

LIQ03

Notice of progress report in voluntary winding up



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

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 James

Surname Povey

3 Liquidator's address

Building name/number 8th Floor

Street One Temple Row

Post town Birmingham

County/Region

Postcode B 2 5 L G

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 31st Floor

Street 40 Bank Street

Post town London

County/Region

Postcode E 1 4 5 N R

Country

② Other liquidator


Use this section to tell us about
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

6	Period of progress report															
From date	^d	1	^d	7	^m	0	^m	8	^y	2	^y	0	^y	2	^y	0
To date	^d	1	^d	6	^m	0	^m	8	^y	2	^y	0	^y	2	^y	1

7	Progress report											
<input checked="" type="checkbox"/> The progress report is attached												

8	Sign and date															
Liquidator's signature	Signature <div><div>X</div><div></div><div>X</div></div>															
Signature date	^d	2	^d	4	^m	0	^m	8	^y	2	^y	0	^y	2	^y	1

**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 **Begbies Traynor (Central) LLP**

Address **8th Floor**

One Temple Row

Post town

County/Region **Birmingham**

Postcode **B 2 5 L G**

Country

DX

Telephone **0121 200 8150**

**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

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

Statement of Affairs £		From 17/08/2020 To 16/08/2021 £	From 17/08/2017 To 16/08/2021 £
	ASSET REALISATIONS		
	Bank Interest Gross	NIL	1.19
1,913.00	Book Debts	NIL	1,252.90
338.00	Cash at Bank	NIL	235.33
NIL	Intercompany Balances	NIL	NIL
	Third Party Monies	NIL	4,502.53
		NIL	5,991.95
	COST OF REALISATIONS		
	Preparation of S. of A.	NIL	4,849.83
	Statutory Advertising	NIL	153.00
		NIL	(5,002.83)
	UNSECURED CREDITORS		
(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
(299,684.83)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(200.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(843,941.91)		NIL	989.12
	REPRESENTED BY		
	Interest Bearing Bank Account		(11.44)
	Vat Receivable		1,000.56
			989.12



Craig Povey
Joint Liquidator

DRB Facilities Management Limited (In Creditors' Voluntary Liquidation)

Progress report

Period: 17 August 2020 to 16 August 2021

Please note that with effect from 16 January 2021, CVR Global LLP, became part of Begbies Traynor's corporate recovery and insolvency practice. Further information in relation to Begbies Traynor and the Begbies Traynor Group can be accessed at: <http://www.begbies-traynorgroup.com>. CVR Global LLP will trade as 'Begbies Traynor' with immediate effect and will continue to operate from CVR Global LLP's existing offices. CVR Global LLP becoming part of Begbies Traynor will not affect the ongoing administration of the above-mentioned case, which will continue to be dealt with by the existing members of the CVR Global LLP Team, with support from Begbies Traynor's personnel based elsewhere when required.

Important Notice

This progress report has been produced solely to comply with our statutory duty to report to creditors and members of the Company on the progress of the liquidation. 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 and members for any purpose other than this report to them, or by any other person for any purpose whatsoever.

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1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	DRB Facilities Management Limited (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 17 August 2017.
"the liquidators", "we", "our" and "us"	Craig Povey of Begbies Traynor (Central) LLP, 8th Floor, One Temple Row, Birmingham, B2 5LG and Richard Toone of Begbies Traynor (London) LLP, 31st Floor, 40 Bank Street, London, E14 5NR
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

2. COMPANY INFORMATION

Trading name(s):	-
Company registered number:	07333299
Company registered office:	8th Floor, Temple Point, 1 Temple Row, Birmingham, B2 5LG
Former trading address:	5 The Courtyard, Buntsford Drive, Bromsgrove, Worcestershire, B60 3DJ

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	17 August 2017
Date of liquidators' appointment:	17 August 2017

Changes in liquidator (if any):

None

4. PROGRESS DURING THE PERIOD

Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 17 August 2020 to 16 August 2021.

