

In accordance with  
Rule 3.60 of the  
Insolvency (England  
& Wales) Rules 2016  
& Paragraph 83(3) of  
Schedule B1 to the  
Insolvency Act 1986.

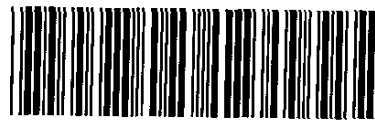
# AM22

## Notice of move from administration to creditors' voluntary liquidation



Companies House

SATURDAY



A08 \*A7KTQCYX\* 15/12/2018 #110  
COMPANIES HOUSE

### 1 Company details

Company number 0 4 4 9 7 9 2 4

Company name in full Aluminium Structures (Work Platforms) Limited

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

### 2 Court details

Court name Manchester District Registry

Court case number 2 3 4 8 2 0 1 7

### 3 Administrator's name

Full forename(s) Jonathan E

Surname Avery-Gee

### 4 Administrator's address

Building name/number Greg's Building

Street 1 Booth Street

Post town Manchester

County/Region

Postcode M 2 4 D U

Country

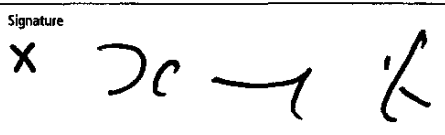
# AM22

Notice of move from administration to creditors' voluntary liquidation

<b>5</b>	<b>Administrator's name <sup>①</sup></b>	
Full forename(s)	Stephen L	
Surname	Conn	
		<b>① Other administrator</b> Use this section to tell us about another administrator.
<b>6</b>	<b>Administrator's address <sup>②</sup></b>	
Building name/number	Greg's Building	
Street	1 Booth Street	
Post town	Manchester	
County/Region		
Postcode	M 2    4    D    U	
Country		
		<b>② Other administrator</b> Use this section to tell us about another administrator.
<b>7</b>	<b>Appointor/applicant's name</b>	
Give the name of the person who made the appointment or the administration application.		
Full forename(s)	the	
Surname	directors	
<b>8</b>	<b>Proposed liquidator's name</b>	
Full forename(s)	Jonathan E	
Surname	Avery-Gee	
Insolvency practitioner number	1   5   4   9	
<b>9</b>	<b>Proposed liquidator's address</b>	
Building name/number	17 St Ann's Square	
Street	Manchester	
Post town	M2 7PW	
County/Region		
Postcode		
Country		

# AM22

Notice of move from administration to creditors' voluntary liquidation

<b>10</b>		<b>Proposed liquidator's name<sup>①</sup></b>	
Full forename(s)	Stephen L		
Surname	Conn		
Insolvency practitioner number	1	7	6 2
		<b>① Other liquidator</b> Use this section to tell us about another liquidator.	
<b>11</b>		<b>Proposed liquidator's address<sup>②</sup></b>	
Building name/number	17 St Ann's Square		
Street	Manchester		
Post town	M2 7PW		
County/Region			
Postcode			
Country			
		<b>② Other liquidator</b> Use this section to tell us about another liquidator.	
<b>12</b>		<b>Period of progress report</b>	
From date	d 2 0	m 0 4	y 2 0 1 7
To date	d 1 3	m 1 2	y 2 0 1 8
<b>13</b>		<b>Final progress report</b>	
		<input checked="" type="checkbox"/> I have attached a copy of the final progress report.	
<b>14</b>		<b>Sign and date</b>	
Administrator's signature	Signature 		
Signature date	d 1 3	m 1 2	y 2 0 1 8

# AM22

Notice of move from administration to creditors' voluntary liquidation



## 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 **Stephanie Adams**

Company name **CG&Co**

Address **Greg's Building**

**1 Booth Street**

Post town **Manchester**

County/Region

Postcode

**M 2 4 D U**

Country

DX

Telephone **0161 358 0210**



## 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 and dated 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.



