

# 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 3 9 4 6 2 4

Company name in full Mobilewebadz Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Andrew

Surname Pear

### 3 Liquidator's address

Building name/number 82

Street St John Street

Post town London

County/Region

Postcode E C 1 M 4 J N

Country

### 4 Liquidator's name ①

Full forename(s) Michael

Surname Solomons

#### ① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number 82

Street St John Street

Post town London

County/Region

Postcode E C 1 M 4 J N


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	<sup>d</sup>	2	<sup>d</sup>	1	<sup>m</sup>	0	<sup>m</sup>	5	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	1
To date	<sup>d</sup>	2	<sup>d</sup>	0	<sup>m</sup>	0	<sup>m</sup>	5	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	2
<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	<sup>d</sup>	2	<sup>d</sup>	7	<sup>m</sup>	0	<sup>m</sup>	5	<sup>y</sup>	2	<sup>y</sup>	0	<sup>y</sup>	2	<sup>y</sup>	2

**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 **Julie Thatcher**

Company name **Moorfields Advisory Limited**

Address **82 St John Street**

Post town **London**

County/Region

Postcode **E C 1 M 4 J N**

Country

DX

Telephone **020 7549 8050**

**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)**



TO ALL MEMBERS AND KNOWN CREDITORS

Our ref: JT/MOB002AP

27 May 2022

Dear Sirs

**Mobilewebadz Limited – In Creditors’ Voluntary Liquidation (“the Company”)**

As you are aware, Michael Solomons and I were appointed Joint Liquidators of the Company on 21 May 2018. I have prepared my fourth annual progress report on the Company for the period 21 May 2021 to 20 May 2022 (the reporting period). Statutory information regarding the Company is attached at Appendix I.

The Liquidators have acted jointly and severally in all matters relating to the Liquidation and there have been no changes in the office holders since my last report. Since the last report, BM Advisory LLP and Moorfields Advisory Limited merged on 21 February 2022 and now trade as Moorfields. This had no impact on the management of the Liquidation. This report should be read in conjunction with my previous reports, copies of which are available on request. Further information can also be found at [www.creditorinsolvencyguide.co.uk](http://www.creditorinsolvencyguide.co.uk) which is designed to provide creditors with a step by step guide to the insolvency process.

**CONDUCT OF LIQUIDATION**

For a full detailed history of the Company and reasons leading up to my appointment please refer to previous reports.

During this reporting period all statutory matters incumbent upon Liquidators have been attended to, including (but not limited to), issuing progress reports to members and creditors and submitting all necessary tax returns. Time has been spent organising the deregistration of the Company’s VAT Group, continuing to review and adjudicate creditor claims received and responding to an HM Revenue & Customs request regarding historic payroll transactions that required a detailed review of the Company’s books and records.

Once the intercompany dividend has been received a dividend will be paid to unsecured creditors and then the Liquidation can be brought to a close.

**RECEIPTS AND PAYMENTS ACCOUNT**

A receipts and payments account for the reporting period and the whole period of the Liquidation, is attached at Appendix II and shows a balance on hand of £42,724.

**Moorfields, 82 St John Street, London EC1M 4JN**

**+44 (0)20 7549 8050**

**[moorfieldscr.com](http://moorfieldscr.com)**

**[info@moorfieldscr.com](mailto:info@moorfieldscr.com)**

Moorfields is the trading name of Moorfields Advisory Limited registered in England and Wales No 13642315. VAT Number GB 402 0032 82. The company’s registered office is at 82 St John Street, London EC1M 4JN.

The Institute of Chartered Accountants in England and Wales authorises Simon Thomas, Aaron Kendall, Tom Straw and Milan Vucelja and the Insolvency Practitioners Association authorises Andrew Pear, Michael Solomons and Richard Keley to act as insolvency practitioners in the UK under section 390(2)(a) of the Insolvency Act 1986.

Office Holders acting as Administrators or Administrative Receivers manage the affairs, business and property of the debtor subject to the appointment and contract only as agent of the debtor and without personal liability. Office Holders acting as Receivers manage the property of the Mortgagor and contract only as agent of the Mortgagor and without personal liability.

We may obtain personal data about you when we communicate with you. For information about how we use your personal data and your legal rights please go to [www.moorfieldscr.com/privacy-policy](http://www.moorfieldscr.com/privacy-policy) or email [info@moorfieldscr.com](mailto:info@moorfieldscr.com).