What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?

Details of the types of work that generally fall into the headings mentioned below are available on our firm's website - <http://www.begbies-traynorgroup.com/work-details> Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2. There is an analysis for the period of the report and also an analysis of time spent on the case since the date of our appointment.

The details below relate to the work undertaken in the period of this report only. Our previous reports contain details of the work undertaken since our appointment.

General case administration and planning

General case administration incorporates different categories such as cashiering, general case administration (filing, creditor correspondence) and dealing with sundry issues as and when they arise. This time cost also comprises maintenance of case files, undertaking case reviews incorporating compliance checks and dealing with general queries. These items are not necessarily financially beneficial to any class of creditor but are the requirements of the statutory regulations / The Insolvency Act and Rules.

Compliance with the Insolvency Act, Rules and best practice

Other work undertaken during the period includes complying with our statutory obligations and best practice guidance to include ensuring there is sufficient bond insurance in place, undertaking regular bond reviews and filing relevant documentation at Companies House. These items are not necessarily beneficial to any class of creditor but are requirements of the Statutory Regulations and the Insolvency Act and Rules.

Dealing with all creditors' claims (including employees), correspondence and distributions

The time spent here relates to dealing with creditor correspondence and enquiries - dealing with correspondence and claims received.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures, tax, litigation, pensions and travel

During this period we corresponded with creditors in order to agree the basis of our fees via a Decision Procedure by way of correspondence – with a decision date of 28 July 2021, which was inquorate as no votes

were received. We shall continue to prepare and submit post appointment tax returns and we shall also seek tax clearance from HMRC to close the liquidation when appropriate.

5. ESTIMATED OUTCOME FOR CREDITORS

Details of the sums owed to each class of the Company's creditors were provided in our previous progress reports.

Secured creditors

The Company has not granted any charges over its assets.

Preferential creditors

There are no known preferential claims.

Unsecured creditors

The unsecured creditors as per the statement of affairs totalled £845,992.91.

Prescribed Part for unsecured creditors pursuant to Section 176A of the Act

Section 176A of the Act provides that, where the company has created a floating charge on or after 15 September 2003, the liquidator must make a prescribed part of the Company's net property available for the unsecured creditors and not distribute it to the floating charge holder except in so far as it exceeds the amount required for the satisfaction of unsecured debts. Net property means the amount which would, were it not for this provision, be available to floating charge holders out of floating charge assets (i.e. after accounting for preferential debts and the costs of realising the floating charge assets). The prescribed part of the Company's net property is calculated by reference to a sliding scale as follows:

- ☐ 50% of the first £10,000 of net property;
- ☐ 20% of net property thereafter;
- ☐ Up to a maximum amount to be made available of £600,000

A liquidator will not be required to set aside the prescribed part of net property if:

- ☐ the net property is less than £10,000 and the liquidator thinks that the cost of distributing the prescribed part would be disproportionate to the benefit; (Section 176A(3)) or
- ☐ the liquidator applies to the court for an order on the grounds that the cost of distributing the prescribed part would be disproportionate to the benefit and the court orders that the provision shall not apply (Section 176A(5)).

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 and, consequently, there is no net property as defined in Section 176A(6) of the Act and, therefore, no prescribed part of net property is available for distribution to the unsecured creditors.

Unsecured creditors

Based upon realisations to date and estimated future realisations it is anticipated there will be insufficient funds available to enable a dividend to be paid to the unsecured creditors.

6. REMUNERATION & EXPENSES

Work undertaken prior to appointment

The costs relating to work undertaken prior to our appointment in summoning, advertising and holding the creditors' meeting and assisting the directors in preparing the statement of affairs were approved by the creditors on 17 August 2017. The creditors authorised a fee of £5,000, plus VAT in this respect. To date £4,849.83 of the approved sum has been paid from funds realised. The balance will be recovered shortly from funds subsequently received.