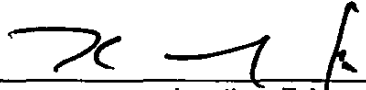
## Further information

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)**

**Aluminium Structures (Work Platforms) Limited**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £	From 20/10/2018 To 13/12/2018 £	From 20/04/2017 To 13/12/2018 £
	<b>ASSET REALISATIONS</b>	
	Corporation tax refund	NIL 19,890.80
35,000.00	Assets, Goodwill & IPR	NIL 35,000.00
12,548.00	Book Debts	2,558.52 51,140.28
	Cash at Bank	NIL 11,825.16
	DVLA Refund	NIL 191.66
	Bank Interest Gross	44.75 283.53
	Merseytravel Refund	NIL 50.60
	Post Administration Debtor	NIL 9,170.00
	Settlement re litigation	NIL 10,000.00
		<u>2,603.27 137,552.03</u>
	<b>COST OF REALISATIONS</b>	
	Specific Bond	NIL 368.00
	Office Holders Fees (Pre)	NIL 7,500.00
	Office Holders Fee (Post)	NIL NIL
	Accountants Fees	NIL 7,509.00
	Agents/Valuers Fees	NIL 3,500.00
	Legal Fees (1)	NIL 38,330.00
	Corporation Tax	NIL 30.97
	Stationery & Postage	NIL 71.61
	Court Fee	50.00 50.00
	Statutory Advertising	NIL 73.00
		<u>(50.00) (57,432.58)</u>
	<b>PREFERENTIAL CREDITORS</b>	
	DE Arrears & Holiday Pay	NIL 1,883.83
	Employee Arrears/Hol Pay	NIL 211.39
		<u>NIL (2,095.22)</u>
	<b>UNSECURED CREDITORS</b>	
(189,496.05)	Trade & Expense Creditors	NIL NIL
		<u>NIL NIL</u>
<b>(141,948.05)</b>	<b>2,553.27</b>	<b>78,024.23</b>
	<b>REPRESENTED BY</b>	
	Bank 1 Current	69,344.11
	Vat Control Account	8,680.12
		<u><b>78,024.23</b></u>

  
 \_\_\_\_\_  
 Jonathan E Avery-Gee  
 Joint Administrator

# **Joint Administrators' Final Progress Report**

**Aluminium Structures (Work Platforms) Limited –  
In Administration**

**13 December 2018**

## **ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION**

### **CONTENTS**

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- 2** Progress of the Administration
- 3** Unrealised Assets
- 4** Outcome for Creditors
- 5** Administrators' Remuneration
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- 7** Ending the Administration

### **APPENDICES**

- A** Receipts and Payments Account for the Period from 20 October 2018 to 13 December 2018 together with a Cumulative Receipts and Payments Account for the Period from 20 April 2017 to 13 December 2018
- B** Time Analysis for the Period from 20 October 2018 to 13 December 2018
- C** Cumulative Time Analysis for the Period from 20 April 2017 to 13 December 2018
- D** Outcome Statement as at 13 December 2018
- E** Additional information in relation to Administrators' Fees, Expenses & Disbursements

## **ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION**

### **1 Introduction**

- 1.1 I, together with my partner Stephen L Conn, was appointed Joint Administrator of Aluminium Structures (Work Platforms) Limited (the **Company**) on 20 April 2017. The appointment was made by the Directors of the Company.
- 1.2 This Administration has been handled by CG&Co at Greg's Building, 1 Booth Street, Manchester, M2 4DU. The Administrators' contact details are by phone on 0161 358 0210 or via email at info@cg-recovery.com. The Administration is registered in the Manchester District Registry, under reference number 2348 of 2017.
- 1.3 Information about the way that we will use, and store personal data on insolvency appointments can be found in the attached Privacy Notice.
- 1.4 The trading address of the Company is Unit 5a Aviation Park, Flint Rd, Saltney Ferry, Chester, Cheshire, CH4 0GZ.
- 1.5 The registered office of the Company is c/o CG&Co, Greg's Building, 1 Booth Street, Manchester, M2 4DU and its registered number is 04497924.
- 1.6 As the Administration has now completed, I am required to provide a progress report covering the period since my last report which ended on 19 October 2018. This is my final report in the Administration and covers the period from 20 April 2017 to 3 December 2018 (**the Period**) and should be read in conjunction with my earlier proposals report and any previous progress reports which have been issued.

