

LIQ03

Notice of progress report in voluntary winding up



Companies House

SATURDAY



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27/01/2018

#63

COMPANIES HOUSE

1 Company details

Company number 0 5 3 3 9 3 0 3

Company name in full RISC Management Ltd

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) David

Surname Elliott

3 Liquidator's address

Building name/number Suite 17, Building 6

Street Croxley Park

Post town Hatters Lane

County/Region Watford

Postcode W D 1 8 8 Y H

Country

4 Liquidator's name

Full forename(s) Jeremy

Surname Willmont

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address

Building name/number 150 Aldersgate Street

Street London

Post town EC1A 4AB

County/Region

Postcode

Country

② Other liquidator

Use this section to tell us about
another liquidator.

LIQ03

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6 Period of progress report

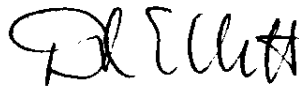
From date	^d 0	^d 2	^m 1	^m 2	^y 2	^y 0	^y 1	^y 6
To date	^d 0	^d 1	^m 1	^m 2	^y 2	^y 0	^y 1	^y 7

7 Progress report☐ The progress report is attached**8** Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d2^d6^m0^m1^y2^y0^y1^y8

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	Ian Willmott
Company name	Moore Stephens LLP
Address	Suite 17, Building 6
	Croxley Park
Post town	Hatters Lane
County/Region	Watford
Postcode	W D 1 8 8 Y H
Country	
DX	
Telephone	+44 (0)1923 236622

**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 or email 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

RISC Management Ltd
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 02/12/2016 To 01/12/2017 £	From 02/12/2014 To 01/12/2017 £
15,000.00	FIXED CHARGE ASSETS		
	Goodwill	NIL	58,201.28
		NIL	58,201.28
	FIXED CHARGE COSTS		
	Intellectual Property Rights	NIL	1.00
		NIL	1.00
(15,000.00)	FIXED CHARGE HOLDER		
	Keith Hunter: Debenture	11,659.00	11,659.00
		(11,659.00)	(11,659.00)
	ASSET REALISATIONS		
	Office Equipment	NIL	2,053.00
	Seller's Records	NIL	1.00
48,330.00	Work in Progress	NIL	3,951.15
	Surplus from Administrator	NIL	13,538.36
	Cash at bank	NIL	47.99
13,000.00	Debtors	NIL	15,175.84
	VAT reclaimed from Administration	NIL	500.00
		NIL	35,267.34
	OTHER REALISATIONS		
	Interest gross of tax	12.95	12.95
		12.95	12.95
	COSTS OF REALISATION		
	Legal fees & expenses	NIL	2,515.00
	Debt Collection Fee	NIL	9,625.00
	Court Fees	NIL	292.84
		NIL	(12,432.84)
	COSTS OF ADMINISTRATION		
	Bank charges	0.74	0.74
	Postage	6.95	6.95
	Statutory advertising	75.00	75.00
	Specific penalty bond	66.00	66.00
	Storage costs	1,443.00	4,152.60
	Joint Administrators' fees	NIL	18,639.75
	Joint Liquidators' fees	8,669.25	10,562.00
		(10,260.94)	(33,503.04)
61,330.00		(21,906.99)	35,887.69
	REPRESENTED BY		
	Bank - RBS plc		35,887.69
			35,887.69

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- Appendix II Breakdown of time costs and examples of work undertaken in a liquidation
- Appendix III Schedule of expenses incurred

This report is intended for use by those parties entitled to a copy thereof under The Insolvency (England and Wales) Rules 2016. It may contain information that is privileged, confidential or exempt from disclosure and any dissemination, distribution or copying of it and its attachments is strictly prohibited. It is not suitable to be relied upon by any other person, or for any other purpose, or in any other context.

Any estimated outcomes for creditors are for illustration only and cannot be relied upon as guidance as to the actual outcome for creditors.

