



For further information, please  
refer to our guidance at  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number 08053210

Company name in full Solarplicity Supply Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Administrator's name

Full forename(s) Stuart David

Surname Morton

### 3 Administrator's address

Building name/number Anglia House, 6 Central Avenue

Street St Andrews Business Park

Post town Thorpe St Andrew

County/Region Norwich

Postcode NR70HR

Country

### 4 Administrator's name ①

Full forename(s) Matthew Robert

Surname Howard

#### ① Other administrator

Use this section to tell us about  
another administrator.

### 5 Administrator's address ②

Building name/number Anglia House, 6 Central Avenue

Street St Andrews Business Park

Post town Thorpe St Andrew

County/Region Norwich

Postcode NR70HR

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

### 7 Progress report

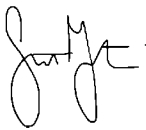
☒ I attach a copy of the progress report

### 8 Sign and date

Administrator's  
signature

Signature

X



X

Signature date

<sup>d</sup> 1	<sup>d</sup> 7	<sup>m</sup> 0	<sup>m</sup> 3	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 2
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**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 **Stuart David Morton**

Company name **Price Bailey LLP**

Address **Causeway House**

**1 Dane Street**

Post town **Bishop's Stortford**

County/Region **Hertfordshire**

Postcode 

C	M	2	3	3	B	T
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Country

DX

Telephone **01279 755888**

**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)**

**Solarplicity Supply Limited**  
(In Administration)  
**Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £	From 19/08/2021 To 18/02/2022 £	From 19/08/2019 To 18/02/2022 £
	<b>COST OF REALISATIONS</b>	
	Intercompany Charge - SE	NIL
	Agent (Book Debt Collection) Fees	807,754.30
	Legal Disbursements	143,117.98
	Legal Fees	1,795.00
	Pre-Administration Legal Fees	27,213.50
		6,752.70
		(986,633.48)
	<b>ASSET REALISATIONS</b>	
	Bank Interest Gross	14.12
14,870.48	Cash at Bank	14,870.48
1,558,000.00	Customer Book Debts	1,279,889.24
NIL	Intangible Assets	NIL
1,430,000.00	Proceeds of Toto Sale	498,142.00
150,000.00	Supplier Collateral & ROCS	123,227.72
	Suspense Account	(150.71)
		1,915,992.85
	<b>COST OF ADMINISTRATION</b>	
	Administrator's Fees	496,783.95
	Adminstrator's Expenses	2,494.73
	Bank Charges	18.00
	Pre-administration Fees	6,770.00
	Statutory Advertising	158.55
		(506,225.23)
	<b>FLOATING CHARGE CREDITORS</b>	
(4,865,488.05)	Solarplicity Energy Limited	NIL
		NIL
	<b>UNSECURED CREDITORS</b>	
(3,932,042.00)	FITs and Generators	NIL
(6,455,366.00)	Trade & Expense Creditors	NIL
		NIL
(12,100,025.57)		423,134.14
	<b>REPRESENTED BY</b>	
	Bank 1 - Current IB	389,112.87
	VAT Receivable	34,021.27
		423,134.14

  
Stuart David Morton  
Joint Administrator

Your ref  
Our ref LS9845/SDM/MRH/AC

T 01279 755 888  
E [alicia.clough@pricebailey.co.uk](mailto:alicia.clough@pricebailey.co.uk)  
W [pricebailey.co.uk](http://pricebailey.co.uk)

17 March 2022

**STRICTLY PRIVATE AND CONFIDENTIAL  
ADDRESSEE ONLY**

To: All Creditors & Members

Dear Sir / Madam

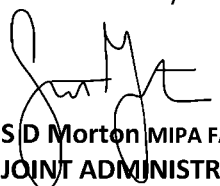
**SOLARPLICITY SUPPLY LIMITED ('THE COMPANY') – IN ADMINISTRATION  
In the High Court of Justice, 005517 of 2019**

Further to my appointment as joint administrator, please find enclosed my report on the progress of the administration for your attention.

I have also included a proof of debt form to enable you to register your claim in the administration, if you have not done so already.

Any queries in relation to the above or my progress report should be directed to Alicia Clough whose contact details are above.

Yours faithfully



**S D Morton MIPA FABRP  
JOINT ADMINISTRATOR**

Authorised to act in the UK by the Insolvency Practitioners Association

For and on behalf of

**PRICE BAILEY LLP**

Enc

The joint administrators act as agents of the company and without personal liability. The affairs, business and property of the company are being managed by the joint administrators, Stuart David Morton and Matthew Robert Howard

Our Promise

At Price Bailey - it's all about you.