### **2 Progress of the Administration**

- 2.1 As noted previously, the statutory objective pursued in the Administration was achieving a better result than would be likely if the company were wound up or realising property to make a distribution to the secured/preferential creditors. In addition to the pursuance of this statutory objective, the Administrators have duties imposed by insolvency and other legislation, some of which may not have provided any financial benefit to creditors.
- 2.2 This section of the report provides creditors with an overview of the progress made in the Period, both in terms of the statutory objective, but also work which is required of the Administrators under other related legislation.
- 2.3 At Appendix A is my Receipts and Payments Account covering the period of this report together with a cumulative Receipts and Payments Account from the date of my appointment to the conclusion of the Administration.

#### ***Administration (including statutory compliance & reporting)***

- 2.4 As noted previously, the Administrators must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work undertaken in this regard has been outlined previously and I would confirm that in the final period of the Administration, the only matters that have affected the costs in this area to any particular extent was resolving the issue in respect of retention of title claim that was instigated by ATPAC Limited. As this matter is now resolved the Administration can be converted to a Liquidation to enable a distribution to be paid to unsecured creditors.
- 2.5 Where the overall costs of statutory compliance work or reporting to creditors has exceeded the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Administrators. The ATPAC Limited issue has resulted in additional time costs, however the overall time has not exceeded the original fee estimate.



## ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION

- 2.6 As noted in my initial fees estimate/information, this work has not necessarily brought any financial benefit to creditors but is work required on every case by statute.

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

#### Assets, Goodwill and Intellectual Property Rights

- 2.7 As previously reported these assets were sold in the initial reporting period.

#### Corporation Tax refund

- 2.8 The corporation tax refund was successfully recovered following submission of the terminal loss relief claim by the instructed accountant.

#### Book debts

- 2.9 The debt collection is now considered to be complete. Asset realisations from this source total £48,581.76.

#### Cash at bank

- 2.10 The cash at bank was recovered in full in the previous reporting period.

#### DVLA

- 2.11 A road tax refund has been realised in the sum of £191.66.

#### Merseyside travel refund

- 2.12 A refund was received in respect of the over payment. The amount received amounts to £50.60.

#### Post Appointment Debtor

- 2.13 The post appointment debtor has been realised in full in the sum of £9,170.00.

#### Settlement re litigation

- 2.14 A settlement has been reached in respect of the litigation that was commenced against the Joint Administrators by ATPAC Limited. A Notice of Discontinuance of the proceedings has now been served on the Court and the settlement of £10,000 in respect of costs incurred by the Administrators has been paid by ATPAC Limited.

#### Gross Bank Interest

- 2.15 Total gross interest received amounts to £283.53.

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

- 2.16 Further information on the outcome for creditors in this case can be found at section 4 of this report. The Administrators are not only required to deal with correspondence and claims from unsecured creditors, 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 as well as dealing with the general handling of communications with stakeholders, such as customers and suppliers.

- 2.17 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal. I would confirm that in this case preferential creditors have been paid in full

## ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION

- 2.18 The above work will not necessarily bring any financial benefit to creditors generally and the more creditors there are on an assignment, the higher the resultant cost will usually be however the Administrators are required by statute to undertake this work. In this case I have agreed the claim of preferential creditors and paid a distribution to that class of creditor.

### *Investigations*

- 2.19 You may recall from my earlier progress reports to creditors that some of the work the Administrators were required to undertake was 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 those investigations revealed potential asset recoveries that could have been pursued for the benefit of creditors.
- 2.20 My report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986 was submitted during the first period of the Administration and is confidential.
- 2.21 Since my last progress report, I would advise that a full review of the bank account has taken place and I am currently reviewing certain transactions, which has revealed that there are no matters of concern. This investigation will be continued by the Joint Liquidators.

## 3 Unrealised Assets

- 3.1 The following assets have yet to be realised and will now be dealt with by the Liquidator once appointed:

Post appointment recoverable VAT.

## 4 Outcome for Creditors

- 4.1 An Outcome Statement as at 3 December 2018 is attached at Appendix D.

### *Secured Creditors*

- 4.2 As previously advised, there is no indebtedness to the secured creditor.

### *Preferential Creditors*

- 4.3 A summary of preferential claims is detailed below.