Private and confidential.

Estate funds were originally banked into a designated interest bearing estate account, but changes within the bank now mean the account is non-interest bearing. The account has been reconciled to required financial records.

## ASSETS

### Related entities net position

The only remaining asset is a third and final dividend to be received from the Liquidation of the related entity, MobStuff (UK) Limited – in Liquidation (“MSUK”). The quantum and timing are uncertain at the date of this report as it is dependent on a dividend flows from related entities in the group that are also in Liquidation.

### Bank charges refund

Following a review of its procedures, NatWest Bank identified that some international payments made from the Company's pre appointment accounts had an incorrect exchange rate applied between March 2010 and May 2014. As a result a refund was received in this reporting period being the difference due plus interest. No further realisations are expected in this regard.

### Book debts

In this reporting period, a first and final dividend was received from a debtor that was in Liquidation. No further funds are expected in this regard.

## LIABILITIES

### Secured creditor

The Company's mortgage register held by the Registrar of Companies shows that the Company had no current charges over its assets.

The Company's associated entities, MSUK, MobStuff Global Limited, Mobilewebadz Global Limited and MobBill (UK) Limited – all subject to Liquidation (“the Group”), have granted security and cross guarantees in favour of an investor group (“the Secured Parties”). The Secured Parties considered that they held valid security over the assets of the Company despite the fact no formal charge was registered at Companies House. The Liquidators sought legal advice in this regard and were advised that there was no valid charge. The Secured Parties were owed £3,478,044 (plus interest and other charges) and as a result of distributions paid by the Group, the current balance due under the cross guarantee is £3,171,871 (plus interest and other charges).

### Preferential creditor

As previously reported, there are no known preferential creditors in this matter.

### Unsecured creditors

The Company was estimated to have trade and expense creditors totalling £2,778,824, including £147,838 in relation to outstanding PAYE. Claims totalling £1,016,692 have been received to date, including HM Revenue and Customs for £150,669. Former employees of the Company were estimated to have claims totalling £177,396 in respect of redundancy pay and compensatory notice pay. To date, received claims total £111,553.

The Secured Parties intimated that in the event they did not hold valid security, they would rank as an unsecured creditor and submitted a claim in the sum of £3,478,044. This claim and the security position will be adjudicated once the Liquidators are in a position to declare a dividend to unsecured creditors.

Included in the claims lodged to date are claims received in various currencies and I have converted these to sterling using the relevant mid-market rates as at the date of Liquidation.

## DIVIDENDS

Based on available information, there will be a dividend available to unsecured creditors. However, the timing or quantum cannot be estimated at present. Given the level of creditor claims it would not be meaningful to pay an interim and then final distribution based on current funds. In due course, all known creditors who have not yet submitted a proof will be written to inviting them to do so.

## PRESCRIBED PART

The Prescribed Part Fund is created out of the Company's net floating charge property pursuant to Section 176A of the Insolvency Act 1986, as long as the floating charge was registered later than 15 September 2003.

As previously advised, the Company had no outstanding charges registered at Companies House. However, in the event that the security claimed by the Secured Parties is valid, the prescribed part provisions may apply. The Company's net property and any distribution under the prescribed part provisions will be determined at that time.

## JOINT LIQUIDATORS' INVESTIGATIONS

An initial investigation was undertaken into the Company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking into account public interest and the potential recoveries and costs involved. It was concluded that there were no matters that justified further investigation.

## PRE-APPOINTMENT REMUNERATION

The directors and creditors previously authorised the payment of this firm's fees for assistance with preparing the statement of affairs in the sum of £7,500 and facilitating the creditors' decision in the sum of £2,500, plus VAT and disbursements. These fees were paid in full by the Company prior to the appointment.

## JOINT LIQUIDATORS' REMUNERATION

On 24 September 2018, creditors agreed that the Liquidators be remunerated by a combination of a fixed fee of £50,000 plus VAT and on the following percentage bases of asset realisations:

Asset class	% of realisations
Rent deposit, book debts	15%
Related entities net position	10%
Computer equipment	6%
Prepayments, IP assets	5%
Cash at bank	1.5%

On 29 July 2021, creditors approved to increase the fixed fee from £50,000 to £70,000 plus VAT and this has been drawn in full, of which £20,000 was drawn in this reporting period. Detailed below is a summary of asset realisations to date, the amount of remuneration entitled to be drawn, the remuneration drawn to date and the remuneration which remains unpaid.

