

AM10

Notice of administrator's progress report



Companies House

WEDNESDAY



A18 *A84JB2B4* #143
01/05/2019
COMPANIES HOUSE

1 Company details

Company number 0 7 7 7 9 2 7 9

Company name in full Monarch 2011 Limited

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

2 Administrator's name

Full forename(s) James Robert

Surname Tucker

3 Administrator's address

Building name/number 15 Canada Square

Street Canary Wharf

Post town London

County/Region

Postcode E 1 4 5 G L

Country

4 Administrator's name ①

Full forename(s) Blair Carnegie

Surname Nimmo

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

5 Administrator's address ②

Building name/number 15 Canada Square

Street Canary Wharf

Post town London

County/Region

Postcode E 1 4 5 G L

Country

② Other administrator
Use this section to tell us about
another administrator.

AM10

Notice of administrator's progress report

6 Period of progress report

From date	^d 0	^d 2	^m 1	^m 0	^y 2	^y 0	^y 1	^y 8
To date	^d 0	^d 1	^m 0	^m 4	^y 2	^y 0	^y 1	^y 9

7 Progress report

☒ I attach a copy of the progress report

8 Sign and date

Administrator's
signature

Signature

X

J. Tucker

X

Signature date

^d 2	^d 6	^m 0	^m 4	^y 2	^y 0	^y 1	^y 9
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AM10

Notice of administrator's progress report



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 Marie Hayden

Company name KPMG LLP

Address Arlington Business Park
Theale

Post town Reading

County/Region Berkshire

Postcode R G 7 4 S D

Country

DX

Telephone Tel +44 (0) 118 964 2000



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



Joint
Administrators'
progress
report for the
period 2
October 2018
to 1 April 2019

Monarch Holdings Limited
and Monarch 2011 Limited –
both in Administration

30 April 2019

Notice to creditors

This progress report provides an update on the administration of each of the Companies.

We have included (Appendix 2) an account of all amounts received and payments made since the date of our appointment.

We have also explained our future strategy for each of the administrations and how likely it is that we will be able to pay each class of creditor.

You will find other important information in this progress report such as the costs which we have incurred to date.

A glossary of the abbreviations used throughout this document is attached (Appendix 5).

Finally, we have provided answers to frequently asked questions and a glossary of insolvency terms on the following website, <http://www.kpmg.co.uk/monarch>. We hope this is helpful to you.

Please also note that an important legal notice about this progress report is attached (Appendix 6).

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1 Executive summary

- This progress report covers the period from 2 October 2018 to 1 April 2019 for the Companies. There are three reports to creditors related to the concurrent administrations of 10 of the Monarch Group companies; one for Monarch Airlines, one for Monarch Holidays sub-group and one for the Monarch Holdings sub-group. This report is for the Monarch Holdings sub-group.
- The Group's key assets are:
 - Slots. Realised for £54 million.
 - Unrestricted cash at bank of £27.8 million on appointment. Realisations to date at Monarch Airlines are £22.5 million and Monarch Holidays are £5.1 million.
In addition we have realised cash collateral held by third parties at appointment of £0.4 million and £1.0 million in Monarch Airlines and Monarch Holidays respectively.
- The Group's engineering business, MAEL, entered into administration on 4 January 2019. This followed a period where the Directors had sought to stabilise the business via agreeing a CVA and funding from PJL. PJL had acquired the shares in MAEL as part of a release of debt and agreement to provide new funding. Unfortunately, due to challenges faced in MAEL's ongoing trading, its Directors concluded there was no reasonable prospect of avoiding insolvency.
- There have been no realisations in either entity in the period. We continue to finalise the Companies' tax affairs (Section 2 - Progress to date).
- Value will break in the secured debt as previously indicated. There have been no distributions to the secured creditor from either Company (Section 3 - Dividend prospects and dividends paid).
- We are not aware of any preferential claims against either of the Companies (Section 3 - Dividend prospects and dividends paid).
- There will be no return to unsecured creditors of either Company (Section 3 - Dividend prospects and dividends paid).
- The administrations are currently due to end on 1 October 2020.
- Please note: you should read this progress report in conjunction with our previous progress reports and proposals issued to the Companies' creditors which can be found at <http://www.kpmg.co.uk/monarch>. Unless stated otherwise, all amounts in this progress report and appendices are stated net of VAT.