Remuneration

During the period of this report we attempted to obtain the necessary basis of agreement to the basis of our post appointment fees by way of a Decision procedure by correspondence (with a Decision date of 28 July 2021), but no votes were received.

We have not at this time drawn any funds on account of our post appointment remuneration. We propose that our remuneration is based on a fixed sum basis in the sum of £10,000.

For information purposes, our time costs for the period from 17 August 2020 to 16 August 2021 amount to £6,135.00, which represents 22.70 hours at an average rate of £270.26 per hour.

The following further information in relation to our time costs and expenses is set out at Appendix 2:

- ❑ Time Costs Analysis for the period 17 August 2017 to 16 August 2021
- ❑ Begbies Traynor (Central) LLP's charging policy

To 16 August 2021, we have not drawn any funds on account of our post appointment remuneration, against total time costs of £18,704.50 incurred since the date of our appointment.

Time Costs Analysis

The Time Costs Analysis for the period of this report attached at Appendix 2 shows the time spent by each grade of staff on the different types of work involved in the case, and gives the total costs and average hourly rate charged for each work type. An additional analysis is also attached which details the time costs for the entire period for which we have administered the liquidation.

Please note that each analysis provides details of the work undertaken by us and our staff following our appointment only.

The information provided in section 4 above relates to the work undertaken during the period of this report. We have set out below details of the work undertaken prior to the period covered by this report so as to avoid any repetition

General case administration and planning

General case administration incorporates different categories such as cashiering, general case administration (filing, creditor correspondence) and dealing with sundry issues as and when they arise. This time cost also comprises maintenance of case files, undertaking case reviews incorporating compliance checks and dealing with general queries. These items are not necessarily financially beneficial to any class of creditor but are requirements of the statutory regulations / The Insolvency Act and Rules.

Compliance with the Insolvency Act, Rules and best practice

Other work undertaken during the period includes compliance with our statutory obligations and best practice to include the preparation of all post appointment notifications and documentation, ensuring that there is sufficient bond insurance in place, undertaking regular bond reviews and filing relevant documentation at Companies House. These items are not necessarily financially beneficial to any class of creditor but are requirements of the statutory regulations and the Insolvency Act and Rules.

Investigations

On appointment, we carried out an initial review of the Company's affairs in the period prior to liquidation. 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 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 was completed and the liquidators did not identify any further assets or actions which might lead to a recovery for creditors.

Realisation of assets

Book Debts

Creditors will recall from our 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 £660.10 remaining outstanding. It was considered that the commerciality of further recovery action on this final balance was inappropriate and concluded to be irrecoverable.

Cash at Bank

Following our appointment, a request was made to the Company's bankers for any funds held to be paid over to the liquidation estate. Funds of £235.33 were received in this context.

Intercompany Debtors

The Company's management accounts indicated intercompany debtors outstanding in the sum of £21,478, however, due to these companies being in liquidation, these balances have not been collectable and there is no likelihood of any dividend from the companies in liquidation.

Third Party Funds / Third Party Monies

At the date of the liquidation, the Company's director provided an indemnity to CVR Global LLP (now Begbies Traynor) against the costs and disbursements, for assistance in preparing the Directors Statement of Affairs and convening the members' and creditors' meetings. A balance of £6,502.53 has been recovered, being full settlement of the amount due.

Bank Interest Gross

Bank interest in the sum of £1.19 has been received to date.

Dealing with all creditors' claims (including employees), correspondence and distributions

We shall continue to deal with queries raised by creditors in a timely manner.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or via Decision Procedures, tax, litigation, pensions and travel)

A further decision is being sought from the creditors to approve the basis of our remuneration and disbursements.

We are therefore seeking creditors' approval to increase our remuneration by way of a Decision Procedure via correspondence and a Notice providing further information about the decisions being sought by correspondence together with a Voting Form have been provided separately.

Expenses

To 16 August 2021, we have also drawn expenses in the sum of £153.00.