Asset class	Fee %	Realisations to date £	Fees payable £	Fees paid to date £	Remains unpaid £
Rent deposit	15%	-	-	-	-
Computer equipment	6%	2,889	173	173	-
Book debts	15%	4,669	700	688	12
Related entities net position	10%	15,413	1,541	1,541	-
Cash at bank	1.5%	162,066	2,431	2,431	-
Prepayments	5%	8,318	416	416	-
Intellectual property assets	5%	-	-	-	-
Total		193,355	5,261	5,249	12

Following the merger between BM Advisory and Moorfields on 21 February 2022, the firm's fee policy has changed and as such both policies are provided at Appendix III, together with a summary of the work undertaken in this reporting period.

A guide to fees can be found at [www.r3.org.uk/technical-library/england-wales/technical-guidance/fees/](http://www.r3.org.uk/technical-library/england-wales/technical-guidance/fees/) and provides information relating to Liquidators' remuneration. A hard copy is available on request.

Please note that a secured creditor, or unsecured creditor with the permission of the Court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question), may request further details of the Joint Liquidators' remuneration and expenses, within 21 days of receipt of this report.

Furthermore, a secured creditor, or unsecured creditor with the permission of the Court or with the concurrence of 10% in value of the creditors (including the creditor in question), may 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 eight weeks of receipt of this report.

## JOINT LIQUIDATORS' EXPENSES

On 24 September 2018, creditors approved the recovery of Category 2 expenses. Category 1 expenses do not need approval and can be drawn at the Liquidators' discretion without authority. The firm's policies on fees up to 21 February 2022 and after the merger are attached at Appendix III.

Detailed below are the expenses I expected to incur during the Liquidation and what I have incurred in this reporting period and to date, together with details of what has been paid in this period and what remains unpaid.

		Estimated total cost £	Incurred in period £	Incurred to date £	Paid during period £	Remains unpaid £
Statutory advertising	Category 1	285.00	-	142.30	-	-
International conf. calls	Category 1	250.00	-	201.47	-	-
Travel	Category 1	50.00	-	23.77	-	-
Virtual meeting	Category 1	107.00	-	106.82	-	-
Storage	Category 1	1,090.00	236.25	1,340.55	191.25	168.75
Insurance	Category 1	-	-	232.24	-	-
Bond	Category 1	312.00	-	312.00	-	-
<b>TOTAL</b>		<b>2,094.00</b>	<b>236.25</b>	<b>2,359.15</b>	<b>191.25</b>	<b>168.75</b>

As advised previously, the expenses incurred were likely to exceed the original estimate given to creditors due to higher than anticipated storage costs and the Liquidation continuing for longer than originally expected. A revised estimate of £2,500 was provided in the event the Liquidation can be closed before the next anniversary, which still applies albeit the Liquidation has not yet been closed.

During the Liquidation, professional advisors were instructed to assist with various matters. Details of the fee arrangements agreed in each instance, the estimated total cost and the costs incurred have been provided in previous reports. No fees remain unpaid and no further work is expected to be required from these parties. Mr Jacobs was the only advisor still continuing to assist in the Liquidation and was to be paid as a percentage of future realisations where he assists in the collection, agreed at 10%, plus out of pocket expenses. No realisations have been achieved that would result in any monies due to Mr Jacobs in this reporting period.

## SUMMARY

I shall report again on the next anniversary of my appointment, or the closure of the Liquidation, whichever is sooner.

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

In accordance with the provisions of the General Data Protection Regulations the lawful basis for processing

your personal data is in order to comply with our legal obligations set out in the Insolvency Legislation, the purpose of processing the data is to administer the insolvent estate. Your data will be retained for 6 years and 3 months following our vacation of office. Further details regarding how we process your personal data can be found in our Privacy policy at [www.moorfieldscr.com/privacy-policy](http://www.moorfieldscr.com/privacy-policy).

If you have any queries regarding this report, please contact Julie Thatcher of this office on 020 7549 8007 or email [julie.thatcher@moorfieldscr.com](mailto:julie.thatcher@moorfieldscr.com).

Yours faithfully

A handwritten signature in black ink, appearing to be 'Andrew Pear', written over a circular stamp or seal.

