

# 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	4	1	5	9	8	4	1
Company name in full	Clear Environmental Contracting London Limited							

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

### 2 Liquidator's name

Full forename(s)	Gary
Surname	Thompson

### 3 Liquidator's address

Building name/number	40a Station Road
Street	
Post town	Upminster
County/Region	Essex
Postcode	R M 1 4 2 T R
Country	

### 4 Liquidator's name ①

Full forename(s)	Michael
Surname	Kiely

① **Other liquidator**  
Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number	40a Station Road
Street	
Post town	Upminster
County/Region	Essex
Postcode	R M 1 4 2 T R
Country	

② **Other liquidator**  
Use this section to tell us about  
another liquidator.

# LIQ03

## Notice of progress report in voluntary winding up


### 6 Period of progress report

From date	<sup>d</sup> 2	<sup>d</sup> 6	<sup>m</sup> 0	<sup>m</sup> 1	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 2	
To date	<sup>d</sup> 2	<sup>d</sup> 5	<sup>m</sup> 0	<sup>m</sup> 1	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 3	

### 7 Progress report

☒ The progress report is attached

### 8 Sign and date

Liquidator's signature	Signature X  X								
Signature date	<sup>d</sup> 2	<sup>d</sup> 1	<sup>m</sup> 0	<sup>m</sup> 2	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 3	

LIQ03

Notice of progress report in voluntary winding up



**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 Robert Cogan

Company name Quantuma Advisory Limited

Address 40a Station Road

Post town Upminster

County/Region Essex

Postcode R M 1 4 2 T R

Country

DX

Telephone 01708 300170



**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)

# **Clear Environmental Contracting London Limited**

**(In Creditors' Voluntary Liquidation)**

**("the Company")**

## **THE JOINT LIQUIDATORS' PROGRESS REPORT**

**21 February 2023**

**Gary Thompson and Michael Kiely of Quantum Advisory Limited, 40a Station Road, Upminster, Essex, RM14 2TR, were appointed Joint Liquidators of Clear Environmental Contracting London Limited on 26 January 2022.**

**Gary Thompson is licensed to act as an Insolvency Practitioner by the Insolvency Practitioners Association and Michael Kiely is licensed to act as an Insolvency Practitioner by the Insolvency Practitioners Association**

**This report has been prepared for circulation solely to comply with the Joint Liquidators' statutory duty to report to Creditors under the provisions of The Insolvency (England and Wales) Rules 2016 and for no other purpose. This report is intended for the statutory recipients. The report cannot be used or relied upon by any party other than for its intended statutory purpose.**

## **CONTENTS**

<b>1</b>	<b>INTRODUCTION</b>
<b>2</b>	<b>THE PROGRESS OF THE LIQUIDATION</b>
<b>3</b>	<b>CREDITORS: CLAIMS AND DISTRIBUTIONS</b>
<b>4</b>	<b>OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS</b>
<b>5</b>	<b>ETHICS</b>
<b>6</b>	<b>THE JOINT LIQUIDATORS' FEES AND EXPENSES</b>

## **APPENDICES**

<b>Appendix 1</b>	<b>Statutory Information</b>
<b>Appendix 2</b>	<b>The Joint Liquidators' receipts and payments account from 26 January 2022 to 25 January 2023</b>
<b>Appendix 3</b>	<b>Schedule of Joint Liquidators' Time Costs from 26 January 2022 to 25 January 2023</b>
<b>Appendix 4</b>	<b>Detailed narrative list of work undertaken by the Joint Liquidators during the Review Period</b>
<b>Appendix 5</b>	<b>Quantuma Advisory Limited's Schedule of Current Charge-out Rates and Chargeable Expenses</b>

## **ABBREVIATIONS**

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

"the Act"	Insolvency Act 1986
"the Rules"	Insolvency (England and Wales) Rules 2016
"the Joint Liquidators"	Gary Thompson and Michael Kiely of Quantuma Advisory Limited
"the Company"	Clear Environmental Contracting London Limited (in Liquidation)
"EOS"	Estimated Outcome Statement
"SIP"	Statement of Insolvency Practice (England & Wales)
"Review Period"	Period covered by the report from 26/01/2022 to 25/01/2023
"Whole Period"	Period covered by the report from 26/01/2022 to 25/01/2023

## **1. INTRODUCTION**

### **Introduction**

This report has been prepared to provide Members and Creditors with an update on the progress of the Liquidation of the Company since the appointment as Joint Liquidators on 26 January 2022.