Jim Tucker
Joint Administrator

2 Progress to date

This section updates you on our strategy for the administrations and on our progress to date. It follows the information provided in our previous progress reports.

2.1 Strategy and progress to date

Strategy

The main asset realisations for the Group in the period, and since our last progress reports, have been from an ISDA settlement, debtors and cash at bank.

We continue to focus on realising the Group's remaining assets, progressing the Group's tax affairs and an orderly wind down of the operations of the business.

Matters specific to the Companies are set out below.

Holdings

There are no further assets to realise save for collecting any outstanding VAT due at the time of the next VAT return.

Monarch 2011

There are no further assets to realise.

Services and Funding Agreement (SFA)

As previously advised the services to be provided to the CAA, to assist with matters that would not normally be undertaken in an administration situation, and the terms of reimbursement were agreed in the SFA.

Monarch Holdings has provided services to the CAA in acting as Group representative to receive and distribute funds to other companies. It also utilised the facility specifically provided to Monarch Holdings in order to settle various initial costs. The SFA also provided for the costs of placing certain of the Group companies into administration, as certain of these companies had no assets of their own, but were potentially critical to the repatriation exercise.

Monarch 2011 was not provided with a facility under the SFA and there has been no CAA related work in respect of Holdings and Monarch 2011 in the period.

Funding received from the CAA does not represent an asset of Monarch Holdings; the funding ensures there is no gain or detriment to creditors as a result of work undertaken on behalf of the CAA. It is a cost reimbursement. There will be no further funding requirement.

Tax

The tax affairs of the Company are complex and intrinsically linked across the Group.

We have made further headway in finalising the corporation tax affairs of the Group and we will shortly be seeking tax clearance for all Group companies for periods ending on or before 31 October 2018.

A tax liability arose in respect of the disposal of the Gatwick and Luton Airport landing rights previously held by Monarch Airlines.

The administration of MAEL, being part of the wider Group, has tax implications for the Group. Depending on its tax position it may be possible to access tax losses in MAEL to shelter some of the taxable profits that have arisen in respect of the disposal of the landing rights mentioned above. We will liaise with MAEL's administrators to explore this further. Whilst it is likely this will only impact Monarch Airlines, at this stage we cannot rule out an impact on other Group companies.

Where there are no further realisations expected in Group companies and no further benefits can be obtained by other Group companies from tax losses that may be available in the companies, we will seek agreement of their final tax position with HMRC. We envisage this being the position for Monarch 2011.

2.2 Asset realisations

There have been no realisations in either of the Companies to 1 April 2019.

Realisations for Monarch Holdings during the administration to date are set out in the attached receipts and payments account (Appendix 2).

Funding and facility from CAA

Funds held by Monarch Holdings from the CAA do not form part of the Monarch Holdings' estate. They were provided to be disbursed to Monarch Airlines and Monarch Holidays to meet urgent administration expenses. Under the SFA any funds not used for these purposes will be used for ongoing administration costs incurred in relation to providing support to the CAA.

2.3 Costs

Payments made in this period from Monarch Holdings are set out in the attached receipts and payments account (Appendix 2).

Summaries of the most significant payments made during the period are provided below.

Legal fees

We have paid Freshfields £12,000 for legal advice in relation to tax and general matters including the extension of the Administrations.

Funding and facility from CAA

In the period we have made net payments totalling £218,000, from funds received from the CAA, to Monarch Airlines and Monarch Holidays in accordance with the terms of the SFA. As advised above, these funds do not form part of the Monarch Holdings' estate.

2.4 Schedule of expenses

We have detailed the costs incurred during the period, whether paid or unpaid, in the schedule of expenses for each of the Companies attached (Appendix 3).

There are no material costs incurred but unpaid in the period.

2.5 Allocation of costs

Any floating charge costs incurred, in excess of the floating charge realisations, will be recovered from the fixed charge Intellectual Property realisations. This will be subject to the approval of the secured creditors.

3 Dividend prospects

3.1 Secured creditors

We set out a summary of the material security position for the Companies in our Proposals.

As previously advised, value is likely to break in the secured debt. There have been no distributions to secured creditors from these Companies to date.

3.2 Preferential creditors

We are not aware of any preferential claims against either of the Companies.

3.3 Unsecured creditors

Based on current estimates, there will not be a dividend to unsecured creditors in either of the Companies.

