

**The Insolvency Act 1986****Liquidator's Progress Report****S 192****Pursuant to Section 192 of the  
Insolvency Act 1986****To the Registrar of Companies**

For official use

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Company Number

04020935

Name of Company

(a) Insert full  
name of  
company

(a) Adustus Services (UK) Limited

(b) Insert full  
name(s) and  
address(es)I (b) Richard Rones of ThorntonRones Limited at 311 High Road, Loughton,  
Essex IG10 1AHthe liquidator of the company attach a copy of my Progress Report under  
Section 192 of the Insolvency Act 1986The Progress Report covers the period from 5 September 2015 to 4  
September 2016

Signed



Date

21/11/16

Presenter's  
name, address  
and reference  
(if any)Richard Rones  
ThorntonRones Limited  
311 High Road  
Loughton  
Essex IG10 1AH  
Ref RJR/JV/A194

For Official Use

Liquidation Section

Post Room

TUESDAY



A21

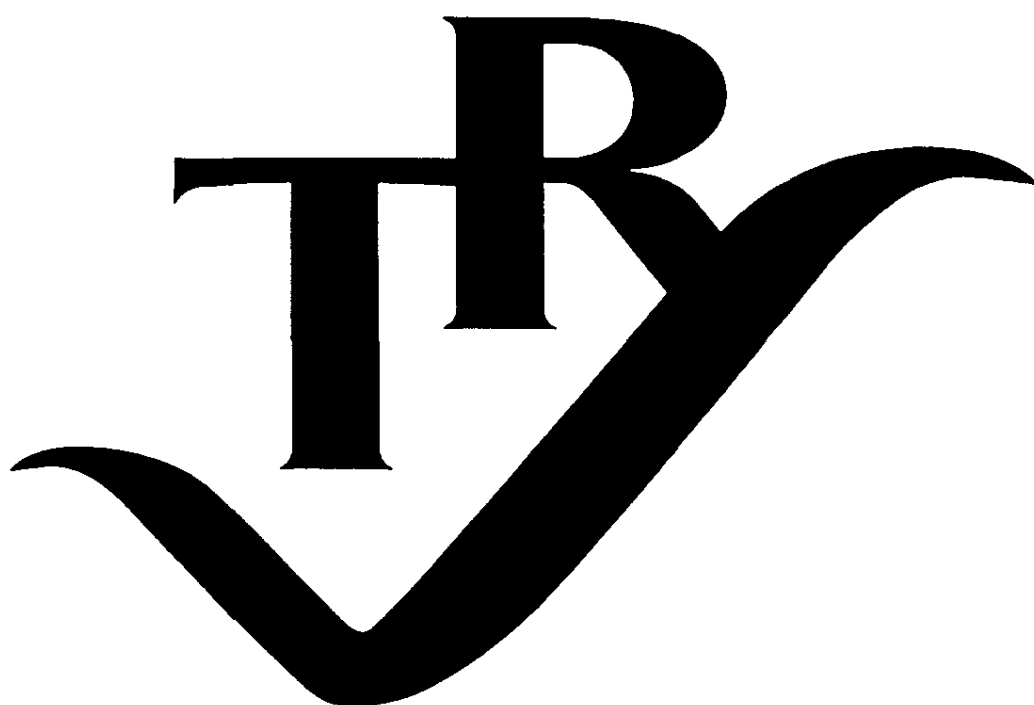
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#278

COMPANIES HOUSE

# **Adustus Services (UK) Limited**



## **Liquidator's Annual Progress Report to Creditors & Members**

**15 November 2016**

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**APPENDICES**

- A** Receipts and Payments Account for the period from 5 September 2015 to 4 September 2016 which includes a cumulative Receipts and Payments Account for the period since the Liquidator's Appointment
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- D** Additional information in relation to Liquidator's fees pursuant to Statement of Insolvency Practice No 9
- E** Schedule of ThorntonRones charge out rates and disbursements effective from 1 April 2014

## **1 Introduction and Statutory Information**

- 1 1 I, Richard Rones of ThorntonRones Limited, 311 High Road, Loughton, Essex IG10 1AH was appointed as Liquidator of Adustus Services (UK) Limited ("the Company") on 5 September 2014. This report provides an update on the progress in the Liquidation for the year ended 4 September 2016 ("the Period") and should be read in conjunction with any previous progress reports which have been issued.
- 1 2 The principal trading address of the Company was 21 Hoddesdon Industrial Centre, Pindar Road, Hoddesdon, Herts EN11 0FF.
- 1 3 The registered office of the Company has been changed to 311 High Road, Loughton, Essex IG10 1AH and its registered number is 04020935.