Please note that on 1 August 2020, Quantuma LLP transferred its business to Quantuma Advisory Limited

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

### **Details of the appointment of the Joint Liquidators**

Gary Thompson and Michael Kiely of Quantuma Advisory Limited were appointed Joint Liquidators of the Company on 26 January 2022.

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**

According to the Statement of Affairs lodged within these proceedings, the Company had no assets.

However, during the Review Period and despite numerous requests no financial information has been received from the Company's former bankers.

As a result, we have not been able to finalise our investigations into the affairs of the Company and until this information has been received investigations in this regard remain ongoing.

In addition, I have undertaken my administrative functions in dealing with statutory obligations as part of the Liquidation

During the Liquidation, the work undertaken has not resulted in the realisation of assets, and some of the tasks undertaken do not provide a financial benefit for creditors and are required by statute or best practice.

### **The Joint Liquidators' Receipts and Payments Account**

Attached at **Appendix 2** is a Receipts and Payments account covering the Review Period. In accordance with the requirements of SIP 7, the Joint Liquidators confirm that the account has been reconciled with that held at the bank.

The rest of this report describes the key developments in the Liquidation over the Review Period. A summary is provided of the main asset realisations during the Review Period and an estimation of those assets yet to be realised, together with details of costs incurred but as yet remaining unpaid.

### **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 insolvent estate, they have assisted in the efficient and compliant progressing of the Creditors' Voluntary Liquidation, which has ensured that the Joint Liquidators and their staff have carried out their work to high professional standards. Details of the tasks carried out during the Review Period are included in **Appendix 4**.

### **Realisation of assets**

There have not been any asset realisations during the period covered by this report.

### **Payments**

No payments have been made in the period covered by this report.

### **3. CREDITORS: CLAIMS AND DISTRIBUTIONS**

#### **Secured Creditors**

There are no secured creditors.

#### **Preferential creditors**

To date, no preferential claims have been received

#### **Secondary Preferential creditors**

In any insolvency process started from 1 December 2020, HM Revenue and Customs ('HMRC') is a secondary preferential creditor for the following liabilities:

- VAT
- PAYE Income Tax
- Employees' NIC
- CIS deductions
- student loan deductions

This will mean that, if there are sufficient funds available, any of the above amounts owed by the Company will be paid after the preferential creditors have been paid in full.

HMRC was estimated to have a secondary preferential claim in the sum of £4,500.00.

#### **Prescribed Part**

Under Section 176A of the Insolvency Act 1986, where after 15 September 2003 a company has granted to a creditor a floating charge, a proportion of the net property of the company must be made available purely for the Unsecured Creditors. This equates to:

- 50% of net property up to £10,000;
- Plus, 20% of net property in excess of £10,000.
- Subject to a maximum of £600,000.

The Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no prescribed part in this Liquidation.

#### **Unsecured Creditors**

Unsecured claims were estimated at £26,500.00 in the Director's Estimated Statement of Affairs and, to date, no claims have been received. At present, no dividend will be paid to unsecured creditors.

### **4. OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS**

#### **Investigations**

During the Review Period, the Joint Liquidators carried out an initial review of the Company's affairs in the period prior to appointment. This included seeking information and explanations from the Director(s) (and senior employees) by means of questionnaires (and interviews); making enquiries of the Company's accountants; reviewing information received from Creditors; and collecting and examining the Company's bank statements, accounts and other records.

The information gleaned from this process enabled the Joint Liquidators to meet their statutory duty to submit a confidential report on the conduct of the Directors (past and present) to the Insolvency Service.

This work was also carried out with the objective of making an initial assessment of whether there were any matters that may lead to any recoveries for the benefit of Creditors. This would typically include any potential claims which may be brought against parties either connected to or who have past dealings with the Company.

However, as the Company's former bankers have failed to provide us with the copy bank statements, investigations into the affairs of the Company remain ongoing.