4 Joint Administrators' remuneration, disbursements and pre-administration costs

4.1 Joint Administrators' remuneration and disbursements

We previously reported that we had reached an agreement in principle with the senior secured creditor in relation to our remuneration.

During the period the secured creditors, being PJL, PPF and WJL (the latter in Monarch 2011 only), have provided approval that:

- our remuneration will be drawn on the basis of time properly given by us and the various grades of our staff in accordance with the fees estimate and charge-out rates, as set out in the statement of proposals, but subject to a cap of no more than 80% of the charge out rates disclosed. This will include work undertaken in respect of, but not limited to, tax, VAT, employee and pensions advice from KPMG in-house specialists.

As set out in our statement of proposals and subsequent progress reports, creditors were advised that we have entered into a SFA with the CAA / ATT in respect of their repatriation of the airline passengers post-administration. Under that agreement, the CAA / ATT is reimbursing Monarch for relevant costs incurred. This includes the recharge of Joint Administrators' time costs related to work under the SFA, which will also be subject to a cap of no more than 80% of the charge out rates disclosed. Whilst funded by the CAA, the Joint Administrators will be paid via Monarch.

- disbursements for services provided by KPMG (defined as Category 2 disbursements in Statement of Insolvency Practice 9) will be charged in accordance with KPMG's policy as set out in Appendix 4.

Time costs

In Monarch Holdings, from 2 October 2018 to 1 April 2019, we have incurred time costs of £10,842.10. These represent 26 hours at an average rate of £417 per hour.

In Monarch 2011, from 2 October 2018 to 1 April 2019, we have incurred time costs of £10,097. These represent 23 hours at an average rate of £449 per hour.

These are based on our standard charge out rates; as explained above, we have agreed a cap on our time costs with the senior secured creditor.

Remuneration

During the period, we have not drawn any remuneration from either of the Companies.

Disbursements

During the period, we have not incurred any disbursements.

Additional information

For both of the administrations, we have attached (Appendix 4) an analysis of the time spent, the charge-out rates for each grade of staff and the expenses paid directly by KPMG for the period from 2 October 2018 to 1 April 2019. We have also attached our charging and disbursements policy.

Under the SFA, the CAA has agreed to meet costs which would not have been incurred but for the work they required in relation to the repatriation exercise. In addition, they have provided a facility to cover statutory costs in relation to those Group companies which have no assets to meet these costs, but which were required to be placed into administration in order to ensure that the repatriation could take place without any hindrance. In both cases, these costs include the fees charged by KPMG in relation to our work. In agreeing these costs, the CAA is an independent body which is not connected with the Group, the Joint Administrators or KPMG.

4.2 Pre-administration costs

During the period the secured creditors provided approval to pay the unpaid pre-administration costs, being legal fees and disbursements, as at the date of our appointment. Accordingly we have paid these costs of £2,341 from Monarch Holdings. Monarch Holdings has no outstanding pre-administration costs.

Monarch 2011 has no realisations to date; the pre-administration legal costs of £2,341 have not been paid.

5 Future strategy

5.1 Future conduct of the administration

We will continue to manage the affairs, the business and the property of each of the Companies in order to achieve the purpose of the administrations. This will include but not be limited to:

- Completing the assistance we are providing to the CAA;
- Complying with ongoing tax and VAT requirements and determining the tax positions;
- Making distributions to secured creditors as and when funds are available (Monarch Holdings only);
- Paying the costs of the administration (Monarch Holdings only);
- Complying with ongoing statutory and reporting obligations.

5.2 Future reporting

We will provide a further progress report within one month of 1 October 2019 or earlier if either of the administrations has been completed prior to that time.

Appendix 1 Statutory information for each of the Companies

Company information	
Company name	Monarch Holdings Limited
Date of incorporation	29 March 1974
Company registration number	01165001
Present registered office	15 Canada Square, Canary Wharf, London, E14 5GL
Administration information	
Administration appointment	The administration appointment granted in High Court of Justice, 007270 of 2017
Appointor	Court following an application by the Directors
Date of appointment	2 October 2017
Joint Administrators' details	Jim Tucker and Blair Nimmo
Former Joint Administrators' details	Richard Beard
Prescribed Part	The prescribed part is not applicable on this case as the net property is expected to be below the prescribed minimum of £10,000.
Functions	The functions of the Joint Administrators are being exercised by them individually or together in accordance with Paragraph 100(2)
Current administration expiry date	1 October 2020

