to date<br>£ | Costs Incurred but not<br>Paid<br>£ |
|---------------------------------------|--|--|-------------------------------------|
| Category 1:                           |  |  |                                     |
| Bordereau                             | 0.00   | 135.00                                   | 135.00                              |
| Statutory Advertising                 | 0.00   | 304.20                                   | 304.20                              |
| Postage                               | 40.46  | 40.46                                    | 40.46                               |
| Agents' Fees –<br>Clumber Consultancy | 200.00   | 200.00                                   | 200.00                              |
| TOTAL                                 | 240.46   | 679.66                                   | 679.66                              |

| Expenses    | Actual expenses incurred in the Review Period<br>£ | Actual expenses incurred to date<br>£ | Costs Incurred but not Paid<br>£ |
|-------------|--|---------------------------------------|----------------------------------|
| Category 2: |  |                                       |                                  |
| Stationery  | 4.80   | 4.80                                  | 4.80                             |
| TOTAL       | 4.80   | 4.80                                  | 4.80                             |

Note: All expenses that have not yet been settled will be written off as irrecoverable.

## Professional costs

### Agents – Clumber Consultancy Limited

Clumber Consultancy Limited, the Joint Liquidators' pension agents, were instructed to liaise with the pre-appointment pension provider in relation to obtaining details as to the scheme that was identified by the Pensions Regulator and, if applicable, reporting on any arrears and / or closing the scheme down. Their costs were fixed at £200 plus VAT. These costs have been paid from the Joint Liquidators' office account and will not be being reimbursed from the Liquidation estate.

All professional costs are reviewed and analysed before payment is approved.

## Members' right to request information

A member may, with the permission of the Court or with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the Company, request further details of the Joint Liquidators' remuneration and expenses, within 21 days of receipt of this report.

## Members' right to challenge remuneration and/or expenses

A member may, with the permission of the Court or with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company, apply to Court to challenge the amount and/or basis of the Joint Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report.

## Future of the Liquidation

The Joint Liquidators are now in a position to close the Liquidation and the proposed final account will be issue to members imminently.

## Further Information

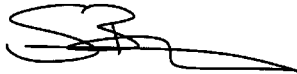
Members should note that the Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. Further information can be viewed at the following link <https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics> Additionally the Joint Liquidators are also bound by the regulations of their Licensing Bodies.

To comply with the Provision of Services Regulations, some general information about Quantuma Advisory Limited, including our complaints policy and Professional Indemnity Insurance, can be found at [HYPERLINK "http://www.quantuma.com/legal-information"](http://www.quantuma.com/legal-information).

In compliance with the General Data Protection Regulation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e. not a corporate entity) in these insolvency

proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link HYPERLINK "<http://www.quantuma.com/legal-notice>".

Should you have any queries in regard to any of the above please do not hesitate to contact Sian Stokes on 020 3856 6745 or by e-mail at [Sian.Stokes@quantuma.com](mailto:Sian.Stokes@quantuma.com)

A handwritten signature in black ink, appearing to be 'SB' followed by a long horizontal stroke.

Simon Bonney  
Joint Liquidator

## CUTTING EDGE SOLUTIONS LTD (IN LIQUIDATION)

## STATUTORY INFORMATION

|                           |  |
|---------------------------|--|
| Company Name              | Cutting Edge Solutions Ltd.  |
| Trading Address           | 30 Fenchurch Street, London, EC3M 3BD  |
| Proceedings               | In Liquidation   |
| Date of Appointment       | 22 May 2019  |
| Joint Liquidators         | Simon Bonney and Chris Newell of<br>Quantuma Advisory Limited<br>High Holborn House, 52-54 High Holborn, London,<br>WC1V 6RL |
| Registered office Address | c/o Quantuma Advisory Limited<br>High Holborn House, 52-54 High Holborn, London,<br>WC1V 6RL                                 |
| Former Registered Office  | 30 Fenchurch Street, London, EC3M 3BD  |
| Company Number            | 03438222   |
| Incorporation Date        | 23 Septemer 1997   |

APPENDIX 2

CUTTING EDGE SOLUTIONS LTD (IN LIQUIDATION)