Although this work did not generate any financial benefit to Creditors, it was necessary to meet the statutory duties as well as conduct appropriate enquiries and investigations into potential rights of actions to enhance realisations.

### **Further Information**

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

Information about this insolvency process may be found on the R3 website here <http://www.creditorinsolvencyguide.co.uk>.

### **General Data Protection Regulation**

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 <http://www.quantuma.com/legal-notices>.

## **5. ETHICS**

Please 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.

### **General Ethical Considerations**

Prior to the Joint Liquidators' appointment, a review of ethical issues was undertaken and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment over the Review Period.

### **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 Liquidators are obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment.

## **6. THE JOINT LIQUIDATORS' FEES AND EXPENSES**

A copy of 'A Creditors Guide to Liquidators' Fees' effective from 1 April 2021 together with Quantuma Advisory Limited's current schedule of charge-out rates and chargeable expenses, which includes historical charging information, may be found at <https://www.quantuma.com/guide/creditors-guide-fees/>.



A hard copy of both the Creditors' Guide and Quantuma Advisory Limited's current and/or historic charge-out rate and expenses policies may be obtained on request at no cost.

### Pre-Appointment Costs

Quantuma Advisory Limited's fee for assisting the Directors in convening the procedure to seek a decision from Creditors on the nomination of a Liquidator and helping with the preparation of the statement of affairs was £4,000.00 plus expenses and VAT.

The fee was agreed and paid by the Director personally prior to the Company being placed into Liquidation.

### Joint Liquidators' Fees

Given that there have been no realisation made in the Liquidation, I have not sought the approval of my fees as there are no realisations in which to discharge them.

A summary of the total remuneration charged for the period of the Liquidation is provided below. Total time costs amount to £5,506.50 representing 22.70 hours at an average hourly rate of £242.50. A full breakdown of these costs can be found at **Appendix 3**.

I believe this case generally to be of average complexity and no extraordinary responsibility has to date fallen upon me as Liquidator.

### Joint Liquidators' Expenses

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

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
<b>Category 1 expenses</b>				
Bond	40.00	40.00	40.00	Not Applicable
Statutory Advertising	272.00	272.00	272.00	Not Applicable
<b>Category 2 expenses</b>				
Photocopying, scanning & faxes (per side)				Please be advised that, whilst it was originally envisaged that these expenses would be charged to the estate, this has been no longer allowed since 1 April 2021
Company Search				
Stationery (Per Report/letter per member/creditor)				
Internal Meeting Room Hire (outside London)				
Internal Room Hire (in London)				
<b>TOTAL</b>	<b>312.00</b>	<b>312.00</b>	<b>312.00</b>	

The category 1 expenses total £312.00 and represent payments to parties not associated with the firm, who have provided services or goods for the administration of the assignment.

No category 2 expenses have been incurred in the period under review.

Included with the report is a notice of decision procedure, notice of invitation to establish a committee and a voting form to seek specific approval of the basis of these fees. Should you require any further information please advise.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with Quantuma Advisory Limited current and historic charge-out rate and expenses policies may be found at <http://www.quantuma.com/guide/creditors-guide-fees> . A hard copy of both the Creditors' Guide and the charge-out rate and expenses policies may be obtained on request.

#### **Sub Contracted Work**

I have not utilised the services of any sub-contractors in this case.

#### **Other professional costs**

No other professionals have been instructed in the Liquidation.

A copy of 'A Creditors Guide to Liquidators' Fees' effective from 1 April 2021 together with Quantuma Advisory Limited current schedule of charge-out rates and chargeable expenses may be found at <https://www.quantuma.com/guide/creditors-guide-fees/>.

A hard copy of both the Creditors' Guide and Quantuma Advisory Limited's current and/or historic charge-out rate and expenses policies may be obtained on request at no cost.

#### **Creditors' right to request information**

Any secured creditor, or unsecured creditor with the support of at least 5% in value of the unsecured creditors or with permission of the Court, may request in writing the Joint Liquidators to provide additional information regarding remuneration or expenses to that already supplied within this report. Such requests must be made within 21 days of receipt of this report.