Andrew Pear  
Joint Liquidator



## STATUTORY INFORMATION

Company name:	Mobilewebadz Limited
Registered office:	82 St John Street, London EC1M 4JN
Former registered office:	Unit 7 Lower Ground Floor, Europoint House, 5-11 Lavington Street London SE1 0NZ
Former trading address:	Unit 7 Lower Ground Floor, Europoint House, 5-11 Lavington Street London SE1 0NZ
Registered number:	04394624
Joint Liquidators' names:	Andrew Pear and Michael Solomons
Joint Liquidators' address:	82 St John Street, London EC1M 4JN
Liquidators' date of appointment:	21 May 2018

**Mobilewebadz Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 21/05/2021 To 20/05/2022 £	From 21/05/2018 To 20/05/2022 £
18,844.24	SECURED ASSETS Rent deposit	NIL NIL	NIL NIL
(18,844.24)	SECURED CREDITORS Landlord	NIL NIL	NIL NIL
	ASSET REALISATIONS		
	Bank charges refund	2,455.97	2,455.97
	Bank interest (gross)	NIL	23.42
60,000.00	Book debts	82.97	4,668.54
94,326.00	Cash at bank	NIL	162,066.33
Uncertain	Computer equipment	NIL	2,889.00
NIL	Investment in subsidiaries	NIL	NIL
	Late payment interest - HMRC	NIL	50.00
3,000.00	Prepayments	NIL	8,318.33
Uncertain	Related entities net position	NIL	15,412.68
		2,538.94	195,884.27
	COST OF REALISATIONS		
	Accountancy package	NIL	1,426.50
	Agents' disbursements	NIL	120.74
	Agents' fees	NIL	63,774.76
	Bank charges	NIL	25.00
	Insurance	NIL	232.24
	Joint Liquidators' expenses	NIL	789.36
	Joint Liquidators' fees (%)	NIL	5,249.37
	Joint Liquidators' fees (fixed)	20,000.00	70,000.00
	Legal fees	NIL	5,640.89
	Other property expenses	NIL	694.35
	Storage costs	191.25	1,168.80
		(20,191.25)	(149,122.01)
	UNSECURED CREDITORS		
(420,648.18)	Consumer creditors	NIL	NIL
(177,395.51)	Employees	NIL	NIL
(3,478,044.00)	Loan Note Holders	NIL	NIL
(2,358,176.08)	Trade & expense creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(7,829.64)	Ordinary shareholders	NIL	NIL
(2,705,274.00)	Share premium	NIL	NIL
		NIL	NIL
<b>(8,990,041.41)</b>		<b>(17,652.31)</b>	<b>46,762.26</b>
	REPRESENTED BY		
	Estate account - non interest bearing		42,724.01
	Fixed Charge VAT receivable		4,000.00
	VAT receivable		38.25
			<b>46,762.26</b>

## MOBILEWEBADZ LIMITED - IN LIQUIDATION

Summary of work undertaken during the period 21 May 2021 to 20 May 2022

### REMUNERATION APPROVED ON A FIXED FEE BASIS

As agreed, the Joint Liquidators are to be remunerated by a fixed fee for certain tasks and details of this fee are set out in the report. A summary of the work undertaken in this reporting period, which is to be remunerated on a fixed fee basis, is detailed below and was required to be undertaken to deal meet our statutory duties and obligations:

#### ADMINISTRATION AND PLANNING

Maintaining and managing the Liquidators' estate bank account.  
Maintaining and managing the Liquidators' cash book.  
Undertaking regular reconciliations of the Liquidators' estate bank account.

#### STATUTORY COMPLIANCE

Dealing with all correspondence and emails relating to the case.  
Reviewing the adequacy of the specific penalty bond on a quarterly basis.  
Undertaking periodic reviews of the progress of the case.  
Overseeing and controlling the work done.  
Preparing, reviewing and issuing progress reports to creditors and members.  
Filing returns at Companies House and/or Court (as applicable).  
Preparing and filing VAT returns.  
Preparing and filing Corporation Tax returns.

#### INVESTIGATIONS

Responding to HMRC regarding enquiries into pre appointment payroll transactions and reviewing books and records.

#### CREDITORS

Dealing with all creditor correspondence, emails and telephone conversations regarding their claims. Creditors should note that there are 2,336 known stakeholders in the Liquidation.  
Maintaining up to date creditor information in respect of 2,336 known stakeholders on the insolvency practice management system.  
Reviewing and adjudicating creditor claims.