Company information	
Company name	Monarch 2011 Limited
Date of incorporation	19 September 2011
Company registration number	07779279
Present registered office	15 Canada Square, Canary Wharf, London, E14 5GL
Administration information	
Administration appointment	The administration appointment granted in High Court of Justice, 007256 of 2017
Appointor	Court following an application by the Directors
Date of appointment	2 October 2017
Joint Administrators' details	Jim Tucker and Blair Nimmo
Former Joint Administrator's details	Richard Beard
Prescribed Part	The prescribed part is not applicable on this case as the net property is expected to be below the prescribed minimum of £10,000.
Functions	The functions of the Joint Administrators are being exercised by them individually or together in accordance with Paragraph 100(2)
Current administration expiry date	1 October 2020

Appendix 2 Joint Administrators' receipts and payments account for each of the Companies

Monarch Holdings

Abstract of receipts & payments			
Statement of affairs (£)		From 02/10/2019 To 01/04/2019 (£)	From 02/10/2017 To 01/04/2019 (£)
	FIXED CHARGE ASSETS		
100,000.00	Intellectual Property rights	NIL	420,000.00
		NIL	420,000.00
	FIXED CHARGE COSTS		
	Agents'/Valuers' fees	NIL	(50,000.00)
		NIL	(50,000.00)
	FIXED CHARGE CREDITORS		
(7,500,000.00)	Fixed charge creditor	NIL	NIL
(94,685,897.00)	Fixed charge creditor (2)	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
442.00	Cash at bank	NIL	441.64
	Insurance refund	NIL	42,350.00
	Credit Card settlement - funds MAL/MHoi	NIL	286,455.16
	Third party funds paid	NIL	(288,026.85)
		NIL	41,219.95
	OTHER REALISATIONS		
	Bank interest, gross	1,180.24	6,469.12
	ADVANCES - Advanced funding from the CAA	100,707.91	3,660,707.91
	Facility from CAA	NIL	2,500.00
	Third party funds received	NIL	1,571.69
		101,888.15	3,671,248.72
	COST OF REALISATIONS		
	Pre-administration legal fees	(2,340.79)	(2,340.79)
	IT costs	NIL	(17,812.46)
	Legal fees	(11,990.13)	(106,002.54)
	Re-direction of mail	NIL	(612.00)
	Statutory advertising	NIL	(69.00)
	Bank charges	NIL	(124.05)
	ADVANCES - funding paid to Monarch Group	(218,084.68)	(3,560,000.00)
		(232,415.60)	(3,686,960.84)
	UNSECURED CREDITORS		
(92,370,200.00)	Trade, Intercompany, Other	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		

(168,004,871.00)	Ordinary shareholders	NIL	NIL
		NIL	NIL
(362,460,526.00)		(130,527.45)	395,507.83
	REPRESENTED BY		
	Floating ch. VAT rec'able		25,244.96
	Floating charge current		380,756.79
	Fixed charge VAT rec'able		10,000.00
	Fixed charge VAT payable		(84,000.00)
	Floating ch. VAT control		(10,493.92)
	Fixed charge VAT control		74,000.00
			395,507.83

NOTE:

£103,208 of the retained funds held in the floating charge current account as at 1 April 2019 is CAA funds that have been advanced to Monarch Holdings under the terms of the SFA. As explained in the report (see section 2), these funds do not form part of the Monarch Holdings' estate.

Monarch 2011

Abstract of receipts & payments			
Statement of affairs (£)		From 02/10/2018 To 01/04/2019 (£)	From 02/10/2017 To 01/04/2019 (£)
	FIXED CHARGE CREDITORS		
(7,500,000.00)	Fixed charge creditor	NIL	NIL
(94,685,897.00)	Fixed charge creditor (2)	NIL	NIL
(20,693,723.00)	Fixed charge creditor (3)	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(19,000,000.00)	Trade, Intercompany, Other	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(20,000,001.00)	Ordinary shareholders	NIL	NIL
		NIL	NIL
-161,879,621.00		NIL	NIL

Appendix 3 Schedule of expenses for each of the Companies

Monarch Holdings

Schedule of expenses (02/10/2018 to 01/04/2019)			
Expenses (£)	Incurred and paid in the period (£)	Incurred in the period not yet paid (£)	Total (£)
Cost of realisations			
Joint Administrators' remuneration	0.00	10,842.10	10,842.10
Legal fees	6,651.28	0.00	6,651.28
TOTAL	6,651.28	10,842.10	17,493.38

Some of the payments made in the period relate to expenses incurred in a prior period. Therefore there is a difference between the payments made during the period of £14,330.92 (per the receipts and payments account) and the expenses incurred and paid in the period of £6,651.28 (per the schedule of expenses).