#### **Creditors' right to challenge remuneration and/or expenses**

Any secured creditor, or unsecured creditor with the support of at least 10% in value of the unsecured creditors or with permission of the Court, may apply to the Court for one or more orders, reducing the amount or the basis of remuneration which the Joint Liquidators are entitled to charge or otherwise challenging some or all of the expenses incurred.

Such applications must be made within 8 weeks of receipt by the applicants of the progress report detailing the remuneration and/or expenses being complained of.

Please note that such challenges may not disturb remuneration or expenses disclosed in prior progress reports.

#### **Future of the Liquidation**

The administration of the Liquidation will continue in order to finalise matters regarding further investigations into the affairs of the Company.

Should you have any queries in regard to any of the above please do not hesitate to contact Robert Cogan on 01708 300 170 or by e-mail at [Robert.Cogan@quantuma.com](mailto:Robert.Cogan@quantuma.com).



**Gary Thompson**  
**Joint Liquidator**

**CLEAR ENVIRONMENTAL CONTRACTING LONDON LIMITED  
(IN LIQUIDATION)**

**STATUTORY INFORMATION**

Company Name	Clear Environmental Contracting London Limited
Trading Address	22 Farriers Way, Temple Farm Industrial Estate, Southend-On-Sea, SS2 5RY
Proceedings	In Liquidation
Date of Appointment	26 January 2022
Joint Liquidators	Gary Thompson Michael Kiely Quantuma Advisory Limited 40a Station Road, Upminster, Essex, RM14 2TR
Registered office Address	c/o Quantuma Advisory Limited 40a Station Road, Upminster, Essex, RM14 2TR
Company Number	04159841
Incorporation Date	14/02/2001

**CLEAR ENVIRONMENTAL CONTRACTING LONDON LIMITED  
(IN LIQUIDATION)**

**THE JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT AS AT 25 JANUARY 2023**

Statement Of Affairs	26/01/2022 to 25/01/2023
£	£
<b>ASSET REALISATIONS</b>	
-	-
None	
-	-
<b>COST OF REALISATIONS</b>	
None	-
<b>CASH IN HAND</b>	-

## Appendix 3

### CLEAR ENVIRONMENTAL CONTRACTING LONDON LIMITED (IN LIQUIDATION)

### SCHEDULE OF THE JOINT LIQUIDATORS' TIME COSTS DURING THE REVIEW PERIOD AND THE WHOLE PERIOD

#### Time Entry - SIP9 Time & Cost Summary

6010081 - Clear Environmental Contracting London Limited  
All Post Appointment Project Codes  
From: 25/01/2022 To: 25/01/2023

Classification of Work Function	Partner	Manager	Other Senior Professionals	Administrative & Support Staff	Total Hours	Total Cost (£)	Average Hourly Rate (£)
Admin & Planning	0.00	0.00	10.10	1.20	11.30	2,895.90	235.00
Case Note & Strategy	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash entry	0.00	0.00	0.00	0.30	0.30	42.30	141.00
Closing Procedures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Options	0.00	0.00	4.80	0.00	4.80	1,324.80	276.00
Investigations	0.20	1.50	4.30	0.00	6.00	1,488.00	248.00
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
<b>Total Hours</b>	<b>0.20</b>	<b>1.50</b>	<b>15.10</b>	<b>1.50</b>	<b>22.30</b>	<b>6,358.70</b>	<b>285.15</b>
<b>Total Fees Charged</b>						<b>0.00</b>	
<b>Total Disbursements Charged</b>						<b>0.00</b>	

