

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

THURSDAY



A08 \*A8G94BM0\* 17/10/2019 #282  
COMPANIES HOUSE

### 1 Company details

Company number 0 7 3 3 3 2 9 9  
Company name in full DRB Facilities Management Limited

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

### 2 Liquidator's name

Full forename(s) Craig  
Surname Povey

### 3 Liquidator's address

Building name/number Three Brindleyplace  
Street 2nd Floor  
Post town Birmingham  
County/Region  
Postcode B 1 2 J B  
Country

### 4 Liquidator's name ①

Full forename(s) Richard  
Surname Toone

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

### 5 Liquidator's address ②

Building name/number CVR Global LLP  
Street 20 Furnival Street  
Post town LONDON  
County/Region  
Postcode E C 4 A 1 J Q  
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

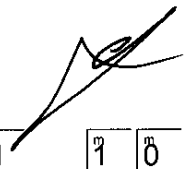
From date	<sup>d</sup> 1	<sup>d</sup> 7	<sup>m</sup> 0	<sup>m</sup> 8	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 8
To date	<sup>d</sup> 1	<sup>d</sup> 6	<sup>m</sup> 0	<sup>m</sup> 8	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 9

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

Liquidator's signature

Signature

X



X

Signature date

<sup>d</sup> 1	<sup>d</sup> 1	<sup>m</sup> 1	<sup>m</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 9
----------------	----------------	----------------	----------------	----------------	----------------	----------------	----------------



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	Peter Armstrong
Company name	CVR Global LLP
Address	Three Brindleyplace
	2nd Floor
Post town	Birmingham
County/Region	
Postcode	B 1 2 J B
Country	
DX	
Telephone	0121 794 0600

**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**

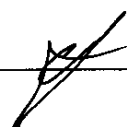
For further information please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

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)



**DRB Facilities Management Limited**  
**(In Liquidation)**  
**Joint Liquidators' Summary of Receipts & Payments**

Statement of Affairs £		From 17/08/2018 To 16/08/2019 £	From 17/08/2017 To 16/08/2019 £
	<b>ASSET REALISATIONS</b>		
1,913.00	Book Debts	NIL	1,252.90
338.00	Cash at Bank	235.33	235.33
NIL	Intercompany Balances	NIL	NIL
	Bank Interest Gross	0.10	1.19
	Third Party Monies	NIL	1,749.63
	Third party funds	NIL	1,500.00
		<u>235.43</u>	<u>4,739.05</u>
	<b>COST OF REALISATIONS</b>		
	Preparation of S. of A.	NIL	4,849.83
	Statutory Advertising	NIL	153.00
		<u>NIL</u>	<u>(5,002.83)</u>
	<b>UNSECURED CREDITORS</b>		
(299,684.83)	Trade & Expense Creditors	NIL	NIL
(74,158.76)	HM Revenue & Customs - PAYE/NIC	NIL	NIL
(75,223.99)	HM Revenue & Customs - VAT	NIL	NIL
(396,925.33)	Intercompany Loans	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	<b>DISTRIBUTIONS</b>		
(200.00)	Ordinary Shareholders	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
<u>(843,941.91)</u>		<u><b>235.43</b></u>	<u><b>(263.78)</b></u>
	<b>REPRESENTED BY</b>		
	Vat Receivable		1,000.56
	Interest Bearing Bank Account		(1,264.34)
			<u><b>(263.78)</b></u>

  
 Craig Povey  
 Joint Liquidator



**ANNUAL PROGRESS REPORT**

**DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

**COMPANY NO: 07333299**

**CVR Global LLP  
Three Brindleyplace  
2nd Floor  
Birmingham  
B1 2JB  
Telephone Number: 0121 794 0600  
E Mail: [parmstrong@cvr.global](mailto:parmstrong@cvr.global)**

This report has been prepared for the sole purpose of updating the creditors for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.