Category 2 Expenses

No Category 2 expenses have been charged to the case since the date of our appointment:

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2021' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at www.begbies-traynor.com/creditorsguides. Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

7. LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3. A cumulative statement showing the total expenses incurred since the date of our appointment also appears at Appendix 3.

8. ASSETS THAT REMAIN TO BE REALISED AND WORK THAT REMAINS TO BE DONE

At this stage, all assets have been realised.

What work remains to be done, why is this necessary and what financial benefit (if any) will it provide to creditors?

General case administration and planning

General case administration incorporates different categories such as cashiering, general case administration (filing, creditor correspondence) and dealing with sundry issues as and when they arise. This time cost also comprises maintenance of case files, undertaking case reviews incorporating compliance checks and dealing with general queries. These items are not necessarily financially beneficial to any class of creditor but are requirements of the statutory regulations / The Insolvency Act and Rules.

Compliance with the Insolvency Act, Rules and best practice

Other work undertaken during the period includes compliance with our statutory obligations and best practice to include the preparation of all post appointment notifications and documentation, ensuring that there is sufficient bond insurance in place, undertaking regular bond reviews and filing relevant documentation at Companies House. These items are not necessarily financially beneficial to any class of creditor but are requirements of the statutory regulations and the Insolvency Act and Rules.

Dealing with all creditors' claims (including employees), correspondence and distributions

We shall continue to deal with queries raised by creditors in a timely manner.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedure, tax, litigation, pensions and travel)

A decision is being sought from the creditors to approve the basis of our remuneration and disbursements as liquidators. We shall arrange for the completion and submission of the Company's post liquidation tax returns and when appropriate, we shall seek clearance from HMRC to close the liquidation.

How much will this further work cost?

Details of further work are contained within details of our time costs to date, as appended, but limited to the fixed fee of £10,000.

Expenses

Details of the expenses that we expect to incur in connection with the work that remains to be done referred to above are provided in Appendix 3.

9. OTHER RELEVANT INFORMATION

Use of personal information

Please note that in the course of discharging our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies-traynorgroup.com/privacy-notice>. If you require a hard copy of the information, please do not hesitate to contact us.

10. CREDITORS' RIGHTS

Right to request further information

Pursuant to Rule 18.9 of the Rules, 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, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses which have been incurred during the period of this progress report.

Right to make an application to court

Pursuant to Rule 18.34 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

11. CONCLUSION

We will report again in approximately twelve months time or at the conclusion of the liquidation, whichever is the sooner.



C J POVEY
Joint Liquidator

Dated: 31 August 2021

ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 17 August 2020 to 16 August 2021

RECEIPTS	Statement of Affairs (£)	From 17/08/2017 To 16/08/2020 (£)	From 17/08/2020 To 16/08/2021 (£)	Total (£)
Book Debts	1,913.00	1,252.90	0.00	1,252.90
Cash at Bank	338.00	235.33	0.00	235.33
Intercompany Balances	NIL	0.00	0.00	0.00
Bank Interest Gross		1.19	0.00	1.19
Third Party Monies		6,502.53	0.00	6,502.53
		7,991.95	0.00	7,991.95
PAYMENTS				
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
		5,002.83	0.00	5,002.83
Net Receipts/(Payments)		2,989.12	0.00	2,989.12
MADE UP AS FOLLOWS				
Interest Bearing Bank Account		1,988.56	0.00	1,988.56
VAT Receivable / (Payable)		1,000.56	0.00	1,000.56
		2,989.12	0.00	2,989.12

COSTS AND EXPENSES

- a. Begbies Traynor (Central) LLP's charging policy;
- b. Time Costs Analysis for the period from 17 August 2020 to 16 August 2021; and
- c. Cumulative Time Costs Analysis for the period from 17 August 2017 to 16 August 2021.