David Elliott, Jeremy Willmont and Diane Hill are authorised in the UK to act as insolvency practitioners by The Institute of Chartered Accountants in England and Wales. All work is conducted in accordance with the Insolvency Code of Ethics.

1. Statutory information

Company name:	RISC Management Ltd
Company number:	05339303
Registered office:	Suite 17, Building 6 Croxley Park Hatters Lane Watford WD18 8YH
Date of appointment:	2 December 2014
Joint liquidators:	David Elliott Jeremy Willmont Diane Hill
Joint liquidators' addresses:	Moore Stephens LLP Suite 17, Building 6 Croxley Park Hatters Lane Watford WD18 8YH CLB Coopers Limited Ship Canal House 98 King Street Manchester M2 4WU

2. Progress to date

- 2.1. The receipts and payments account attached in Appendix I details the asset realisations during the period of this report. Please refer to my previous progress reports dated 29 January 2016 and 1 February 2017 for details relating to asset realisations completed in previous periods.
- 2.2. The goodwill has been reduced from £69,842 to £58,202 during the period. This deduction relates to the VAT of £11,640 that has now been paid and that was due but not accounted for during the period of my previous progress report.
- 2.3. As previously advised, the only remaining asset to be realised is receipt of a dividend from the liquidation of one of the Company's debtors: Siraj Capital Limited. Whilst I had been advised by that company's liquidators that payment of a dividend was due to be made in early 2017, this has not yet been received and further information is awaited from those liquidators.
- 2.4. There are no other known realisable assets to be realised.
- 2.5. Following a sale of the Company's business and assets in June 2015 to Animus Associates Limited by way of deferred consideration, a potential corporation tax liability has arisen and advice from the Moore Stephens Tax Department is being sought in this respect.

3. Investigations

- 3.1. An appropriate submission on the actions of the directors has been forwarded to the Disqualification Unit of the Department for Business, Energy & Industrial Strategy in accordance with the joint liquidators' statutory duties. Please note that the content of this submission is of a confidential nature and so cannot be disclosed to third parties by myself.

4. Joint liquidators' remuneration

- 4.1. At the Paragraph 58 meeting held by correspondence on 14 April 2014 pursuant to paragraph 51 of Schedule B1 of the Insolvency Act 1986, the following resolutions were passed:
- That the remuneration of the Joint Administrators be fixed by reference to the time properly given by the Joint Administrators and their staff in attending to matters arising in the Administration in accordance with Rule 2.106(2)(b) of the Insolvency Rules 1986.
 - The Joint Administrators shall be authorised to draw their firm's internal costs and expenses in dealing with the estate, including photocopying, printing, facsimile, document storage, mileage and room hire, as and when funds permit.
- 4.2. Accordingly, pursuant to Rule 4.127(5A), the remuneration of the liquidators is deemed to have been fixed under Rule 4.127(2)(b).
- 4.3. During the period of this report, time costs of £9,313 have been incurred by Moore Stephens LLP over 41.40 hours at an average rate of £224.95 per hour. A detailed breakdown of the time costs of the joint liquidators, together with current charge out rates and examples of work undertaken in a liquidation is attached at Appendix II.
- 4.4. These costs have arisen primarily as a result of liaising with the liquidators of the debtor company referred to at 2.3 above. In addition, we have dealt with all statutory matters and administrative work in relation to the liquidation and either required by legislation or necessary to perform the basic duties of a liquidator.
- 4.5. During the period of this report, time costs of £951 have been incurred by CLB Coopers Limited over 4.00 hours at an average rate of £245.13 per hour. These costs relate to statutory compliance and administration, matters and a breakdown of these time costs for the current reporting period and cumulatively, is attached at Appendix II.
- 4.6. I can confirm that in the period reported, sums of £7,579 and £1,090 have been drawn by Moore Stephens LLP and CLB Coopers Limited respectively.
- 4.7. Should you wish to receive a copy of "A Creditors' Guide to Liquidators' Fees" this is available on the Moore Stephens website <http://www.moorestephens.co.uk/corporaterecovery.aspx> or by requesting a copy from this office in writing or by telephone.