Causeway House 1 Dane Street Bishop's Stortford Herts CM23 3BT  
Telephone 01279 755888 Fax 01279 755417 E-mail [stortford@pricebailey.co.uk](mailto:stortford@pricebailey.co.uk) Website [www.pricebailey.co.uk](http://www.pricebailey.co.uk)  
Price Bailey DX 311001 BISHOPS STORTFORD 4

**SOLARPLICITY SUPPLY LIMITED  
(IN ADMINISTRATION)**

**JOINT ADMINISTRATORS' PROGRESS REPORT TO CREDITORS  
FOR THE PERIOD ENDING 18 FEBRUARY 2022**

**CONTENTS**

- 1 Statutory and general information**
- 2 Joint administrators' actions since appointment**
- 3 Investigation into the affairs of the Company**
- 4 Creditors and dividends**
- 5 Joint administrators' remuneration**
- 6 Joint administrators' expenses**
- 7 Further information**
- 8 Conclusion**

**APPENDICES**

- 1 Joint administrators' receipts and payments account**
- 2 Summary of joint administrators' time costs**
- 3 Price Bailey LLP fees and expenses information**
- 4 Proof of debt general form**

**SOLARPLICITY SUPPLY LIMITED  
(IN ADMINISTRATION)**

**JOINT ADMINISTRATORS' PROGRESS REPORT TO CREDITORS  
FOR THE PERIOD ENDING 18 FEBRUARY 2022**

**1 Statutory and general information**

<b>Company number:</b>	08053210
<b>Joint administrators:</b>	Stuart David Morton and Matthew Robert Howard of Price Bailey LLP, Anglia House, 6 Central Avenue, St Andrews Business Park, Thorpe St Andrew, Norwich, NR7 0HR
<b>Date of appointment:</b>	Stuart David Morton: 13 August 2021 Matthew Robert Howard: 29 November 2021
<b>Court reference:</b>	In the High Court of Justice, 005517 of 2019
<b>Former Administrators:</b>	Paul James Pittman: 19 August 2019 to 13 August 2021 Paul Anthony Higley: 19 August 2019 to 29 November 2021

- 1.1 Creditors wishing to contact the joint administrators, should contact Alicia Clough by email at [alicia.clough@pricebailey.co.uk](mailto:alicia.clough@pricebailey.co.uk) or on telephone number 01279 755 888 in the first instance.
- 1.2 Creditors may be aware that former customers' account information had been obtained by an unknown third party, posing as a debt collecting agent acting on behalf of the Administrators. The Administrators have undertaken an internal investigation and have not identified a breach. The relevant authorities (the Information Commissioners Office and Action Fraud) have been notified, and former customers have been issued correspondence from our agent, Barratt Smith & Brown (formerly CDS Global Solutions) and directly from the Administrators' office.

**2 Joint administrators' actions since the last report**

- 2.1 During the period, we have continued to work with our agent to realise the outstanding customer book debts. Receipts have slowed significantly, realising approximately 40% less than in the previous period. The administrators are in the process of establishing the collectability of the remaining book debts, in light of which we will consider our options, including the possibility of selling the remaining debtor ledger so as to be able to conclude the Administration.

- 2.2 The final monies for the sale proceeds due in from the Administrators of Toto Energy have been received. You will see from the receipts and payments account that the amount realised was significantly less than originally anticipated. Greater detail is provided below.
- 2.3 As several contracts, necessary to the realisation of the customer book debts, were held in the name of parent company, Solarplicity Energy Limited – in administration (“Energy”), repayment of the costs incurred by Energy have been reimbursed. To date, £807,754.30 has been paid but a balance of £35,075.97 remains outstanding and will be settled in due course.
- 2.4 This report should be read in conjunction with previous progress reports and the receipts and payments account which is attached; please note that the figures are shown net of VAT. Whilst some of the information in this report will be a replication of the matters detailed in the joint administrators' proposals, it is a legal requirement that I include these matters in this report.