Preferential claim	Agreed Claim £	Statement of Affairs Claim £	Dividend paid p in the £1
Employee claims (Total number of claims = 2)	263.99	Nil	100p in the £1
Department for Business, Energy & Industrial Strategy (BEIS)	1,883.83	2,488	100p in the £1

- 4.4 Preferential creditors were paid in full on 20 September 2018.

### *Unsecured Creditors*

- 4.5 I have received claims totalling £190,033.05 from 21 creditors. I have yet to receive claims from 16 creditors whose debts total £63,720.99 as per the Company's statement of affairs.

## ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION

4.6 The Company granted a floating charge to National Westminster Bank plc on 18 November 2010. However, there is no indebtedness to the Bank. Accordingly, there is no requirement to create a fund out of the Company's net floating charge property for unsecured creditors (known as the **Prescribed Part**), which only applies to charges created after 15 September 2003.

4.7 Unsecured creditors are to be paid a distribution in the Liquidation.

### 5 Administrators' Remuneration

5.1 On 17 May 2017 the following amounts in respect of pre-administration costs were approved:

Name of recipient	Brief description of services provided	Total amount approved £
CG&Co	Administration advice	7,500
Robson Kay Associates Limited	Valuation and marketing	3,500
Taylor's Solicitors LLP	Assisting with the sale of assets to preserve value	2,000

5.2 As previously advised, the pre-administration costs have been discharged.

5.3 The basis of the Administrators' fees has been fixed in the Administration by reference to the time properly spent by him and his staff in managing the Administration. My fees estimate/information was originally provided to creditors when the basis of my remuneration was approved and was based on information available to me at that time.

5.4 A copy of that estimate is reproduced below:

Category of work	Estimated Number of Hours	Average blended charge out rate £	Estimated cost £
Administration (inc statutory compliance & reporting)	53.50	207.06	11,078.00
Realisation of assets	28.00	264.67	7,411.00
Creditors (claims & distributions)	18.00	185.28	3,335.00
Investigations	19.00	241.84	4,595.00
Case specific matters (where applicable)	16.50	300.48	4,958.00
<b>Total estimated fees</b>			<b>£31,377.00</b>

5.5 My time costs for the Period are £1,955.00. This represents 11.40 hours at an average rate of £171.49 per hour. Attached at Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during the Period in respect of the costs fixed by reference to time properly spent in managing the Administration.

5.6 Also attached at Appendix C is a cumulative Time Analysis for the period from 20 April 2017 to 13 December 2018 which provides details of my time costs since my appointment. The cumulative time costs incurred to date are £29,699.00 and this represents 145.90 hours at an average rate of £203.56 per hour.

5.7 At the date of this report, I would confirm that my fees estimate for the Administration remains unchanged.

5.8 It should be noted that no post appointment remuneration has been drawn.

5.9 A copy of 'A Creditors' Guide to Administrators' Fees' is available on request or can be downloaded from [https://www.r3.org.uk/.../Guide\\_to\\_Administrators\\_fees\\_April\\_2017.pdf](https://www.r3.org.uk/.../Guide_to_Administrators_fees_April_2017.pdf)

## **ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION**

- 5.10 Attached at Appendix E is additional information in relation to the Administrators' fees, expenses and disbursements, including where relevant, information on the use of subcontractors and professional advisers.
- 5.11 The Administrators' unbilled time costs of £29,699.00 will be drawn as an expense of the Liquidation. This remains within the fees estimate approval obtained from creditors.

### **6 Creditors' rights**

- 6.1 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 Administrators provide further information about his remuneration or expenses (other than pre-administration costs) which have been itemised in this progress report.
- 6.2 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 Administrators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Administrators, as set out in this progress report, are excessive.

### **7 Ending the Administration**

- 7.1 A copy of the notice bringing the Administration to an end and moving the Company into Creditors' Voluntary Liquidation is enclosed with this report, which has been sent to the Registrar of Companies for filing. Once this notice is registered, the Company will be in liquidation and I would confirm that I will become the appointed Liquidator, as agreed in my earlier proposals.
- 7.2 As liquidator, I will be required to report to creditors on the progress of the liquidation within two months of the anniversary of my appointment. If a dividend is to be declared sooner, I will write to creditors to provide appropriate details in the intervening period.
- 7.3 If any creditors have not yet submitted their proof of debt, please ensure this is forwarded to my office as soon as possible in order that your claim can be admitted for dividend purposes.
- 7.4 I would confirm that the basis of my remuneration as Liquidator remains the same as in the Administration. My fees estimate for the work I anticipate will be required in the liquidation and details of the expenses I anticipate will be, or are likely to be, incurred will be forwarded to creditors for approval in due course.
- 7.5 The Administrators will be discharged from liability under Paragraph 98(3) of Schedule B1 to the Insolvency Act 1986 immediately upon their appointment as Administrators ceasing to have effect.