### REMUNERATION APPROVED AS A PERCENTAGE OF REALISATIONS

As agreed, the Joint Liquidators are to be remunerated by a percentage of realisations for certain tasks and details of this fee are set out in the report. A summary of the work undertaken in this reporting period, which is to be remunerated as a percentage of realisations, is detailed below and was required to be undertaken to deal with the specific circumstances of the case:

#### ASSET REALISATIONS

Recovery of book debts.  
Liaising with NatWest regarding issue of refund due to incorrect foreign exchange rates.

#### Notes:

- 'Administration and planning' represents the work involved in the routine administrative functions of the case. It does not give direct financial benefit to the creditors, but has to be undertaken to meet our statutory requirements and obligations under the insolvency legislation and the Statements of Insolvency Practice.
- 'Statutory compliance and reporting' represents the work involved in the statutory functions of the case, together with the necessary control and supervision by senior staff. It does not give direct financial benefit to the creditors, but has to be undertaken to meet our statutory obligations.
- 'Investigations' represents the work required to comply with our statutory obligations and has no direct financial benefit to creditors unless there are potential recovery actions identified. Details of the investigations undertaken and outcomes are set out in the report.
- 'Creditors' represents the work required to deal with the various creditors of the Company and maintain records of each claim. All queries and correspondence are dealt with as part of our statutory obligations.
- 'Asset realisation' represents the work required to be undertaken to realise the known assets in the case for the benefit of the creditors, details of which are set out in the report.

## BM ADVISORY

### STATEMENT OF POLICY ON FEES

#### Introduction

This statement has been prepared in accordance with guidelines set out in Statement of Insolvency Practice 9 issued by the Association of Business Recovery Professionals (R3). The following information applies to all appointments of partners, directors, consultants or staff of BM Advisory, to act as any of the following:-

Liquidator, Receiver, Administrator or Administrative Receiver of a Limited Company or Limited Liability Partnership  
Trustee in Bankruptcy  
Supervisor of an Individual, Company or Partnership Voluntary Arrangement  
Administrator under the Insolvent Estates Order

When acting as Nominee, the provisions of the Insolvency Act 1986 ("the Act") require that the amount of the fees payable to the office holder be specified within the Debtor's proposals. Such fees will nevertheless be fixed to take account of the office holder's expected time costs arising as referred to below.

#### Policy on fees

In accordance with the Act, the office holder may seek approval of their remuneration either on a fixed fee basis, on a percentage basis or on a time costs basis. When an office holder's fees are approved by reference to time costs, they will be charged at the firm's usual rates applicable at the time the work is carried out. Rates may be varied from time to time, at the sole discretion of BM Advisory, and such changes will be notified in retrospect with each report to Creditors. It is the policy of BM Advisory to use as junior grade of staff as compatible with the efficient conduct of the matter in order to ensure costs are kept to a minimum. Time is recorded in 6 minute units with supporting narrative to explain the work undertaken. Where an office holder's fees are approved on a percentage of realisations and/or a fixed fee basis the direct costs (such as staff costs, costs of case management system etc.) incurred in undertaking that work will be included in the remuneration and will not separately recover sums already included in the fixed fee or percentage basis.

As at 1 March 2020 the hourly rates applicable are:

Grade	£
Partner 1	430
Partner 2	380
Associate Director	360
Senior Manager	340
Manager	310
Assistant Manager	285
Senior Administrator	240
Administrator	185
Junior Administrator	125
Cashier	115
Support staff	85

Rates vary between individuals, reflecting experience and qualification. For certain more complex tasks, BM Advisory may seek to apply a higher rate in respect of work undertaken, but subject to prior authorisation in accordance with the Act. Further information on the manner in which an office holder's fees may be fixed, can be found in the guidance notes on our website: [www.bm-advisory.com/resources/](http://www.bm-advisory.com/resources/).

#### Expenses

Expenses are any payments from the insolvent estate that are neither the office holder's remuneration nor a distribution to members/creditors. Expenses also include disbursements that are payments that are first paid by the office holder and then reimbursed from the insolvent estate.

Category 1 expenses are directly referable to an invoice from a third party, which is either in the name of the case or BM Advisory; in the case of the latter, the invoice makes reference to, and therefore can be directly attributed to, the case. These expenses are recoverable in full from the case without the prior approval of creditors either by a direct payment from the case or, where BM Advisory has made payment on behalf of the case, by a recharge of the amount invoiced by the third party. Examples of category 1 expenses are professional advisors (that are not associates), statutory advertising, external meeting room hire (specifically for that case), external storage and specific bond insurance.