#### Assets

- 2.5 *Customer Book Debts* – during the period £31,170.70 has been realised (an average of approximately £5,000 per month, over the last six months). As there are a number of debts for nominal amounts, the collection of these debts has proved to be difficult. It should be noted that the bulk of the realisation in this period occurred between September and December 2021. The Administrators are liaising with the agent to establish the collectability of the remaining debts on the ledger with a view to potentially selling and assigning the rights to a third party.
- 2.6 *Proceeds of Toto Sale* – £250,000 has been received in this reporting period, bringing total realisations up to £498,142. It had been estimated this sale would realise £1,430,000 for the sale of customers to Toto Energy, prior to it entering into Administration. However, once Toto went into Administration an amendment to the settlement agreement was required and it was agreed with KPMG, the Administrators of Toto, that a final payment of £250,000 would conclude the sale.
- 2.7 *Bank interest* - £14.12 has been received in bank interest during the period.

#### Other matters

- 2.8 In addition to the Administrators' responsibility to deal with the matters detailed in this report, we are required to comply with various legislative and best practice obligations and deadlines. These obligations include filing of documents with the Registrar of Companies, ensuring that all receipts and payments are promptly dealt with and proper accounting records are maintained. In addition, we are required to undertake periodic case reviews to monitor progress, advise creditors of the administration and record all claims received. Furthermore, we are obliged to deal with any other day to day matters that may arise during the administration.

### **3 Investigation into the affairs of the Company**

- 3.1 One of the responsibilities the joint administrators' have is to review the Company's books and records together with any information provided by creditors to establish if there are any areas which may warrant further investigations. The purpose of these investigations



is to establish whether there is the possibility of making further recoveries for the benefit of creditors.

- 3.2 Following an initial review, the administrators investigated the Company's transactions prior to appointment, particularly in regards to the intercompany debt. This has been concluded.
- 3.3 A further responsibility of the joint administrators is to report to the Secretary of State on any matters that come to their attention that could lead them to conclude that any past or present director may be unfit to be involved with managing the affairs of a company in the future. This report is confidential and it is a legal requirement that I do not disclose the content of this report.

#### **4 Creditors and dividend prospects**

##### Secured creditor

- 4.1 The Company's mortgage register confirmed that there was a fixed and floating charge over the assets of the Company in favour of Solarplicity Energy Limited – in administration. The charge was registered at Companies House on 5 July 2018.

##### Preferential creditors

- 4.2 The statement of affairs did not reflect any preferential claims and no claims have been received from this class of creditor.

##### Floating charge creditor and the prescribed part

- 4.3 The floating charge creditor's security documentation has previously been reviewed and it was confirmed that the charge is valid. It was previously estimated that a payment of £237,000 would be made to the floating charge-holder and this has since been revised down to an estimated £212,158.94. The floating charge creditor is owed £4,865,488 and therefore likely to suffer a shortfall of £4,653,329.06.
- 4.4 As there is a floating charge over the assets of the Company, the prescribed part provisions apply which requires a set amount of the Company's net property to be set aside for unsecured creditors.
- 4.5 Based on current information, I believe that there will be sufficient net property to enable a distribution to be made to unsecured creditors. The current amount of the prescribed part is estimated to be £56,789.73 but this may change due to several factors.

##### Unsecured creditors

- 4.6 The Company's statement of affairs indicated that unsecured creditors' claims would be in the order of £10,360,161.39, however, this sum was notably understated as I have received claims to date totalling £24,312,384.65 of which £7,645,092.77 has been rejected.
- 4.7 I am in the process of adjudicating on the claims and therefore invite creditors who have not yet submitted a claim to complete the enclosed proof of debt, providing relevant supporting documentation.

## 5 Joint administrators' remuneration

- 5.1 Changes to charge out rates during the period of this report are detailed in fees and expenses information sheet.
- 5.2 *Pre-Administration Costs* – on 28 October 2019, creditors approved the pre-administration costs, namely: fees charged by Price Bailey totalling £6,776 plus VAT, and legal fees incurred by JMW Solicitors totalling £6,752.70 plus VAT.
- 5.3 The pre-administration costs have been paid in full from the first realisations, as set out in the attached receipts and payments account. Creditors are reminded that £16,851 plus VAT was paid by the Company prior to the appointment of the Administrators in respect of pre-administration fees.
- 5.4 The Administrators' remuneration for work post appointment was approved by creditors at a decision procedure on 28 October 2019, convened for the purpose of considering the joint administrators' remuneration. This was then superseded by a further decision procedure passed on 14 April 2021 to increase the Administrators' remuneration, and this was approved.
- 5.5 The joint administrators' remuneration is to be paid on a time costs basis and is capped at £611,968.45 plus expenses and VAT, in accordance with the fee estimate circulated to creditors in respect of the decision procedure held on 14 April 2021.
- 5.6 Total time costs to 18 February 2022 amount to £513,272, which represents 2,199.72 hours at an average charge out rate of £233.34. This includes £37,663.05 which represents 168.93 hours at an average charge out rate of £222.95 per hour incurred during the period since my last report and 18 February 2022.
- 5.7 Since the date of the last report fees amounting to £79,160.25 plus VAT has been drawn. Schedules of our time costs incurred to date, and in the interim period, are attached.
- 5.8 At present, I believe that the estimate of fees which has been provided to creditors will not be exceeded.
- 5.9 For the benefit of creditors, the Association of Business and Recovery Professionals publish 'A Creditors' Guide to Administrators' Fees'. This document is available at the website address, <https://www.r3.org.uk/technical-library/england-wales/technical-guidance/fees/>. A hard copy of this document can be obtained on request from our office.