5. Joint liquidators' expenses

- 5.1. A schedule of all expenses incurred in the period has been detailed at Appendix III.
- 5.2. In period reported, disbursements (relating to postage, statutory advertising and bonding) totalling £148 have been incurred and paid.
- 5.3. In addition, storage costs of £1,443 have been incurred and paid.

6. Creditors' rights

- 6.1. Within 21 days of receipt of this report, a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question) or any unsecured creditor with the permission of the court may request in writing that the joint liquidators provide further information about their remuneration or expenses which have been itemised in the progress report.
- 6.2. Within 14 days of receipt of the request, the joint liquidators must provide all of the information asked for, except so far as they consider that:
- the time or cost of preparation of the information would be excessive, or
 - disclosure of the information would be prejudicial to the conduct of the liquidation or might reasonably be expected to lead to violence against any person, or
 - they subject to an obligation of confidentiality in respect of the information.

The joint liquidators are also required to give reasons for not providing all of the requested information.

- 6.3. Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may, within eight weeks of receipt of this progress report make an application to court on the grounds that the basis fixed for the joint liquidators' remuneration, the remuneration charged, or the expenses incurred by the joint liquidators as set out in the progress report are excessive.

7. Liabilities

Secured creditors

- 7.1. Keith Lindsay Hunter held a fixed and floating charge debenture dated 16 December 2009 over the Company's assets and was owed the sum of £42,000 under the terms of his charge. Mr Hunter received payment of £30,341 in respect of his charge from the former joint administrators whilst the Company was in administration and the residual sum of £11,659 has repaid this liability from the liquidation estate, during the period reported.
- 7.2. In accordance with Section 176A of the Insolvency Act 1986, a prescribed part will apply and I can confirm that a prescribed part will be made available.

Preferential creditors

- 7.3. I am not aware of any preferential creditors.

Unsecured creditors

- 7.4. The statement of the joint administrator's proposals dated 14 March 2014 scheduled the Company's unsecured creditors at £410,436 and by 54 in number. To date, I have received claims from 32 creditors totalling £592,421.
- 7.5. Whilst it is still anticipated there will be a distribution to the unsecured creditors, at this stage until the matter of the potential corporation tax liability has been resolved, I am unable to comment on the amount and timing.

David Elliott
Joint Liquidator

Appendix I Receipts and payments account

	Statement of affairs £	From 02/12/2016 To 01/12/2017 £	From 02/12/2014 To 01/12/2017 £
RECEIPTS			
Goodwill	15,000.00	0.00	58,201.28
Intellectual property rights		0.00	1.00
Office equipment		0.00	2,053.00
Seller's records		0.00	1.00
Work in progress	48,330.00	0.00	3,951.15
Surplus from Administrator		0.00	13,538.36
Cash at bank		0.00	47.99
Debtors	13,000.00	0.00	15,175.84
VAT reclaimed from Administration		0.00	500.00
Interest gross of tax		12.95	12.95
		<u>12.95</u>	<u>93,482.57</u>
PAYMENTS			
Keith Hunter: Debenture		11,659.00	11,659.00
Legal fees & expenses		0.00	2,515.00
Debt collection fee		0.00	9,625.00
Court fees		0.00	292.84
Bank charges		0.74	0.74
Postage		6.95	6.95
Statutory advertising		75.00	75.00
Specific penalty bond		66.00	66.00
Storage costs		1,443.00	4,152.60
Joint Administrators' fees		0.00	18,639.75
Joint Liquidators' fees		8,669.25	10,562.00
		<u>21,919.94</u>	<u>57,594.88</u>
Net Receipts/(Payments)		<u>(21,906.99)</u>	<u>35,887.69</u>
MADE UP AS FOLLOWS			
Bank			35,887.69
			<u>35,887.69</u>

Appendix II Breakdown of time costs and examples of work undertaken in a liquidation