## **2 Progress of the Liquidation**

- 2 1 This section of the report provides creditors with an update on the progress made in the liquidation during the Period.
- 2 2 At Appendix A is my Receipts and Payments Account for the period of this report. Attached at Appendix B is a cumulative Receipts and Payments Account for the period from the date of my appointment as Liquidator to 4 September 2016.

### ***Administration***

- 2 3 A liquidator must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. This work includes dealing with the Company's creditors and employees together with administrative tasks associated with the appointment, such as agreeing the strategy for the liquidation, filing notices of appointment, statutory advertising, opening and maintaining the estate cash book and bank accounts and reporting periodically to creditors, HMRC and the Registrar of Companies.
- 2 4 Creditors should note that this work will not necessarily bring any financial benefit to creditors, but is required on every case.

### ***Realisation of Assets***

There have been no realisations in the period other than £0.12 bank interest.

### ***Creditors (claims and distributions)***

- 2 5 Further information on the anticipated outcome for creditors in this case can be found at Section 4 of this report. A Liquidator is not only required to deal with correspondence and claims from unsecured creditors (which may include retention of title claims), but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture.
- 2 6 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal.
- 2 7 The above work will not necessarily bring any financial benefit to creditors generally, however a Liquidator is required by statute to undertake this work. Similarly, if a distribution is to be paid to any class of creditor, work will be required to agree those claims and process the dividend payments to each relevant class of creditor. The more creditors a company has, the more time and cost will be involved by the Liquidator in dealing with those claims.

### **3 Investigations**

- 3 1 You may recall from my first progress report to creditors that some of the work the Liquidator is required to undertake is to comply with legislation such as the Company Directors' Disqualification Act 1986 (CDDA 1986) and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless these investigations reveal potential asset recoveries that the Liquidator can pursue for the benefit of creditors
- 3 2 My report on the conduct of the Directors of the Company to the Department for Business Innovation & Skills under the CDDA 1986 was submitted during the first year of the liquidation and is confidential
- 3 3 Since my last progress report I would advise that no further asset realisations have come to light that may be pursued by me for the benefit of creditors
- 3 4 There are ongoing investigations being carried out by H M Revenue & Customs and they have requested that the Liquidation be left open until such investigations have been concluded

### **4 Creditors**

#### ***Secured Creditors***

- 4 1 There are no secured creditors

#### ***Preferential Creditors***

- 4 2 There are no preferential creditors

#### ***Unsecured Creditors***

- 4 3 I have received claims totalling £118,231 59 from three creditors I have yet to receive claims from four creditors whose debts total £298 076 23 as per the Director's Statement of Affairs
- 4 4 Based on current information it is not anticipated that there will be a distribution to unsecured creditors in this case

### **5 Liquidator's Remuneration**

- 5 1 The creditors approved that the basis of the Liquidator's remuneration be fixed by reference to the time properly spent by him and his staff in managing the Liquidation
- 5 2 The Liquidator's time costs for the Period are £3,577 70 This represents 16 80 hours at an average rate of £212 96 per hour To date no funds have been drawn against these time costs Attached as Appendix B is a Time Analysis in accordance with statement of Insolvency Practice 9 (SIP9) which provides details of the activity costs incurred by staff grades to date
- 5 3 Attached as Appendix C is a cumulative Time Analysis for the period from 5 September 2014 to 4 September 2016 which provides details of my time costs since my appointment The cumulative time costs incurred to date are £17,832 60 This represents 92 60 hours at an average rate of £192 58 per hour

5 4 Attached at Appendix D is additional information in relation to our policy on staffing, the use of sub-contractors and disbursements

5 5 I provide below a brief outline of the work undertaken under each respective time code heading

Administration & Planning/Case Specific

A total of 49 55 hours has been spent by the Liquidator and his staff under this heading. The type of work undertaken relates mainly to the completion of statutory paperwork and all associated case administration, these tasks include

- o Collating creditor information and inputting the same onto IPS,
- o Preparing notification to creditors,
- o Setting up case and cash files,
- o Advertising of the Liquidator's appointment,
- o Notifying all relevant parties of the Liquidator's appointment
- o Requesting submission of relevant information from directors
- o Preparing instructions to all appointed agents,
- o Arranging for insurances and bonding of assets where required and completing all paperwork
- o Arranging for insurances and bonding of assets where required, and
- o Cashiering Duties

Investigations

A total of 11 85 hours has been spent by the Liquidator and his staff under this heading. Work in this respect has mainly been conducted by senior staff who have in the main undertaken the following tasks

- o Pursued submission of books and records,
- o Reviewed accounts,
- o Reviewed bank statements,
- o Reviewed creditor statements,
- o Correspondence with the Director
- o Prepared schedules of findings SIP 2 assessments,
- o Liaising with the Insolvency Service,
- o Reviewing the Company's books and records,
- o Prepared a report under the Company Directors Disqualification Act 1986