## 6 Joint administrators' expenses

- 6.1 Details of the expenses that have been paid are shown on the attached receipts and payments account.
- 6.2 The following expenses have been during the reporting period:

Type of expense	Incurred in the period (£)	Amount still to be paid (£)
Postage – includes courier cost for collection of server	315.48	308.52
Agent (book debt collection)	7,024.52	0.00

Legal fees	8,963.75	0.00
Legal disbursements	1,745.00	0.00
Bank charges	18.00	0.00
Advertising	85.00	0.00
<b>Total</b>	<b>18,157.75</b>	<b>308.52</b>

6.3 The following category 2 expenses have been incurred in the period but will be written off: Photocopying of £6.00.

6.4 When considering which professionals to instruct to assist in dealing with the administration, the Administrators considered their relevant experience and fee estimate provided. The fees charged are in line with the work required and are as follows:

*Agent fees* relate to Barratt Smith & Brown who were instructed to assist with the collection of the outstanding customer book debts. A further invoice has been received since the period end of this report.

*Legal fees and legal disbursements* relate to professional services provided by JMW Solicitors LLP. In this period, those services related to advice on the proceeds of sale from Toto and assistance in regards to the necessary filings to reflect the change of Administrators.

## 7 Further information

7.1 Within 21 days of receipt of a progress report a creditor may request that the joint administrators provide further information about the fees and expenses set out in this report. A request must be in writing, and may be made either by a secured creditor, or by an unsecured creditor with the concurrence of at least 5% in value of unsecured creditors, or the permission of the court.

7.2 Any secured or unsecured creditor, if they consider that the Administrators' fees are excessive, or that the basis of those fees is inappropriate or that the expenses incurred are excessive, may make an application to the court if at least 10% in value of the unsecured creditors agree. An application must be made within 8 weeks of receipt of this report.

## 8 Conclusion

8.1 The Administration remains open for the time being but it is intended to bring this to conclusion prior to 19 August 2022. This will include making a final payment to the charge holder and prescribed part dividend if a conclusion can be reached in relation to the remaining customer book debts.

8.2 Once these matters have been finalised, the Administration will be moved to dissolution and my files closed.

17 March 2022

8.3 Should you have any queries regarding this matter please contact Alicia Clough by email at [alicia.clough@pricebailey.co.uk](mailto:alicia.clough@pricebailey.co.uk), or by telephone on 01279 755 888.

Yours faithfully



**S D Morton MIPA FABRP**  
**JOINT ADMINISTRATOR**

Authorised to act in the UK by the Insolvency Practitioners Association  
For and on behalf of  
**PRICE BAILEY LLP**

Enc

The joint administrators act as agents of the company and without personal liability. The affairs, business and property of the company are being managed by the joint administrators, Stuart David Morton and Matthew Robert Howard