BEGBIES TRAYNOR CHARGING POLICY

Introduction

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance¹ requires that such information should be disclosed to those who are responsible for approving remuneration. Within our fee estimate creditors can see how we propose to be remunerated.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance indicates that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

Office holder's fees in respect of the administration of insolvent estates

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded at the individual's hourly rate in force at that time which is detailed below.

Expenses incurred by office holders in respect of the administration of insolvent estates

Best practice guidance classifies expenses into two broad categories:

- ❑ Category 1 disbursements (approval not required) - specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- ❑ Category 2 disbursements (approval required) - items of expenditure that are directly related to the case which include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party.

(A) The following items of expenditure are charged to the case (subject to approval):

- Internal meeting room usage for the purpose of physical meetings of creditors is charged at the rate of £100 (London £150) per meeting;
- Car mileage is charged at the rate of 45 pence per mile;
- Storage of books and records (when not chargeable as a Category 1 disbursement) is charged on the basis that the number of standard archive boxes held in storage for a particular case

Expenses which should be treated as Category 2 disbursements (approval required) – in addition to the two categories referred to above, best practice guidance indicates that where payments are to be made to outside parties in which the office holder or his firm or any associate has an interest, these should be treated as Category 2 disbursements.

(B) The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a Category 1 disbursement:

¹ Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales

- Telephone and facsimile
- Printing and photocopying
- Stationery

BEGBIES TRAYNOR CHARGE-OUT RATES

Begbies Traynor is a national firm. With effect from 16 January 2021, CVR Global LLP (being the insolvency practice from which Craig Povey and Richard Toone and members of their team provide their services as licensed insolvency practitioners), became part of Begbies Traynor's corporate recovery and insolvency practice. Further information in relation to Begbies Traynor and the Begbies Traynor Group can be accessed at: <http://www.begbies-traynorgroup.com>

CVR Global LLP becoming part of Begbies Traynor will not affect the ongoing administration of the Company's liquidation. As a consequence of the above we will apply Begbies Traynor chargeout rates.

The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions. The rates applying to the Birmingham office from which the appointment will primarily be administered, following approval, are as follows:

Grade of staff	CVR Charge-out rate (£ per hour)
Consultant/Partner	390-495
Director	360-390
Associate Directors/ Senior Manager	330-360
Manager	300-330
Assistant Manager	290-310
Senior Administrator/Executive	240-275
Administrator/Executive	155-190
Cashiers	135-185
Support/Juniors	90-125

Time spent by support staff such as secretarial, administrative and cashiering staff is charged directly to cases. It is not carried as an overhead.

Time is recorded in 6 minute units.

Further to the information set out in the report, the joint liquidators are seeking the approval of the basis of their post appointment remuneration in a fixed sum of £10,000.

It is anticipated that this sum will provide towards the work which is detailed within the body of the report and which falls under the following categories of work:

1. General case administration and planning
2. Compliance with the Insolvency Act, Rules and best practice
3. Investigations
4. Realisation of assets
5. Dealing with all creditors claims and correspondence
6. Other matters which include seeking decisions from creditors via Decision Procedures

A more detailed explanation of the work that falls into the categories mentioned in the table above can be obtained from our website at <http://www.begbies-traynorgroup.com/work-details>.

Dated: 31 August 2021

SIP9 DRB FACILITIES MANAGEMENT LIMITED - Creditors Voluntary Liquidation -
LDRBF65351.CVL : Time Costs Analysis From 17/08/2020 To 16/08/2021

[illegible]

SIP9 DRB FACILITIES MANAGEMENT LIMITED - Creditors Voluntary Liquidation -
LDRBF65351.CVL : Time Costs Analysis From 17/08/2017 To 16/08/2021

[illegible]

STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Expenses incurred with entities not within the Begbies Traynor Group				
Statutory advertising	Courts Advertising	153.00	153.00	-
Bond	JLT	20.00	-	20.00

CUMULATIVE STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £
Statutory advertising	Courts Advertising	153.00
Bond	JLT	20.00