These tasks were assigned to members of staff depending upon their relevant experience and knowledge, however the majority of the statutory paperwork was completed by the case manager with all other tasks mainly undertaken by administrators and support staff

Creditors

A total of 31 20 hours has been spent by the Liquidator and his staff under this heading. This time has been spent specifically dealing with creditors and their enquiries

Whilst standard enquiries and tasks in this respect have been managed by support staff, the majority of creditor contact has been dealt with by the case manager and, in exceptional circumstances, the Liquidator

5 6 A copy of 'A creditors' guide to Liquidators' Fees' is available on request or can be downloaded from [www.icaew.com/en/technical/insolvency/creditors-guides](http://www.icaew.com/en/technical/insolvency/creditors-guides)

5 7 Attached as Appendix E is additional information in relation to this firm's policy on staffing, the use of subcontractors, disbursements and details of our current charge out rates by staff

## 6 Liquidator's Expenses

6 1 The following expenses have been incurred and paid since my appointment

Supplier/Service Provider	Nature of expense incurred	Amount incurred to date £	Paid to date £	Amount Outstanding £
HMRC	Petitioners Costs	920 00	920 00	0 00
AUA Insolvency Risk Services	Specific Bond	24 00	24 00	0 00
Legal Fees	Solicitors Costs	650 00	650 00	0 00
TMP	Statutory Advertising	227 46	227 46	0 00
Total Data Management	Storage Costs	71 25	71 25	0 00
<b>Total</b>		<b>1,821 46</b>	<b>1,821 46</b>	<b>0 00</b>

6 2 A fee of £6,000 plus VAT was approved by creditors at a first meeting of creditors held on 5 September 2014 in respect of assistance provided for preparation of Statement of Affairs. No funds are available in the liquidation to draw this fee, therefore this office will be seeking recovery of the same under the indemnity provided by the director upon our instruction.

## 7 Creditors' rights

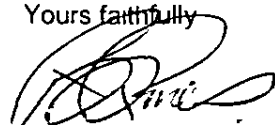
7 1 Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that the Liquidator provide further information about his remuneration or expenses which have been itemised in this progress report.

7 2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Liquidator's remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidator, as set out in this progress report, are excessive.

## 8 Next Report

8 1 I am required to provide a further report on the progress of the liquidation within two months of the next anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write to all creditors with my final progress report ahead of convening the final meeting of creditors.

Yours faithfully



Richard Rones  
Liquidator

**Adustus Services (UK) Limited  
(In Liquidation)**

**Liquidator's Summary of Receipts and Payments**

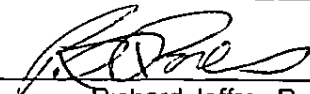
RECEIPTS	Statement of Affairs (£)	From 05/09/2014 To 04/09/2015 (£)	From 05/09/2015 To 04/09/2016 (£)	Total (£)
Book Debts	Uncertain	0 00	0 00	0 00
Shared ownership within ASLLP	Uncertain	0 00	0 00	0 00
Funds on account		2,000 00	0 00	2,000 00
Refund - Department for Transport		75 00	0 00	75 00
Bank Interest Gross		0 80	0 12	0 92
		<b>2,075 80</b>	<b>0 12</b>	<b>2,075 92</b>

**PAYMENTS**

Petitioners Costs		920 00	0 00	920 00
Specific Bond		24 00	0 00	24 00
Legal Fees (1)		250 00	0 00	250 00
Legal fees (2) - In House		400 00	0 00	400 00
Storage Costs		0 00	71 25	71 25
Statutory Advertising		227 46	0 00	227 46
		<b>1,821 46</b>	<b>71 25</b>	<b>1,892 71</b>
<b>Net Receipts/(Payments)</b>		<b>254 34</b>	<b>(71 13)</b>	<b>183 21</b>

**MADE UP AS FOLLOWS**

Fixed Current A/c	128 85	(85 38)	43 47
VAT Receivable / (Payable)	125 49	14 25	139 74
	<b>254 34</b>	<b>(71 13)</b>	<b>183 21</b>



Richard Jeffrey Rones  
Liquidator



# Time Entry - SIP9 Time & Cost Summary

A194 - Adustus Services (UK) Limited  
 All Post Appointment Project Codes  
 From 05/09/2015 To 04/09/2016

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	0.30	0.80	2.00	0.70	3.80	795.70	209.39
Case Specific Matters	0.10	0.00	2.70	0.00	2.80	552.50	197.32
Creditors	0.30	1.90	8.00	0.00	10.20	2,229.50	218.58
Investigations	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
<b>Total Hours</b>	<b>0.70</b>	<b>2.70</b>	<b>12.70</b>	<b>0.70</b>	<b>16.80</b>	<b>3,577.70</b>	<b>212.98</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	
<b>Total Disbursements Claimed</b>						<b>0.00</b>	