**Solarplicity Supply Limited**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts and Payments**

<b>RECEIPTS</b>	<b>Statement of Affairs (£)</b>	<b>From 19/08/2019 To 18/08/2021 (£)</b>	<b>From 19/08/2021 To 18/02/2022 (£)</b>	<b>Total (£)</b>
Customer Book Debts	1,558,000.00	1,248,178.54	31,710.70	1,279,889.24
Proceeds of Toto Sale	1,430,000.00	248,142.00	250,000.00	498,142.00
Intangible Assets	NIL	0.00	0.00	0.00
Supplier Collateral & ROCS	150,000.00	123,227.72	0.00	123,227.72
Cash at Bank	14,870.48	14,870.48	0.00	14,870.48
Bank Interest Gross		0.00	14.12	14.12
		<b>1,634,418.74</b>	<b>281,724.82</b>	<b>1,916,143.56</b>
<b>PAYMENTS</b>				
Intercompany Charge - SE		807,754.30	0.00	807,754.30
Suspense Account		150.71	0.00	150.71
Agent (Book Debt Collection) Fees		136,093.46	7,024.52	143,117.98
Pre-Administration Legal Fees		6,752.70	0.00	6,752.70
Legal Fees		18,249.75	8,963.75	27,213.50
Legal Disbursements		50.00	1,745.00	1,795.00
Pre-administration Fees		6,770.00	0.00	6,770.00
Administrator's Fees		417,623.70	79,160.25	496,783.95
Adminstrator's Expenses		2,493.29	1.44	2,494.73
Bank Charges		0.00	18.00	18.00
Statutory Advertising		73.55	85.00	158.55
Solarplicity Energy Limited	(4,865,488.05)	0.00	0.00	0.00
Trade & Expense Creditors	(6,455,366.00)	0.00	0.00	0.00
FITs and Generators	(3,932,042.00)	0.00	0.00	0.00
		<b>1,396,011.46</b>	<b>96,997.96</b>	<b>1,493,009.42</b>
<b>Net Receipts/(Payments)</b>		<b>238,407.28</b>	<b>184,726.86</b>	<b>423,134.14</b>
<b>MADE UP AS FOLLOWS</b>				
Bank 1 - Current IB		223,762.70	165,350.17	389,112.87
VAT Receivable / (Payable)		14,644.58	19,376.69	34,021.27
		<b>238,407.28</b>	<b>184,726.86</b>	<b>423,134.14</b>