# **ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

## **Content**

1. *Executive Summary*
2. General Administration
3. Enquiries and Investigations
4. Realisation of Assets
5. Creditors
6. Fees and Expenses
7. Creditors' Rights
8. EC Regulations
9. Conclusion

## **Appendices**

- Appendix 1 - Statutory Information
- Appendix 2 - Receipts and Payments account for the period 17/08/2018 to 16/08/2019 and cumulatively since 17/08/2017
- Appendix 3 - Detailed list of work undertaken in the period 17/08/2018 to 16/08/2019
- Appendix 4 - Time cost information for period 17/08/2018 to 16/08/2019 and cumulatively since 17/08/2017
- Appendix 5 - Expenses summary for period 17/08/2018 to 16/08/2019, cumulative & comparison with estimate



# ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

## 1. EXECUTIVE SUMMARY

This report has been prepared in accordance with insolvency legislation to provide creditors, members and the registrar of companies, with information relating to the progress of the Liquidation in the period from 17 August 2018 to 16 August 2019, known as the "relevant period". This report should be read in conjunction with any previous reports that have been issued, copies of which are available on request, referred to as the "previous period".

### Assets

Asset	Estimated to realise per Statement of Affairs £	Realisations to date £	Anticipated future realisations £	Total anticipated realisations £
Book Debts	1,913.00	1,252.90	NIL	1,252.90
Cash at Bank	338.00	235.33	NIL	235.33
Intercompany Balances	NIL	NIL	NIL	NIL
Third Party Funds	N/A	5,249.63	NIL	5,249.63
Bank Interest Gross	N/A	1.19	NIL	1.19
<b>TOTAL</b>	<b>2,251.00</b>	<b>6,739.05</b>	<b>NIL</b>	<b>6,739.05</b>

### Expenses

Expense	Amount per fees and expenses estimates £	Expense incurred to date £	Expenses paid to date £	Anticipated further expense to closure £	Total anticipated expense £
Preparation of SOA	5,000.00	5,000.00	4,849.83	NIL	5,000.00
Joint Liquidators' fees	12,634.00	8,640.00	NIL	3,000.00	11,640.00
Joint Liquidators' Disbursements	575.00	418.78	153.00	NIL	418.78
<b>TOTAL</b>	<b>18,209.00</b>	<b>14,058.78</b>	<b>5,002.83</b>	<b>3,000.00</b>	<b>17,058.78</b>

### Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Unsecured creditors	NIL	NIL

### Summary of key issues outstanding

- Collection of final book debt
- Submission of final returns to HMRC

### Closure

Based on current information, it is anticipated that the liquidation will be concluded within the next 6 months.



## **ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

### **2. GENERAL ADMINISTRATION**

#### **Statutory information**

Statutory information may be found at Appendix 1.

The Joint Liquidators are required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that work is carried out to high professional standards. A detailed list of these tasks may be found in the attached appendices.

### **3. ENQUIRIES AND INVESTIGATIONS**

During the previous 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 directors and senior employees by means of questionnaires; formal and informal correspondence; 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 had past dealings with the Company.

This initial assessment has been completed and the Joint Liquidators did not identify any further assets or actions which might lead to a recovery for creditors.

### **4. REALISATION OF ASSETS**

Detailed below is key information about asset realisation and strategy, however, more details about the work undertaken may be found in the attached appendices. The Joint Liquidators formulated and worked through a realisation strategy that sought to maximise realisations net of costs. The financial benefit of those efforts is described further below.

#### **Book Debts**

Creditors will recall from my initial report that two book debts totalling £1,913.00 were outstanding and expected to be recoverable. To date, £1,252.90 has been recovered, with a sum of £660.00 remaining outstanding. Discussions are ongoing regarding the commerciality of further recovery action on this final balance. However, for the purposes of this report, it is not currently expected to be recoverable.

#### **Cash at Bank**

Following the Liquidators' appointment, a request was made to the Company's bankers for any funds held to be paid over to the Liquidation estate, however, it subsequently transpired, that a number of



## **ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

charges had been applied to the account reducing its balance to nil, and accordingly, no surplus was available to the estate.

### **Intercompany Debtors**

As previously reported, the Company's management accounts indicated intercompany debtors outstanding in the sum of £21,478. However, due to these companies being in liquidation, the balances have not been collectable.

### **Third Party Funds / Third Party Monies**

At the date of the liquidation, the Company's director provided an indemnity to CVR Global LLP against the costs and disbursements, for assistance in preparing the Statement of Affairs and convening the members' and creditors' meetings. A balance of £5,249.63 has been recovered to date, leaving a balance outstanding of £1,252.90.

### **Bank Interest Gross**

Bank interest in the sum of £1.19 has been received to date, of which £0.10 has been credited during the relevant period.