**CLEAR ENVIRONMENTAL CONTRACTING LONDON LIMITED  
(IN LIQUIDATION)**

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

<b><u>ADMINISTRATION &amp; PLANNING</u></b>	
Administration & Planning	
Initial Statutory and General Notifications & Filing e.g. Advertising the appointment, undertaking statutory notifications to Companies House, HMRC, the Pension Protection Fund, preparing the documentation and dealing with other notification of appointment	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements
Obtaining a specific penalty bond.	
Recovering & Scheduling the company's books and records.	Collection and making an inventory of company books and records
Setting up electronic case files and electronic case details on IPS.	
General Administration - Dealing with all routine correspondence and emails relating to the case.	
Case strategy & completing file reviews at 1 month, 2 months & 6 months.	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case Periodic file reviews Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
VAT & Corporation Tax matters and returns.	Preparation and filing of VAT Returns Preparation and filing of Corporation Tax Returns
<b><u>CREDITORS</u></b>	
Creditors	
ERA - completing documentation for submission to the Redundancy Payments Office ("RPO") and liaising with the RPO regarding employee claims	
Employees - obtaining information from records about employee claims and dealing with employee correspondence/calls regarding their claims	Assisting employees to pursue claims via the RPO
Dealing with creditor correspondence, emails and telephone conversations.	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post
Committee Reporting	Reporting to Committee Members
Committee Meetings, Minutes & liaising with Committee Members	Holding an initial meeting of the committee Seeking the committee's approval on case strategy

	Calling and holding meetings of the committee as required and the circumstances of the case dictate
Reviewing and adjudicating creditors' claims - adjudicating claims & requesting additional information in support of claims	<p>Agreeing allocation of realisations and costs between fixed and floating charges</p> <p>Receipt of POD</p> <p>Adjudicating POD</p> <p>Request further information from claimants regarding POD</p> <p>Preparation of correspondence to claimant advising outcome of adjudication</p> <p>Seeking solicitors' advice on the validity of complex claims.</p> <p>Dealing with unclaimed dividends</p>
Dealing with HMRC/RPO claims	
Creditors' Meeting	<p>Preparation of meeting notices, proxies/voting forms and advertisements</p> <p>Notice of meeting to all known creditors</p> <p>Collate and examine proofs and proxies/votes to decide on resolutions</p> <p>Preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting.</p> <p>Responding to queries and questions following meeting</p> <p>Issuing notice of result of meeting.</p>
Annual/Progress Reports	<p>Preparing, circulating and filing progress reports.</p> <p>Disclosure of sales to connected parties</p>
Initial Appointment Notification to Creditors - Preparing the documentation & sending out initial appointment notification to creditors	Preparing a fee estimate for inclusion with the report to creditors.
<b><u>INVESTIGATIONS</u></b>	
Investigations	
SIP 2 Review - Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.	<p>Correspondence to request information on the company's dealings, making further enquiries of third parties</p> <p>Reviewing questionnaires submitted by creditors and Directors</p> <p>Reconstruction of financial affairs of the company</p> <p>Reviewing company's books and records</p> <p>Preparation of deficiency statement</p> <p>Review of specific transactions and liaising with Directors regarding certain transactions</p> <p>Liaising with the committee/creditors or major creditors about further action to be taken</p>
CDDA Reports - Preparing a report or return on the conduct of the Directors as required by the Company Directors Disqualification Act.	<p>Preparing statutory investigation reports</p> <p>Liaising with Insolvency Service</p> <p>Submission of report with the Insolvency Service</p> <p>Preparation and submission of supplementary report if required</p> <p>Assisting the Insolvency Service with its investigations</p>
Investigating & Pursuing Antecedent Transactions	

<b><u>CASHIERING</u></b>	
Opening, maintaining and managing the Office Holders' cashbook and bank account.	Preparing correspondence opening and closing accounts Requesting bank statements Correspondence with bank regarding specific transfers Maintenance of the estate cash book
Dealing with cheque requisitions	Issuing cheques/BACS payments
Dealing with deposit forms	Banking remittances
Bank Reconciliations	
Preparing & Filing statutory Receipts & Payments accounts	Preparing and filing statutory Receipts and Payments accounts at Companies House



**CLEAR ENVIRONMENTAL CONTRACTING LONDON LIMITED  
(IN LIQUIDATION)**

**Quantuma Advisory Limited  
Schedule of Current Charge Out Rates and Chargeable Expenses**

**CHARGE OUT RATES**

**Staff Allocation & Support Staff**

An objective and practical approach is taken to each case which includes active CEO/Managing Director's involvement from the outset. Other members of staff will be assigned on the basis of experience and specific skills to match the needs of the case. In accordance with the provisions of Statement of Insolvency Practice 9 (SIP 9), set out below are the current charge out rates per hour for the grades of staff employed within Quantuma Advisory Limited, exclusive of VAT.