# Time Entry - SIP9 Time & Cost Summary

A194 - Adustus Services (UK) Limited  
All Post Appointment Project Codes  
From 05/09/2014 To 04/09/2016

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	1.90	4.10	16.05	6.30	28.35	5,529.60	195.05
Case Specific Matters	0.40	0.00	20.80	0.00	21.20	3,873.25	182.70
Creditors	0.60	1.90	28.70	0.00	31.20	6,179.00	198.04
Investigations	0.30	0.00	11.55	0.00	11.85	2,250.75	189.94
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
<b>Total Hours</b>	<b>3.20</b>	<b>6.00</b>	<b>77.10</b>	<b>6.30</b>	<b>92.60</b>	<b>17,832.60</b>	<b>192.58</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	
<b>Total Disbursements Claimed</b>						<b>0.00</b>	

**Additional Information in Relation to the Liquidator's Fees, Expenses & Disbursements****1 Staff Allocation and the Use of Sub-Contractors**

- 1.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case
- 1.2 The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment
- 1.3 On this case we do not propose using the services of sub-contractors

**2 Professional Advisors**

- 2.1 On this assignment we have used the professional advisors listed below. We have also indicated alongside, the basis of our fee arrangement with them, which is subject to review on a regular basis

Name of Professional Advisor	Basis of Fee Arrangement
AJA Insolvency Risk Services Limited (bond)	Scale rate
Legal fees	Hourly rate and disbursements

- 2.2 Our choice was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of our fee arrangement with them

**3 Liquidator's Expenses & Disbursements**

- 3.1 An analysis of the expenses paid to the date of this report, together with those incurred but not paid at the date of this report is provided below

	Paid in prior period £	Paid in the period covered by this report £	Incurred but not paid to date £	Total anticipated cost £
Statutory advertising	227.46			227.46
Specific penalty bond	24.00			24.00
Storage Costs		71.25		71.25
Category 2 disbursements			12.00	12.00

- 3.2 Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case. These disbursements are included in the tables of expenses above.
- 3.3 Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage. Details of Category 2 disbursements charged by this firm (where appropriate) were provided at the time the Liquidator's fees were approved by creditors. Any Category 2 disbursements incurred are specifically highlighted in the tables of expenses above.

**THORNTONRONES LIMITED****CHARGE OUT RATES & POLICY REGARDING THE RECHARGE OF DISBURSEMENT  
RECOVERY PURSUANT TO STATEMENT OF INSOLVENCY PRACTICE 9****1 CHARGE-OUT RATES**

Work undertaken on cases is recorded in 6 minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. Details of charge-out rates effective from 1 April 2014 are as follows:

<b>Staff</b>	<b>(per hour)</b>
Insolvency Practitioner	380
Director	300
Manager	295
Administrator 1	215
Administrator 2	185
Administrator 3	160
Administrator 4	140
Cashier	117
Support Staff	94

**2 DISBURSEMENT RECOVERY**

In accordance with Statement of Insolvency Practice 9 (SIP9) disbursements are categorised as either Category 1 or Category 2.

**2.1 Category 1 Disbursements**

Category 1 disbursements will generally comprise external supplies of incidental services specifically identifiable to the case. Where these have initially been paid by ThorntonRones and then recharged to the case, approval from creditors is not required. The amount recharged is the exact amount incurred. Category 1 disbursements can be drawn without prior approval, although an office holder should be prepared to disclose information about them in the same way as any other expenses.

Examples of Category 1 disbursements include postage, case advertising, specific bond insurance, company search fees, case management software system, invoiced travel and properly reimbursed expenses incurred by personnel in connection with the case. Also included will be services specific to the case where these cannot practically be provided internally such as printing, room hire and document storage.

**2.2 Category 2 Disbursements**

Category 2 disbursements include elements of shared or allocated costs incurred by ThorntonRones and recharged to the case; they are not attributed to the case by a third party invoice and/or they may include a profit element. Category 2 disbursements may be drawn if they have been approved in the same manner as an office holder's remuneration. When seeking approval, an office holder should explain, for each category of expenses, the basis on which the charge is being made. Examples of Category 2 disbursements are photocopying, all business mileage, internal room hire and internal storage.

The firm's current policy is that it recharges Category 2 disbursements as follows

Expense	Recharge £
Meeting room hire – per meeting per hour	75 00
Reports / Letters etc – per creditor	3 25
Correspondence – per debtor	2 00
Photocopying – per copy	0 10
Facsimile transmission – per sheet	1 00
Scanned documents for 3 <sup>rd</sup> party use – per sheet	0 20
Mileage at HMRC approved rate – per mile	0 45

All costs are subject to VAT, where applicable and reflect the actual cost of the materials or services used