Summary of Moore Stephens time-costs from 02/12/2016 to 01/12/2017

	Partner / Director	Associate director / Manager	Administrator	Support staff	Total hours	Time cost (£)	Av. rate £/h
Statutory compliance, administration and planning	0.05	0.45	13.65	15.55	29.70	5,370.75	180.83
Realisation of assets	0.15	-	0.55	-	0.70	194.50	277.86
Creditors	4.75	0.60	5.65	-	11.00	3,747.50	340.68
Total hours	4.95	1.05	19.85	15.55	41.40		
Total time costs £	2,425.50	309.75	3,934.50	2,643.00		9,312.75	224.95

Summary of Moore Stephens time-costs from 02/12/2014 to 01/12/2017

	Partner / Director	Associate director / Manager	Administrator	Support staff	Total hours	Time cost (£)	Av. rate £/h
Statutory compliance, administration and planning	1.65	0.45	60.20	37.60	99.90	14,145.75	141.60
Investigations	-	0.80	4.95	-	5.75	841.50	146.35
Realisation of assets	0.70	-	7.25	-	7.95	1,176.00	147.92
Creditors	5.65	2.00	18.20	-	25.85	6,057.50	234.33
Total hours	8.00	3.25	90.60	37.60	139.45		
Total time costs £	3,679.50	947.75	12,264.50	5,329.00		22,220.75	159.35

Total remuneration drawn on account £7,578.50

Charge out rates

Rates effective from 29th-Oct-2017

Partner / Director	£440 - £550
Associate director / Manager	£275 - £400
Administrator	£110 - £245
Support staff	£110 - £180

Time charged in 3 minute unites or multiples thereof.

Examples of the work which may be undertaken, but which is not limited to, include:

Statutory compliance, administration and planning

- Setting up and maintenance of internal hard copy files and case file on the Insolvency Practitioners System (IPS)
- Data input including basic details of case, assets, creditor names and addresses and employee names and addresses
- Obtaining specific penalty bond
- Setting up of liquidation bank account including inputting details on the IPS system
- Preparation and filing (with the Registrar of Companies) of various statutory forms including statement of affairs, change of registered office form, notice of appointment and the resolution to wind up

- Advertisement of notice of appointment, resolution to wind up and the notice to creditors to claim in The Gazette
- Notification to the Registrar of Companies of the formation of a liquidation committee (if applicable)
- Convening and holding meetings of members and creditors
- Holding meetings and reporting to the liquidation committee (if applicable)
- Letters to directors regarding the provisions of sections 216 and 217 of Insolvency Act 1986, enclosing directors questionnaires
- Obtaining approval for the basis of fees from creditors
- Initial notification to HM Revenue & Customs
- Enquiries as to any pension schemes and the auto-enrolment staging dates and subsequent notification of appointment (if applicable)
- Preparation and filing (with the Registrar of Companies, Land Registry and all persons claiming an interest in the property) of notices of disclaimer in relation to leasehold premises
- Preparation and distribution of progress reports to members and creditors
- Preparation and submission of statutory receipts and payments accounts
- General administration of case including case planning and strategy
- Completion of internal reviews including asset realisation review, 6 month review and annual reviews
- Collection, preservation and review of the Company's book and records
- Review of the Company's redirected post
- Completion of the internal investigation checklist
- Written and verbal communications with the unsecured creditors
- Written and verbal communication with employees
- Dealing with lease and hire purchase creditors in conjunction with our agents
- Liaising with the Company's former professional advisors and bankers
- Review work pursuant to the Statement of Insolvency Practice 2
- Review of creditor questionnaires and other information received in relation to the affairs of the Company
- Review of director questionnaires
- Preparation of liquidators' submission on the actions of the directors to the disqualification unit of the Department for Business, Energy & Industrial Strategy
- Correspondence with compliance department in respect of on-going case issues/matters
- Complying with money laundering regulations
- Completing bill requisitions and raising invoices against time incurred in respect of work carried out and outlays incurred
- Reconciliation of post appointment bank accounts to the liquidation records
- Maintaining time-costs and disbursement schedules on firm's PMS system (including timesheet entries)
- Dealing with pension issues
- Arrangement and review of insurance policies in relation to the Company's assets
- Preparation and submission of corporation tax returns
- Preparation and submission of VAT returns
- Chargeable gains tax calculations
- Closure formalities