For and on behalf of  
Aluminium Structures (Work Platforms) Limited



**J E Avery-Gee**  
Joint Administrator

**ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION**

**Appendix A**

**Receipts and Payments Account for the Period from 20 October 2018 to 13 December 2018  
together with a Cumulative Receipts and Payments Account for the Period from 20 April 2017  
to 13 December 2018**

**Aluminium Structures (Work Platforms) Limited**  
**(In Administration)**

**JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT**

	From 20/10/2018 To 13/12/2018 £	From 20/04/2017 To 13/12/2018 £
<b>RECEIPTS</b>		
Corporation tax refund	0.00	19,890.80
Assets, Goodwill & IPR	0.00	35,000.00
Book Debts	2,558.52	51,140.28
Cash at Bank	0.00	29,434.20
DVLA Refund	0.00	191.66
Bank Interest Gross	44.75	283.53
Merseytravel Refund	0.00	50.60
Post Administration Debtor	0.00	9,170.00
Settlement re litigation	0.00	10,000.00
PAYE & NI	0.00	52.60
Vat Receivable	8,684.56	8,684.56
Vat Payable	0.00	7,000.00
	<u>11,287.83</u>	<u>170,898.23</u>
<b>PAYMENTS</b>		
Cash at Bank	0.00	17,609.04
Specific Bond	0.00	368.00
Office Holders Fees (Pre)	0.00	7,500.00
Accountants Fees	0.00	7,509.00
Agents/Valuers Fees	0.00	3,500.00
Legal Fees (1)	0.00	38,330.00
Corporation Tax	0.00	30.97
Stationery & Postage	0.00	71.61
Court Fee	50.00	50.00
Statutory Advertising	0.00	73.00
PAYE & NI	0.00	52.60
DE Arrears & Holiday Pay	0.00	1,883.83
Employee Arrears/Hol Pay	0.00	211.39
Trade & Expense Creditors	0.00	0.00
Vat Receivable	0.00	11,294.72
Vat Control Account	8,684.56	8,684.56
	<u>8,734.56</u>	<u>97,168.72</u>
<b>BALANCE - 13 December 2018</b>		<u><u>73,729.51</u></u>

**ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION**

**Appendix B**

**Time Analysis for the Period from 20 October 2018 to 13 December 2018**

# Time Entry - SIP9 Time & Cost Summary

A0031 - Aluminium Structures (Work Platforms) Limited  
 Project Code: POST  
 From: 20/10/2018 To: 13/12/2018

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Assistant Manager	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	1.00	0.00	0.00	0.00	6.30	7.30	1,340.00	183.56
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigations	0.00	0.00	0.00	0.00	2.20	2.20	330.00	150.00
Realisation of Assets	0.00	0.00	0.00	0.00	1.90	1.90	285.00	150.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.40</b>	<b>11.40</b>	<b>1,955.00</b>	<b>171.48</b>
<b>Total Fees Claimed</b>							<b>0.00</b>	
<b>Total Disbursements Claimed</b>							<b>0.00</b>	



**ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION**

**Appendix C**

**Cumulative Time Analysis for the Period from 20 April 2017 to 13 December 2018**

# Time Entry - Detailed SIP9 Time & Cost Summary

A0031 - Aluminium Structures (Work Platforms) Limited  
From: 20/04/2017 To: 13/12/2018  
Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Assistant Manager	Total Hours	Time Cost (£)	Average Hourly Rate (£)
700 : Formalities	3.00	0.00	0.00	4.90	29.40	37.30	6,207.50	166.42
701 : Strategy (incl Sales)	0.00	0.50	0.00	0.00	0.00	0.50	147.50	295.00
<b>Admin &amp; Planning</b>	<b>3.00</b>	<b>0.50</b>	<b>0.00</b>	<b>4.90</b>	<b>29.40</b>	<b>37.80</b>	<b>6,355.00</b>	<b>168.12</b>
600 : Case Specific	0.00	1.60	0.00	0.00	0.70	2.30	577.00	250.87
<b>Case Specific Matters</b>	<b>0.00</b>	<b>1.60</b>	<b>0.00</b>	<b>0.00</b>	<b>0.70</b>	<b>2.30</b>	<b>577.00</b>	<b>250.87</b>
500 : Preferential Creditors	0.00	0.00	0.00	0.00	4.80	4.80	720.00	150.00
501 : Unsecured Creditors	0.00	0.00	0.00	0.00	14.00	14.00	2,100.00	150.00
502 : Employee Matters	0.00	0.00	0.00	0.30	1.90	2.20	322.50	146.59
504 : Statutory Reporting to Creditors	1.25	2.30	0.00	1.00	10.50	15.05	2,872.25	190.85
<b>Creditors</b>	<b>1.25</b>	<b>2.30</b>	<b>0.00</b>	<b>1.30</b>	<b>31.20</b>	<b>36.05</b>	<b>6,014.75</b>	<b>166.84</b>
201 : CDDA Reports	1.40	0.60	0.00	0.00	7.20	9.20	1,810.00	196.74
<b>Investigations</b>	<b>1.40</b>	<b>0.60</b>	<b>0.00</b>	<b>0.00</b>	<b>7.20</b>	<b>9.20</b>	<b>1,810.00</b>	<b>196.74</b>
202 : Pursuing Antecedent Transactions	0.00	0.00	0.00	0.00	1.40	1.40	210.00	150.00
300 : Ident / Securing & Insuring	0.00	0.00	0.00	0.00	2.30	2.30	345.00	150.00
301 : ROT	1.40	0.00	0.00	0.00	4.80	6.20	1,273.00	205.32
302 : Property	0.00	0.00	0.00	0.00	3.00	3.00	450.00	150.00
303 : Book Debts	0.00	0.00	0.00	0.00	18.70	18.70	2,805.00	150.00
304 : Plant & Machinery / Motor Vehicles	15.70	5.95	0.00	0.00	0.50	22.15	8,031.75	362.51
306 : Other Assets	1.60	2.90	0.00	0.20	2.10	6.80	1,827.50	268.75
<b>Realisation of Assets</b>	<b>18.70</b>	<b>8.85</b>	<b>0.00</b>	<b>0.20</b>	<b>32.80</b>	<b>60.55</b>	<b>14,942.25</b>	<b>246.78</b>
<b>Total Hours</b>	<b>24.35</b>	<b>13.85</b>	<b>0.00</b>	<b>6.40</b>	<b>101.30</b>	<b>145.90</b>	<b>29,699.00</b>	<b>203.56</b>
<b>Total Fees Claimed</b>							<b>0.00</b>	

# ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION

## Appendix D

### Outcome Statement as at 3 December 2018

	£
<b>Assets Subject to Floating Charge</b>	
Corporation tax refund	19,890
Assets, goodwill & IPR	35,000
Book Debts	50,292
Cash at bank	11,825
DVLA refund	191
Bank interest gross	283.53
Merseytravel refund	50
Post Administration debtor	9,170
Settlement re litigation	10,000
	136,701
<b>Total Assets available</b>	<b>136,701</b>
<b>Less:</b>	
Office holders remuneration to be taken in the liquidation	(29,699)
Costs of Administration (excluding office holders remuneration)	(57,527)
	49,475
Preferential creditors	(2,095)
	47,380
Estimate of liquidators time costs	8,000
<b>Surplus available for unsecured creditors</b>	<b>39,380</b>

## ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION

### Appendix E

#### Additional Information in Relation to the Administrators' Fees, Expenses & Disbursements

##### 8 Staff Allocation and the Use of Sub-Contractors

- 8.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.
- 8.2 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.
- 8.3 We are not proposing to utilise the services of any sub-contractors in this case.