Category 2 expenses are either payments to associates or costs incurred by BM Advisory that have an element of shared costs and recharged to the case. These expenses are recoverable in full from the case, subject to the basis of the disbursement charge being approved by creditors in advance. It is proposed that the following category 2 disbursements are recovered:

Mileage (per mile)	at the HMRC approved mileage rate at the time the mileage was incurred
Photocopying/printing (per sheet)	£0.15

Professional advisors such as lawyers, agents, pension specialists may be instructed to assist the office holder on a case where such assistance is considered necessary to properly administer the case. The fees charged will be recharged at cost to the case. Where the professional advisor is not as associate of the office holder it will be for the office holder to agree the basis of the fees charged. Where the professional advisor is an associate of the office holder, those responsible for fixing the basis of the office holder's remuneration will be responsible for approving payments to the professional advisors.

**Moorfields**  
**Statement of Policy on Charging Remuneration and Expenses January 2022**

In accordance with best practice we provide below details of Moorfields' policies, in respect of fees and expenses for work in relation to insolvency estates.

The Partners will engage managers and other staff to work on the insolvent estate and statutory compliance diaries. The work required is delegated to the most appropriate level of staff taking account of the nature of the work and the individual's experience. Additional assistance is provided by accounting and treasury executives dealing with the estate's bank accounts. Work carried out by all staff is subject to the overall supervision of the Partners.

All time spent by staff working directly on case related matters is charged to a time code established for the case. Each member of staff has a specific hourly rate, which is subject to change over time.

The current charge out rates per hour of staff within the firm who may be involved in working on the insolvency follows: this in no way implies that staff at all such grades will work on the case.

<b>GRADE</b>	<b>£</b>
Partner	475-650
Director	400-550
Senior Manager	375-530
Manager	345-500
Assistant Manager	315-450
Senior Associate	265-375
Associate	205-250
Junior Associate	140-200
Cashier/ Support	95-195

The rates charged by Moorfields are reviewed periodically in January & July each year and are adjusted to take account of inflation and the firm's overheads.

Our rates increased on 1 January 2022. The charge out rates per hour for the period from 1 January 2021 to 31 December 2021 were:

<b>GRADE</b>	<b>£</b>
Partner	625
Director	550
Senior Manager	530
Manager	500
Assistant Manager	450
Senior Associate	375
Associate	250
Junior Associate	200
Cashier/ Support	195

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time in units of 6 minutes.

Where an officeholder's remuneration is approved on a time cost basis the time invoiced to the case will be subject to VAT at the prevailing rate.

Where remuneration has been approved on a time cost basis the time invoiced will be provided to any committee appointed by the creditors or in the absence of a committee to the creditors, the report will provide a breakdown of the remuneration drawn and will enable the recipients to see the average rates of such costs. The current hourly rates may be higher than the average rates, if hourly rates have increased over the period covered by the fee request.

Approved remuneration will be drawn at such times that sufficient funds are available.

## **EXPENSES**

In accordance with SIP 9, expenses are any payments from the 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).

### **Category 1 Expenses**

Separate charges are made in respect of directly attributable expenses (Category 1 expenses) such as travelling, postage, photocopying (if external provider), statutory advertising and other expenses made on behalf of the assignment. These are payments made to persons providing the service to which the expense relates who are not an associate of the office holder.

Such expenses can be paid from the estate without approval from the Creditors' Committee or the general body of creditors. In line with SIP 9, it is our policy to disclose Category 1 expenses drawn but not to seek approval for their payment. We are prepared to provide such additional information as may reasonably be required to support the expenses drawn.

### **Category 2 Expenses**

Category 2 expenses do require approval from creditors.

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. Category 2 expenses require approval whether paid directly from the estate or as a disbursement.

It is our policy, in line with the Statement, to seek approval for Category 2 expenses before they are drawn.

The following Category 2 expenses are currently charged by this firm:

- Mileage allowances are paid at HM Revenue & Customs approved rates. For personnel using their own vehicles, these are currently 45 pence per mile for the first 10,000 miles and 25 pence per mile thereafter.

It should be noted that expenses might increase from time to time, however, increases would only be in line with inflation or increases from our supplier.