Monarch 2011

Schedule of expenses (02/10/2018 to 01/04/2019)			
Expenses (£)	Incurred and paid in the period (£)	Incurred in the period not yet paid (£)	Total (£)
Joint Administrators' fees	0.00	10,096.90	10,096.90
TOTAL	0.00	0.00	10,096.90

Please note that the accrual for our remuneration for both Companies has been based on our charge out rates; for consistency of reporting purposes these costs have not been adjusted to reflect the discount agreed with the senior secured creditor.

Requests for further information and right to challenge our remuneration and expenses

Creditors' requests for further information

If you would like to request more information about our remuneration and expenses disclosed in this progress report, you must do so in writing within 21 days of receiving this progress report.

Requests from unsecured creditors must be made with the concurrence of at least 5% in value of unsecured creditors (including, the unsecured creditor making the request) or with the permission of the Court.

Creditors' right to challenge our remuneration and expenses

If you wish to challenge the basis of our remuneration, the remuneration charged, or the *expenses incurred during the period covered by this progress report*, you must do so by making an application to Court within eight weeks of receiving this progress report.

Applications by unsecured creditors must be made with concurrence of at least 10% in value of unsecured creditors (including the unsecured creditor making the challenge) or with the permission of the Court.

The full text of the relevant rules can be provided on request by writing to the Joint Administrators at 15 Canada Square, Canary Wharf, London, E14 5GL.

Appendix 4 Joint Administrators' charging and disbursements policy

Joint Administrators' charging policy

The time charged to each of the administrations is by reference to the time properly given by us and our staff in attending to matters arising in the respective administration. This includes work undertaken in respect of tax, VAT, employee and pensions advice from KPMG in-house specialists.

Our policy is to delegate tasks in the administrations to appropriate members of staff considering their level of experience and requisite specialist knowledge, supervised accordingly, so as to maximise the cost effectiveness of the work performed. Matters of particular complexity or significance requiring more exceptional responsibility are dealt with by senior staff or us.

A copy of "A Creditors' Guide to Joint Administrators Fees" from Statement of Insolvency Practice 9 ('SIP 9') produced by the Association of Business Recovery Professionals is available at:

<https://www.r3.org.uk/what-we-do/publications/professional/fees/administrators-fees>

If you are unable to access this guide and would like a copy, please write to the Joint Administrators at 15 Canada Square, Canary Wharf, London, E14 5GL.

Hourly rates

Set out below are the relevant hourly charge-out rates for the grades of our staff actually or likely to be involved with each of the administrations. Time is charged by reference to actual work carried out on each of the administrations; using a minimum time unit of six minutes.

All staff who have worked on the administrations, including cashiers and secretarial staff, have charged time directly to the relevant administration and are included in the analysis of time spent. The cost of staff employed in central administration functions is not charged directly to the administrations but is reflected in the general level of charge-out rates.

Monarch Holdings

Charge-out rates (£) for: Restructuring	
Grade	From 01 Nov 2016 £/hr
Partner	835
Director	740
Senior Manager	645
Manager	515
Senior Administrator	375
Administrator	285
Support	142

The charge-out rates used by us might periodically rise (for example to cover annual inflationary cost increases) over the period of each of the administrations. In our next statutory report, we will inform creditors of any material amendments to these rates.

Policy for the recovery of disbursements

Where funds permit the officeholders will seek to recover both Category 1 and Category 2 disbursements from the estate. For the avoidance of doubt, such expenses are defined within SIP 9 as follows:

Category 1 disbursements: These are costs where there is specific expenditure directly referable to both the appointment in question and a payment to an independent third party. These may include, for example, advertising, room hire, storage, postage, telephone charges, travel expenses, and equivalent costs reimbursed to the officeholder or his or her staff.

Category 2 disbursements: These are costs that are directly referable to the appointment in question but not to a payment to an independent third party. They may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis, for example, business mileage.