##### 9 Professional Advisors

- 9.1 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
Taylor's Solicitors LLP (legal advice)	Hourly rate and disbursements
Robson Kay Associates Ltd (valuation and disposal advice)	Fixed fee and percentage of realisations
Drydens Fairfax LLP (legal advice)	Hourly rate and disbursements
Duncan Boxwell & Company Ltd (taxation services)	Fixed fee

- 9.2 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.

##### 10 Joint Administrators' Expenses & Disbursements

- 10.1 The estimate of expenses (including disbursements) which were anticipated at the outset of the Administration was provided to creditors in the Administrators' Proposals Report a copy of which is set out below:

Expense	Estimated cost £
Agents' costs	3,500
Solicitors' costs	2,000
Statutory advertising	146
Specific penalty bond	200
Category 2 disbursements charged by the firm:	
Not charged	

##### *Current position of Joint Administrators' expenses*

- 10.2 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:

## ALUMINIUM STRUCTURES (WORK PLATFORMS) LIMITED - IN ADMINISTRATION

	Paid in prior period £	Paid in the period covered by this report £	Incurred but not paid to date £	Total anticipated cost £
Agents' costs	3,500.00	0	0	3,500.00
Solicitors' costs	38,330.00	0	0	38,330.00
Accountancy fees	7,509.00	0	0	7,509.00
Statutory advertising	52.60	0	0	52.60
Specific penalty bond	368.00	0	0	368.00
Court Fee		50.00		50.00
Category 2 disbursements	0	0	0	0
None				

10.3 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.

10.4 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. As advised in the Administrators proposals no category two disbursements are to be charged.

## 11 Charge-Out Rates

11.1 CG&Co's current charge-out rates effective from the onset are detailed below. Please note this firm records its time in minimum units of 6 minutes.

	(Per hour) £
Partner	395
Manager	295
Assistant Manager	150
Administrator	125

# **Privacy Notice**

## **Use of personal information**

We process personal information to enable us to carry out our work as insolvency practitioners which includes processing data that was held by companies/individuals before our appointment together with data collected during an insolvency procedure or a fixed charge receivership. Our legal obligation to process personal data arises from work we are required to carry out under insolvency and other related legislation.

Insolvency practitioners are Data Controllers of personal data in so far as defined by data protection legislation. CG&Co will act as Data Processor on their instructions about personal data in relation to an insolvency procedure or fixed charge receivership.

Personal data will be kept secure and processed only for matters relating to the insolvency procedure being dealt with.

## **The data we may process**

The personal data insolvency practitioners may process in most cases will be basic details that may identify an individual and will typically be sufficient to allow us to carry out our work as insolvency practitioners, for example, dealing with the claims of individuals who are owed monies by the companies/individuals over whom we have been appointed.

However, insolvency practitioners may be appointed over entities that process personal data that is considered more sensitive, for example health records and this sensitive data will usually have been created before our appointment. Although we will take appropriate steps to safeguard sensitive data (or to destroy it where it is appropriate to do so), subject to limited exceptions, for example, where we identify previous conduct and/or action that requires further investigation, we will not be processing sensitive data.

## **Sharing information**

We may share personal data with third parties where we are under a legal or regulatory duty to do so, or it is necessary for the purposes of undertaking our work as insolvency practitioners. We may also share personal data to lawfully assist the police or other law enforcement agencies with the prevention and detection of crime, where disclosure is necessary to protect the safety or security of any persons and/or otherwise as permitted by the law.

## **How long will we hold it?**

Personal data will be retained for as long as any legislative or regulatory requirement requires us to hold it. Typically, this may be up to 6 years after which it will be destroyed.

## **What are your rights?**

You have the right to receive the information contained in this document about how your personal data may be processed by us.

You also have the right to know that we may be processing your personal data and, in most circumstances, to have information about the personal data of yours that we hold, and you can ask for certain other details such as what purpose we may process your data for and how long we will hold it.

Individuals have the right to request that incorrect or incomplete data is corrected and in certain circumstances, you may request that we erase any personal data on you which may be held or processed as part of our work as insolvency practitioners. If you have any complaints about how we handle your personal data, please contact this office so we can resolve the issue, where possible. You also have the right to lodge a complaint about any use of your information with the Information Commissioners Office (ICO), the UK data protection regulator.