Asset realisations

- Identifying, securing and insuring the assets
- Instructing agents to value assets
- Liaising with agents regarding the realisation of assets
- Liaising with solicitors regarding the realisation of assets
- Liaising with secured creditors regarding the realisation of charged assets
- Liaising with pre-appointment bankers regarding the closure of the Company's bank accounts

- Dealing with retention of title claims in conjunction with our agents
- Written and verbal correspondence with debtors
- Monitoring and collection of outstanding debtors, retentions and work in progress
- Property, business and asset sales
- Tax reclaims
- Review of interest rate hedging products

Investigations

- Liaising with the Company's former professional advisors and bankers
- Review work pursuant to the Statement of Insolvency Practice 2
- Liaising with solicitors in relation to investigations
- Forensic accounting
- Review of Company's bank statements
- Further review of the Company's book and records
- Review of director/creditor questionnaires
- Land Registry and Companies House searches
- Consideration of legislation relating to, but not limited to, wrongful trading, fraudulent trading, antecedent transactions, preferences, transactions at undervalue

Distributions to creditors

- The processing and submission of the relevant forms to the Redundancy Payments Directorate
- Processing of creditors' proof of debt forms and entering onto IPS system
- Liaising with agents in relation to the agreement of creditor claims
- Liaising with solicitors in relation to contentious proof of debt forms
- Agreement of creditors' claims (including employees and other preferential creditors)
- Calculation and payment of dividends
- Preparation of distribution paperwork including the notice of declaration

Summary of time-costs of CLB Coopers Limited from 02/12/2016 to 01/12/2017

	Partner / Senior Director	Manager / Director	Senior Professional	Assistants / Support	Total hours	Time cost (£)	Av. rate £/h
Statutory compliance, administration and planning	0.40	2.70	0.90		4.00	980.50	245.13
Total hours	0.40	2.70	0.90		4.00		
Total time costs £	140.00	705.50	135.00			980.50	245.13

Summary of time-costs of CLB Coopers Limited from 15/05/2015 to 01/12/2017

	Partner / Senior Director	Manager / Director	Senior Professional	Assistants / Support	Total hours	Time cost (£)	Av. rate £/h
Statutory compliance, administration and planning	1.55	6.25	5.50	0.65	13.95	3,064.25	219.66
Total hours	1.55	6.25	5.50	0.65	13.95		
Total time costs £	542.50	1,628.50	825.00	68.25		3,064.25	219.66

Total remuneration drawn on account

2,983.50

Charge out rates:-

	£
Senior Director	350 - 395
Director	295
Assistant Manager	210
Administrator	130
Assistant and Support Staff	120

Appendix III Schedule of expenses incurred

Cost description	Undrawn costs brought forward from previous period(s) £	This period from 02/12/2016 to 01/12/2017		Cumulative from 02/12/2014 to 01/12/2017	
		Cost incurred £	Cost drawn £	Cost incurred £	Cost drawn £
Legal fees & expenses	-	-	-	2,515.00	2,515.00
Debt Collection Fee	-	-	-	9,625.00	9,625.00
Court Fees	-	-	-	292.84	292.84
Postage	-	6.95	6.95	6.95	6.95
Statutory advertising	-	75.00	75.00	75.00	75.00
Specific penalty bond	-	66.00	66.00	66.00	66.00
Storage costs	-	1,443.00	1,443.00	4,152.60	4,152.60
Total	-	1,590.95	1,590.95	16,733.39	16,733.39
Total undrawn costs carried forward					£NIL