## **5. CREDITORS**

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Joint Liquidators have had to carry out key tasks which are detailed in the attached appendices. The following sections explain the anticipated outcomes to creditors and any distributions paid.

### **Secured creditors**

The Company has not granted any charges over its assets.

### **Preferential creditors**

The Company has no preferential creditors.

### **Unsecured creditors**

The unsecured creditors as per the statement of affairs totalled £845,992.91. Please be advised that proofs of debt are still being received and, therefore, the final value of unsecured claims is not known at present.

### **Dividend prospects**

On current information, it is not anticipated that a distribution will be made to unsecured creditors.

Where a floating charge is created after 15 September 2003 a prescribed part of the company's net property shall be made available to unsecured creditors.

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.



## **ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

### **6. FEES AND EXPENSES**

#### **Pre-Appointment Costs**

##### **Fixed fee agreed with the Directors and ratified by members and creditors**

The creditors authorised the fee of £5,000 plus VAT and disbursements for assisting the directors in placing the company into liquidation and with preparing the Statement of Affairs on 27 September 2017.

A total of £4,849.83 has been drawn to date in respect of this fee.

#### **The Joint Liquidators' fees**

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and (director/partner) then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a (senior) manager or (director/partner).

The basis of the Joint Liquidators' fees has not yet been fixed. However, the Joint Liquidators has/have attempted during the previous period to have this fixed by a vote by correspondence procedure, but no appropriate vote was received.

For information purposes, the time costs for the period 17 August 2018 to 16 August 2019 total £2,165.00, representing 13.60 hours at an average hourly rate of £159.19. The time costs for the period are detailed in the attached appendices.

The total time costs during the period of appointment amount to £8,640.00 representing 45.10 hours at an average hourly rate of £191.57.

#### **Disbursements**

The disbursements that have been incurred and not yet paid during the period are detailed in the attached appendices. Also included in the attached appendices is 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.

No category 1 disbursements were paid for in the period 17 August 2018 to 16 August 2019. Further details are shown in the appendices and represent the reimbursement or payments made in relation to the assignment.

No category 2 disbursements were incurred or paid for in the period 17 August 2018 to 16 August 2019. The basis of the calculation of this category of disbursement is also detailed at in the appendices.

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' can be found at <https://www.r3.org.uk/index.cfm?page=1591>. A hard copy of both Guides may be obtained on request.



**ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS'  
VOLUNTARY LIQUIDATION**

**7. CREDITORS' RIGHTS**

An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Liquidators' remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), 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 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

Please note that information relevant and useful to creditors can be found at the following website, [www.creditorinsolvencyguide.co.uk](http://www.creditorinsolvencyguide.co.uk) and <https://www.r3.org.uk/what-we-do/publications/professional/fees>. Hard copies of these publications are available on request by contacting the Joint Liquidators' office.

**8. EC REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)**

The Company's centre of main interest was in Bromsgrove and therefore it is considered that the EC Regulations will apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

**9. CONCLUSION**

The administration of the case will be continuing to finalise the following outstanding matters that are preventing this case from being closed:

- Collection of final book debt
- Submission of final returns to HMRC

If you require any further information, please contact this office. CVR Global LLP's data privacy policy can be found at [www.cvr.global](http://www.cvr.global).

Signed \_\_\_\_\_  
C J POVEY

Joint Liquidator

11 October 2019



**ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS'  
VOLUNTARY LIQUIDATION**

**Appendix 1**

**Statutory Information**

Company Name	DRB Facilities Management Limited
Former Trading Name	DRB
Company Number	07333299
Registered Office	CVR Global LLP, Three Brindleyplace, Birmingham, B1 2JB
Former Registered Office	5 The Courtyard, Buntsford Drive, Bromsgrove, Worcestershire, B60 3DJ
Officeholders	Craig Povey and Richard Toone
Officeholders address	CVR Global LLP, Three Brindleyplace, Birmingham, B1 2JB
Date of appointment	17 August 2017



**ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS'  
VOLUNTARY LIQUIDATION**

**Appendix 2**

**Receipts and Payments account for the period 17/08/2018 to 16/08/2019 and cumulatively since  
17/08/2017**



**DRB Facilities Management Limited**  
**(In Liquidation)**

**Joint Liquidators' Summary of Receipts and Payments**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>From 17/08/2017 To 16/08/2018 (£)</b>	<b>From 17/08/2018 To 16/08/2019 (£)</b>	<b>Total (£)</b>
Book Debts	1,913.00	1,252.90	0.00	1,252.90
Cash at Bank	338.00	0.00	235.33	235.33
Intercompany Balances	NIL	0.00	0.00	0.00
Bank Interest Gross		1.09	0.10	1.19
Third Party Monies		1,749.63	0.00	1,749.63
Third party funds		3,500.00	0.00	3,500.00
		<b>6,503.62</b>	<b>235.43</b>	<b>6,739.05</b>
<b>PAYMENTS</b>				
Preparation of S. of A.		4,849.83	0.00	4,849.83
Statutory Advertising		153.00	0.00	153.00
Trade & Expense Creditors	(299,684.83)	0.00	0.00	0.00
HM Revenue & Customs - PAYE/NIC	(74,158.76)	0.00	0.00	0.00
HM Revenue & Customs - VAT	(75,223.99)	0.00	0.00	0.00
Intercompany Loans	(396,925.33)	0.00	0.00	0.00
Ordinary Shareholders	(200.00)	0.00	0.00	0.00
		<b>5,002.83</b>	<b>0.00</b>	<b>5,002.83</b>
<b>Net Receipts/(Payments)</b>		<b>1,500.79</b>	<b>235.43</b>	<b>1,736.22</b>
<b>MADE UP AS FOLLOWS</b>				
Interest Bearing Bank Account		500.23	235.43	735.66
VAT Receivable / (Payable)		1,000.56	0.00	1,000.56
		<b>1,500.79</b>	<b>235.43</b>	<b>1,736.22</b>



# ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

## Appendix 3

### Detailed list of work undertaken for DRB Facilities Management Limited in Creditors' Voluntary Liquidation for the review period 17/08/2018 to 16/08/2019

Below is detailed information about the tasks undertaken by the Joint Liquidators.

<b>ADMINISTRATION AND PLANNING</b>	Work involved in this category relates mainly to routine and statutory functions. It does not necessarily provide financial benefit to creditors, but ensures that the case is managed and administered in accordance with legislation and in a professional manner. Specific work is detailed below:
Statutory/advertising	Filing of documents to meet statutory requirements
Document maintenance/file review/checklist	Filing of documents 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
Bank account administration	Bank account reconciliations Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Books and records / storage	Dealing with records in storage Sending job files to storage
Creditor reports	Preparing annual progress report, investigation and general reports to creditors
<b>REALISATION OF ASSETS</b>	This involves work in realising assets of the company or individual, which are known and stated in the statement of affairs. It may also include work involved in asset recoveries identified post appointment, which were either unknown or identified during the office holders' investigations. Specific work is detailed below:
Debtors	Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers Liaising with debt collectors and solicitors Agreeing debt collection agency agreements Dealing with disputes, including communicating with directors/former staff
<b>CREDITORS</b>	This involves work in dealing with creditor queries and correspondence, including reports and where funds permit agreeing creditor claims and provision of dividends to creditors. This may also involve assisting employees. Specific work is detailed below:
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post
Dealing with proofs of debt	Receipting and filing POD when not related to a dividend
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD



## ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION

### Current Charge-out Rates for the firm

#### Time charging policy

Charge-out rates are normally reviewed annually when rates are adjusted to reflect such matters as inflation; increases in direct wage costs; and changes to indirect costs such as Professional Indemnity Insurance. It is the firm's policy for the cashier's time spent on an assignment to be charged to the case. However, secretarial and office admin support time is charged only in respect of identifiable blocks of time devoted to the case where we consider it to be viable to do so. All time is recorded in 6 minute units.

Staff	Charge out rates
Insolvency Practitioner/Partners	390-495
Consultants	390-495
Directors	360-390
Associate Directors	330-360
Managers	300-330
Assistant Manager	290-310
Senior Executive	240-275
Executive	155-190
Cashier	135-185
Secretarial/Admin/Analyst	90-125

#### Direct expenses ("Category 1 Disbursements")

Category 1 disbursements as defined by SIP 9, which can be specifically identified as relating to the administration of the case, will be charged to the estate at cost, with no uplift. These include but are not limited to such items as advertising our appointment, meetings and requesting claims from creditors, storage in relation to the books and records of the company or individuals and the assignment records, online reporting facilities in relation to the uploading of documents and reports for creditors, bonding and other insurance premiums to protect the estate and its assets, and properly reimbursed expenses incurred by personnel in connection with the case.