Category 2 disbursements charged by KPMG Restructuring include mileage. This is calculated as follows.

Mileage claims fall into three categories:

- Use of privately-owned vehicle or car cash alternative – 45p per mile.
- Use of company car – 60p per mile.
- Use of partner's car – 60p per mile.

For all of the above car types, when carrying KPMG passengers an additional 5p per mile per passenger will also be charged where appropriate.

We have not incurred any disbursements during the period in either company.

We have the authority to pay Category 1 disbursements without the need for any prior approval from the creditors of the Company.

Narrative of work carried out for the Companies for the period 2 October 2018 to 1 April 2019

The key areas of work have been:

Statutory and compliance	<ul style="list-style-type: none"> ■ posting information on a dedicated web page; ■ preparing statutory receipts and payments accounts; ■ ensuring compliance with all statutory obligations within the relevant timescales.
Strategy documents, Checklist and reviews	<ul style="list-style-type: none"> ■ formulating, monitoring and reviewing the administration strategies; ■ briefing of our staff on the administration strategies and matters in relation to various work-streams; ■ regular case management and reviewing of progress, including regular team update meetings and calls; ■ reviewing and authorising junior staff correspondence and other work including resourcing and budgeting exercises and reviews; ■ dealing with queries arising during the appointments, ■ reviewing matters affecting the outcome of the administrations; ■ liaising with legal advisors regarding the various instructions; ■ complying with internal filing and information recording practices, including documenting

	strategy decisions.
Reports to debenture holders	<ul style="list-style-type: none"> ■ providing written and oral updates to representatives of the secured creditors regarding the progress of the administrations and case strategy.
Cashiering	<ul style="list-style-type: none"> ■ preparing and processing vouchers for the payment of post-appointment invoices (Monarch Holdings only); ■ creating remittances and sending payments to settle post-appointment invoices (Monarch Holdings only); ■ reconciling post-appointment bank accounts to internal systems; ■ ensuring compliance with appropriate risk management procedures in respect of receipts and payments (Monarch Holdings only).
Tax	<ul style="list-style-type: none"> ■ reviewing information from the Companies records in relation to the taxation position of the Companies; ■ reviewing the Companies pre-appointment corporation tax and VAT position; ■ analysing and considering the tax effects of various sale options, tax planning for efficient use of tax assets and to maximise realisations, ■ working initially on tax returns relating to the periods affected by the administrations; ■ analysing VAT related transactions (Monarch Holdings only); ■ dealing with post appointment tax compliance.
Shareholders	<ul style="list-style-type: none"> ■ responding to enquiries from shareholders regarding the administrations.
General	<ul style="list-style-type: none"> ■ reviewing time costs data and producing analysis of time incurred which is compliant with Statement of Insolvency Practice 9; ■ dealing with the ongoing storage of the Companies' books and records.
Asset realisations	<ul style="list-style-type: none"> ■ liaising with agents regarding the sale of intellectual property assets (Monarch Holdings only); ■ working with the directors and latterly the Administrators of MAEL in relation to understanding the position regarding the shares held (Monarch 2011 only).
Assistance to CAA (Monarch Holdings only)	<ul style="list-style-type: none"> ■ working in accordance with the SFA entered into with the CAA; ■ distributing funds received from the CAA (which do not form part of the estate) for the purpose of meeting urgent administration expenses to the appropriate Group company.
Creditors and claims	<ul style="list-style-type: none"> ■ responding to enquiries from creditors regarding the administrations and submission of their claims; ■ drafting our progress report.

Time costs

Monarch Holdings

SIP 9 –Time costs analysis (02/10/2018 to 01/04/2019)

	Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & planning			
Cashiering			
General (Cashiering)	2.50	688.10	275.24
Reconciliations (& IPS accounting reviews)	2.60	888.50	341.73
Statutory and compliance			
Checklist & reviews	5.10	1,902.50	373.04
Tax			
Post appointment VAT	0.90	398.50	442.78
Creditors			
Creditors and claims			
Statutory reports	14.90	6,968.50	467.68
Total in period	26.00	10,842.10	417.00

Brought forward time (appointment date to SIP 9 period start date)	177.55	83,983.15
SIP 9 period time (SIP 9 period start date to SIP 9 period end date)	26.00	10,842.10
Carry forward time (appointment date to SIP 9 period end date)	203.55	94,825.25