Grade of Staff	Rate from 23 June 2022	
	Regional Offices	London Offices
<b>CEO/Managing Director</b>	£495.00	£665.00
<b>Appointment Taking Director</b>	£450.00	£560.00
<b>Director</b>	£400.00	£525.00
<b>Senior Manager</b>	£345.00	£460.00
<b>Manager</b>	£325.00	£395.00
<b>Assistant Manager</b>	£295.00	£360.00
<b>Senior Administrator</b>	£250.00	£310.00
<b>Administrator</b>	£200.00	£275.00
<b>Assistant Administrator</b>	£160.00	£210.00
<b>Case Accountant</b>	£110.00	£140.00
<b>Junior Administrator</b>	£125.00	£165.00
<b>Support Staff/Executive Assistant</b>	£110.00	£140.00

Work undertaken 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. Cases that are considered complex in nature are subject to a 25% increase on the published rates above. A full explanation of why a case is considered to be complex will be provided to creditors at the point fee approval is requested.

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

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

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

The time of support staff and executive assistants is not charged to a case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken.

Details of historic charge out rates are available to review [here](#) or will be provided upon request.

### **Subcontractors**

Details and the cost of any work which has been or is intended to be sub-contracted out that could otherwise be carried out by the office holder or his staff will be provided in any report which incorporates a request for approval of the basis upon which remuneration may be charged.

### **EXPENSES**

Expenses are any payments from the insolvency estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder and then reimbursed to the office holder from the estate.

Expenses are divided into those that do not need approval before they are charged to the estate (category 1) and those that do (category 2). The following details are effective from 1 April 2021. Details of historic disbursement charges are available to review [here](#) or will be provided upon request.

#### **Category 1 Expenses:**

These are payments to persons providing the service to which the expense relates who are not an associate of the office holder. Category 1 expenses can be paid without prior approval.

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

<b>Category 1 Expense – effective from 1 April 2021</b>	<b>Basis of Charge</b>
Professional Advice e.g. costs of solicitors, agents & valuers, pensions advisors, employment specialists etc	Typically on a timecosts or fixed fee basis – the basis of charge will be agreed by the office holder so as to represent best value and will be provided in reports to creditors. The choice of professional advisors is based around a number of factors including, but not restricted to, their expertise in a particular field, the complexity or otherwise of the assignment and their geographic location.
Statutory & other Advertising	At cost incurred.
Indemnity Bond	At cost of mandatory cover required in accordance with the Insolvency Act 1986 for each appointment
Insurance of assets	At cost in relation to asset coverage requirements
Travel	All forms other than mileage at actual cost
Room Hire	All external venues at actual cost
Record Listing, Storage & Retrieval	At cost incurred
Printing & Postage costs of external provider.	At cost incurred
Virtual Meeting Platform (from 6/4/17)	At cost incurred

#### **Category 2 Expenses**

These are payments to associates or which have an element of shared costs. Before being paid, category 2 expenses require approval in the same manner as an office holder's remuneration.

The term associate is defined in the insolvency legislation. Additionally SIP 9 directs that where a reasonable and informed third party might consider there would be an association, payments should be treated as if they are being made to an associate, notwithstanding the nature of the association may not meet the definition in the legislation.

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

<b>Category 2 Expense – effective from 1 April 2021</b>	<b>Cost £</b>
Mileage incurred as a result of necessary travel as per HMRC's approved rate (per mile)	£0.45
Professional Services provided by non-insolvency service lines within Quantuma Advisory Limited or by associated Companies within the Corporate Group structure of Quantuma Advisory Limited	As advised to creditors on a case by case basis.

The schedule is available for creditors to review at <http://www.quantuma.com/guide/creditors-guide-fees>.

## **VAT**

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

## **Creditors' Rights**

Information about Creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk>. Details about how an office holder's fees may be approved for each case type and challenged are available in a series of guides issued with SIP 9 and can be accessed at <https://www.quantuma.com/guide/creditors-guide-fees>. Alternatively hard copies of these documents may be requested free of charge from Quantuma's registered office.