**THE JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT AS AT 21 MAY 2021**

Cutting Edge Solutions Ltd.  
(In Liquidation)  
Joint Liquidators' Summary of Receipts & Payments

| Declaration<br>of Solvency<br>£ |  | From 22/05/2020<br>To 21/05/2021<br>£ | From 22/05/2019<br>To 21/05/2021<br>£ |
|---------------------------------|--|---------------------------------------|---------------------------------------|
| 37,727.00                       | ASSET REALISATIONS<br>Debtor (Group Undertaking) | NIL<br>NIL                            | NIL<br>NIL                            |
| (37,627.00)                     | UNSECURED CREDITORS<br>HMRC - Corporation Tax    | NIL<br>NIL                            | NIL<br>NIL                            |
| 100.00                          |  | NIL                                   | NIL                                   |
|                                 | REPRESENTED BY                                   |                                       | NIL                                   |

CUTTING EDGE SOLUTIONS LTD (IN LIQUIDATION)

**THE JOINT LIQUIDATORS' TIMECOSTS FOR THE REVIEW PERIOD**

## Time Entry - SIP9 Time & Cost Summary

6004522 - Cutting Edge Solutions Ltd.  
Project Code: POST  
From: 22/05/2020 To: 21/05/2021

| Classification of Work Function | Partner | Manager | Other Senior Professionals | Assistants & Support Staff | Total Hours | Time Cost (£) | Average Hourly Rate (£) |
|---------------------------------|---------|---------|----------------------------|----------------------------|-------------|---------------|-------------------------|
| Admin & Planning                | 0.00    | 6.20    | 11.10                      | 0.00                       | 17.30       | 5,586.50      | 322.92                  |
| Case Specific Matters           | 0.00    | 0.00    | 0.00                       | 0.00                       | 0.00        | 0.00          | 0.00                    |
| Cashiering                      | 0.00    | 0.00    | 1.10                       | 0.30                       | 1.40        | 322.50        | 230.36                  |
| Closing Procedures              | 0.00    | 0.00    | 1.90                       | 0.00                       | 1.90        | 541.50        | 285.00                  |
| Creditors                       | 0.00    | 1.60    | 2.90                       | 0.00                       | 4.50        | 1,450.50      | 322.33                  |
| Investigations                  | 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                    |
| Realisation of Assets           | 0.00    | 0.00    | 0.00                       | 0.00                       | 0.00        | 0.00          | 0.00                    |
| Trading                         | 0.00    | 0.00    | 0.00                       | 0.00                       | 0.00        | 0.00          | 0.00                    |
| Total Hours                     | 0.00    | 7.80    | 17.00                      | 0.30                       | 25.10       | 7,901.00      | 314.78                  |
| Total Fees Claimed              |         |         |                            |                            |             | 0.00          |                         |
| Total Disbursements Claimed     |         |         |                            |                            |             | 0.00          |                         |



# Time Entry - SIP9 Time & Cost Summary

## Category 2 Disbursements

6004522 - Cutting Edge Solutions Ltd.  
Project Code: POST  
From: 22/05/2020 To: 21/05/2021

Other amounts paid or payable to the office holders firm or to party in which the office holder or his firm or any associate has an interest.

| Transaction Date | Type and Purpose  | Disbursement Category | Amount |
|------------------|---|-----------------------|--------|
| 24/07/2020       | Stationery: Accurate Mailing - Weeks 16 - 20              | Category 2            | 2.10   |
| 01/10/2020       | Stationery: Stationery during lockdown – Accurate Mailing | Category 2            | 2.70   |
| Total            |   |                       | 4.80   |

CUTTING EDGE SOLUTIONS LTD (IN LIQUIDATION)