#### Indirect expenses ("Category 2 Disbursements")

It is our normal practice to also charge the following indirect disbursements ("Category 2 Disbursements as defined by SIP 9) to the case, where appropriate:

#### Circulars to creditors:

Plain/headed paper including photocopying	12p per side
Envelopes	12p each
Postage	Actual cost

#### Room Hire

For the convenience of creditors and to save the cost of booking an outside hotel room, meetings of creditors are occasionally held internally at our offices. Where meetings of creditors are held in one of our internal meeting rooms, a charge of £100 plus VAT may be levied to cover the cost of booking the room.

#### Travel

Mileage incurred as a result of any necessary travelling is charged to the estate at the H M Revenue & Customs approved rate, currently 45p per mile.

All of the above costs are subject to amendment by the firm at any time and if amended will be notified to creditors with the next circular sent to all creditors.

#### Company Searches & Electronic Verification of Identity

Included in expense and/or disbursements, Company Searches and electronic Verification of Identity include an element of shared costs. Such expenses are of an incidental nature but are generally incurred on each case. In line with the cost of the external provision of such services, a charge of £15 plus VAT is levied to cover the cost of these searches.



**ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS'  
VOLUNTARY LIQUIDATION**

**Appendix 4**

***Actual time cost information for period 17/08/2018 to 16/08/2019 and cumulatively from  
17/08/2017***



**DRB FACILITIES MANAGEMENT LIMITED - CVL - DRBF65351**

Time and Chargeout Summary for the period 17/08/2018 to 16/08/2019							
Classification of work function	Hours					Time Cost £	Average hourly rate £
	Partner / Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
Administration & Planning	0.70	0.00	0.60	3.20	4.50	762.50	169.44
Realisation of Assets	0.00	0.00	0.10	0.00	0.10	34.00	340.00
Creditors	0.00	1.20	0.00	4.90	6.10	937.00	153.61
Trading	0.00	0.00	0.00	0.20	0.20	18.00	90.00
Case Specific Matters	0.00	0.10	1.40	1.20	2.70	413.50	153.15
Total Hours	0.70	1.30	2.10	9.50	13.60	2,165.00	159.19
Total fees Claimed	273.00	317.00	374.00	1,201.00	2,165.00		



**DRB FACILITIES MANAGEMENT LIMITED - CVL - DRBF65351**

Time and Chargeout Summary for the period 17/08/2017 to 16/08/2019							
Classification of work function	Hours					Time Cost £	Average hourly rate £
	Partner / Director	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
Administration & Planning	2.20	0.20	1.60	15.90	19.90	3,518.00	176.78
Investigations	0.30	0.00	2.90	3.00	6.20	1,288.00	207.74
Realisation of Assets	0.00	0.00	3.90	0.00	3.90	1,326.00	340.00
Creditors	0.10	1.20	1.20	9.70	12.20	2,076.50	170.20
Trading	0.00	0.00	0.00	0.20	0.20	18.00	90.00
Case Specific Matters	0.00	0.10	1.40	1.20	2.70	413.50	153.15
Total Hours	2.60	1.50	11.00	30.00	45.10	8,640.00	191.57
Total fees Claimed	1,024.50	383.00	3,106.00	4,126.50	8,640.00		



**ANNUAL PROGRESS REPORT OF DRB FACILITIES MANAGEMENT LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

**Appendix 5**

**Expenses summary for period, cumulative & comparison with estimate for DRB Facilities Management Limited in Creditors' Voluntary Liquidation**

Below are details of the Joint Liquidators' expenses for the period under review and the total to date.

<b>Expenses</b>	<b>Original expenses estimate £</b>	<b>Actual expenses incurred to date £</b>	<b>Actual expenses incurred in the Review Period £</b>	<b>Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)</b>
<b>Category 1 Expenses</b>				
Advertising	153.00	153.00		
Bonding	20.00	20.00		
Case Management / Online Filing	312.00	12.00		
<b>Category 2 Expenses</b>				
Stationery / fax / postage /	N/A	180.28		
Meeting Room	N/A	38.50		
Company Search	N/A	15.00		
<b>TOTAL</b>	<b>575.00</b>	<b>418.78</b>		