Monarch 2011

SIP 9 –Time costs analysis (02/10/2018 to 01/04/2019)

	Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & planning			
Cashiering			
Reconciliations (& IPS accounting reviews)	4.80	1,385.40	288.63
General			
Books and records	0.90	256.50	285.00
Fees and WIP	0.90	347.50	386.11
Statutory and compliance			
Checklist & reviews	3.00	1,124.00	374.67
Tax			
Post appointment VAT	0.50	188.50	377.00
Creditors			
Creditors and claims			
General correspondence	1.50	1,110.00	740.00

SIP 9 –Time costs analysis (02/10/2018 to 01/04/2019)

	Hours	Time Cost (£)	Average Hourly Rate (£)
Secured creditors	0.60	387.00	645 00
Statutory reports	7.40	3,152.00	425 95
Realisation of assets			
Asset Realisation			
Cash and investments	2.90	2,146.00	740 00
Total in period	22.50	10,096.90	448.75
Brought forward time (appointment date to SIP 9 period start date)	97.35	45,893.55	
SIP 9 period time (SIP 9 period start date to SIP 9 period end date)	22.50	10,096.90	
Carry forward time (appointment date to SIP 9 period end date)	119.85	55,990.45	

All staff who have worked on these assignments, including cashiers and secretarial staff, have charged time directly to the relevant assignment and are included in the analysis of time spent. The cost of staff employed in central administration functions is not charged directly to the assignments but is reflected in the general level of charge out rates.

All time shown in the above analyses is charged in units of six minutes.

Appendix 5 Glossary

ATT	Air Travel Trust
CAA	Civil Aviation Authority
The Companies	Monarch Holdings Limited and Monarch 2011 Limited – both in Administration
Freshfields	Freshfields Bruckhaus Deringer LLP
Group	Avro Limited, Avro Aviation Limited, First Aviation Limited, MH Aviation Transport Limited, Monarch 2011 Limited, Monarch Airlines Limited, Monarch Holdings Limited, Monarch Holidays Limited, Monarch Travel Group Limited, somewhere2stay Limited (all in administration)
IP	Intellectual Property
IT	Information Technology
Joint Administrators/we/our/us	Jim Tucker and Blair Nimmo
KPMG	KPMG LLP
MAEL	Monarch Aircraft Engineering Limited – in administration
Monarch 2011	Monarch 2011 Limited – in administration
Monarch Holdings	Monarch Holdings Limited – in administration
PJL	Petrol Jersey Limited

PPF	Pension Protection Fund
Secured creditors	PJL and PPF; additionally WJL for Monarch 2011
Senior secured creditor	PJL
SFA	Services and Funding Agreement
Slots	Take off and landing slots at UK airports
WJL	Windsor Jersey Limited

Any references in this progress report to sections, paragraphs and rules are to Sections, Paragraphs and Rules in the Insolvency Act 1986, Schedule B1 of the Insolvency Act 1986 and the Insolvency Rules (England and Wales) 2016 respectively.

Appendix 6 Notice: About this report

This report has been prepared by Jim Tucker and Blair Nimmo, the Joint Administrators of Monarch Holdings Limited and Monarch 2011 Limited – both in Administration (the ‘Companies’), solely to comply with their statutory duty to report to creditors under the Insolvency Rules (England and Wales) 2016 on the progress of each of the administrations, and for no other purpose. It is not suitable to be relied upon by any other person, or for any other purpose, or in any other context.

This report has not been prepared in contemplation of it being used, and is not suitable to be used, to inform any investment decision in relation to the debt of or any financial interest in either of the Companies or any other company in the Group.

Any estimated outcomes for creditors included in this report are illustrative only and cannot be relied upon as guidance as to the actual outcomes for creditors.

Any person that chooses to rely on this report for any purpose or in any context other than under the Insolvency Rules (England and Wales) 2016 does so at its own risk. To the fullest extent permitted by law, the Joint Administrators do not assume any responsibility and will not accept any liability in respect of this report to any such person.

James Robert Tucker is authorised to act as an insolvency practitioner by the Institute of Chartered Accountants in England & Wales.

Blair Carnegie Nimmo is authorised to act as an insolvency practitioner by the Institute of Chartered Accountants of Scotland.

We are bound by the Insolvency Code of Ethics.

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