THE JOINT LIQUIDATORS' TIMECOSTS FOR THE PERIOD FROM 22 MAY 2019 TO 21 MAY 2021

# Time Entry - SIP9 Time & Cost Summary

6004522 - Cutting Edge Solutions Ltd.  
Project Code: POST  
To: 21/05/2021

| Classification of Work Function | Partner | Manager | Other Senior Professionals | Assistants & Support Staff | Total Hours | Time Cost (£) | Average Hourly Rate (£) |
|---------------------------------|---------|---------|----------------------------|----------------------------|-------------|---------------|-------------------------|
| Admin & Planning                | 2.60    | 11.60   | 24.40                      | 1.00                       | 39.60       | 11,721.50     | 296.00                  |
| Case Specific Matters           | 0.00    | 0.00    | 0.00                       | 0.00                       | 0.00        | 0.00          | 0.00                    |
| Cashiering                      | 0.00    | 0.00    | 3.20                       | 1.40                       | 4.60        | 961.50        | 209.02                  |
| Closing Procedures              | 0.00    | 0.00    | 1.90                       | 0.00                       | 1.90        | 541.50        | 285.00                  |
| Creditors                       | 0.00    | 1.60    | 4.20                       | 0.00                       | 5.80        | 1,691.00      | 291.55                  |
| Investigations                  | 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                    |
| Realisation of Assets           | 0.00    | 0.00    | 0.00                       | 0.00                       | 0.00        | 0.00          | 0.00                    |
| Trading                         | 0.00    | 0.00    | 0.00                       | 0.00                       | 0.00        | 0.00          | 0.00                    |
| Total Hours                     | 2.60    | 13.20   | 33.70                      | 2.40                       | 51.90       | 14,915.50     | 287.39                  |
| Total Fees Claimed              |         |         |                            |                            |             | 4,500.00      |                         |
| Total Disbursements Claimed     |         |         |                            |                            |             | 0.00          |                         |

# Time Entry - SIP9 Time & Cost Summary

## Category 2 Disbursements

6004522 - Cutting Edge Solutions Ltd.  
Project Code: POST  
To: 21/05/2021

Other amounts paid or payable to the office holders firm or to party in which the office holder or his firm or any associate has an interest.

| Transaction Date | Type and Purpose  | Disbursement Category | Amount |
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| 24/07/2020       | Stationery: Accurate Mailing - Weeks 16 - 20              | Category 2            | 2.10   |
| 01/10/2020       | Stationery: Stationery during lockdown – Accurate Mailing | Category 2            | 2.70   |
| Total            |   |                       | 4.80   |

## CUTTING EDGE SOLUTIONS LTD (IN LIQUIDATION)

## DETAILED LIST OF WORK UNDERTAKEN BY THE JOINT LIQUIDATORS DURING THE REVIEW PERIOD

| Description of work undertaken  | May Include:  |
|---|---|
| <u>ADMINISTRATION &amp; PLANNING</u>  |   |
| General Administration - Dealing with all routine correspondence and emails relating to the case. |   |
| Case strategy & completing file reviews every 6 months.   | Discussions regarding strategies to be pursued<br>Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case<br>Periodic file reviews<br>Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards<br>Maintenance of statutory and case progression task lists/diaries<br>Updating checklists |
| VAT & Corporation Tax matters and returns.  | Preparation and filing of VAT Returns<br>Preparation and filing of Corporation Tax Returns  |
|   |   |
| <u>CREDITORS</u>  |   |
| Dealing with Pension Schemes  | Corresponding with the PPF and the Pensions Regulator   |
| Annual/Progress Reports   | Preparing, circulating and filing progress reports.<br>Disclosure of sales to connected parties   |
|   |   |
| <u>CASHIERING</u>   |   |
| Preparing & Filing statutory Receipts & Payments accounts   | Preparing and filing statutory receipts and payments accounts at Companies House  |

## Current Charge-out Rates of the staff who have worked on the case

### Time charging policy

Support staff and executive assistants do not charge their time to each case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken.

Support staff include secretarial and administrative support.

The minimum unit of time recorded is 6 minutes.

Rates may have been subject to periodic increase.

| Grade of Staff                    | Charge out rate from 15 June 2020 |
|-----------------------------------|-----------------------------------|
| CEO/Managing Director             | £480.00 - £580.00                 |
| Appointment Taking Director       | £400.00 - £500.00                 |
| Director                          | £370.00 - £475.00                 |
| Senior Manager                    | £340.00 – £415.00                 |
| Manager                           | £310.00 - £375.00                 |
| Assistant Manager                 | £275.00 – £335.00                 |
| Senior Administrator              | £235.00 – £285.00                 |
| Administrator                     | £200.00 – £240.00                 |
| Assistant Administrator           | £135.00 - £160.00                 |
| Case Accountant                   | £135.00                           |
| Junior Administrator              | £100.00 - £115.00                 |
| Support Staff/Executive Assistant | £100.00 – £135.00                 |