**Solarplicity Supply Limited**  
(In Administration)

Analysis of Time Costs for the period 19 August 2019 to 18 February 2022

Classification of Work	Insolvency Practitioners		Managers		Administrators		Assistants and Support Staff		Total Hours	Time Cost	Average Hourly Rate
	Hours	Cost (£)	Hours	Cost (£)	Hours	Cost (£)	Hours	Cost (£)		£	£
<b>Administration and Planning</b>	<b>435.35</b>	<b>174,655.25</b>	<b>138.40</b>	<b>35,607.00</b>	<b>132.25</b>	<b>24,505.30</b>	<b>135.52</b>	<b>7,453.35</b>	<b>841.52</b>	<b>242,220.90</b>	<b>287.84</b>
Case Planning & Strategy	26.80	10,413.50	1.25	254.00	0.65	92.30			28.70	10,759.80	374.91
Statutory Notice on Appointment			2.10	525.00	4.95	891.50	0.20	7.00	7.25	1,423.50	196.34
Statutory Bond on Appointment					0.05	9.50			0.05	9.50	190.00
Meetings of Members & Creditors	0.90	324.00							0.90	324.00	360.00
Routine Correspondence	337.60	137,719.00	11.00	2,854.00	16.60	2,990.00	37.88	3,405.80	403.08	146,968.80	364.61
Bank Account Management	11.55	4,200.75	0.30	78.00	1.80	288.00	49.29	1,756.30	62.94	6,323.05	100.46
Cashbook Management	11.80	4,200.00	11.70	3,042.00	30.10	5,667.50	16.54	578.60	70.14	13,488.10	192.30
Bank Reconciliations	8.60	3,514.00			0.90	171.00	16.69	589.25	26.19	4,274.25	163.20
Bond Reviews	0.70	270.00			1.25	235.50	0.10	3.50	2.05	509.00	248.29
Progress Reviews					3.15	414.50			3.15	414.50	131.59
Checklists	0.40	144.00			3.50	656.50			3.90	800.50	205.26
Overseeing & Control	6.40	2,421.00							6.40	2,421.00	378.28
Progress Reports	3.30	1,188.00	32.70	8,502.00	14.80	2,812.00	0.50	52.50	51.30	12,554.50	244.73
Companies House & Court Filings	1.40	504.00	0.50	125.00	1.90	361.00	0.10	3.50	3.90	993.50	254.74
VAT Returns	0.10	36.00	3.25	845.00	2.45	465.50	0.10	8.40	5.90	1,354.90	229.64
Corporation Tax Returns	0.40	144.00	0.30	78.00	0.85	161.50			1.55	383.50	247.42
Final Return					0.45	81.00			0.45	81.00	180.00
Other Matters	25.40	9,577.00	75.30	19,304.00	48.85	9,208.00	14.12	1,048.50	163.67	39,137.50	239.12
<b>Creditors</b>	<b>16.05</b>	<b>5,974.00</b>	<b>74.80</b>	<b>18,995.00</b>	<b>488.40</b>	<b>77,242.50</b>	<b>25.85</b>	<b>1,944.60</b>	<b>605.10</b>	<b>104,156.10</b>	<b>172.13</b>
Employee Correspondence			0.80	200.00	3.55	498.00			4.35	698.00	160.46
RPO Correspondence					0.90	169.00			0.90	169.00	187.78
Creditor Correspondence	12.80	4,692.00	35.10	8,904.00	365.85	60,578.50	18.40	1,410.85	432.15	75,585.35	174.91
Maintaining Creditor Records on IPS			0.90	225.00	42.95	7,712.00	1.60	124.25	45.45	8,061.25	177.77
Notice of Intended Dividend	0.20	72.00							0.20	72.00	360.00
Claims Adjudication	0.20	72.00	15.50	3,930.00	31.55	2,894.50			47.25	6,896.50	145.96
Additional Information on Claims			8.90	2,314.00	18.30	1,372.50			27.20	3,686.50	135.53
Distributions to Members					0.30	54.00			0.30	54.00	180.00
Other Matters	2.85	1,138.00	13.60	3,422.00	25.00	3,964.00	5.85	409.50	47.30	8,933.50	188.87
<b>Investigations</b>	<b>1.10</b>	<b>440.00</b>	<b>23.00</b>	<b>5,830.00</b>	<b>24.35</b>	<b>4,642.50</b>	<b>0.00</b>	<b>0.00</b>	<b>48.45</b>	<b>10,912.50</b>	<b>225.23</b>
Books & Records Recovery			0.40	100.00					0.40	100.00	250.00
CDDA Report	0.50	200.00	1.70	425.00	3.30	594.00			5.50	1,219.00	221.64
Initial Investigations	0.60	240.00	1.40	350.00	0.90	171.00			2.90	761.00	262.41
Books & Records Review			3.60	927.00					3.60	927.00	257.50
Other Matters			15.90	4,028.00	20.15	3,877.50			36.05	7,905.50	219.29
<b>Realisation of Assets</b>	<b>22.25</b>	<b>8,920.50</b>	<b>228.70</b>	<b>58,676.00</b>	<b>396.75</b>	<b>74,608.50</b>	<b>0.00</b>	<b>0.00</b>	<b>647.70</b>	<b>142,205.00</b>	<b>219.55</b>
Book Debt Recovery	14.60	5,619.00	171.10	43,934.00	384.90	72,433.50			570.60	121,986.50	213.79
Bank Account Closure					0.90	162.00			0.90	162.00	180.00
Liaising with Agents re Realisations			0.20	32.00	4.90	911.50			5.10	943.50	185.00
Liaising with Solicitors re Realisations	0.95	360.00							0.95	360.00	378.95
Mortgages on Assets					0.40	76.00			0.40	76.00	190.00
Other Matters	6.70	2,941.50	57.40	14,710.00	5.65	1,025.50			69.75	18,677.00	267.77
<b>Trading</b>	<b>0.00</b>	<b>0.00</b>	<b>45.60</b>	<b>11,617.00</b>	<b>11.35</b>	<b>2,160.50</b>	<b>0.00</b>	<b>0.00</b>	<b>56.95</b>	<b>13,777.50</b>	<b>241.92</b>
Info Gathering, Business Plans, Cashflow			2.00	500.00					2.00	500.00	250.00
Purchases & Sales Control			9.40	2,433.00	10.95	2,087.00			20.35	4,520.00	222.11
Monitoring Trade			15.00	3,750.00					15.00	3,750.00	250.00
Other Matters			19.20	4,934.00	0.40	73.50			19.60	5,007.50	255.48
<b>Total</b>	<b>474.75</b>	<b>189,989.75</b>	<b>510.50</b>	<b>130,725.00</b>	<b>1,053.10</b>	<b>183,159.30</b>	<b>161.37</b>	<b>9,397.95</b>	<b>2,199.72</b>	<b>513,272.00</b>	<b>233.34</b>
<b>Average Hourly Rate, £</b>		<b>400.19</b>		<b>256.07</b>		<b>173.92</b>		<b>58.24</b>			

**Solarplicity Supply Limited**  
(In Administration)

Analysis of Time Costs for the period 19 August 2021 to 18 February 2022

Classification of Work	Insolvency Practitioners		Managers		Administrators		Assistants and Support Staff		Total Hours	Time Cost	Average Hourly Rate
	Hours	Cost (£)	Hours	Cost (£)	Hours	Cost (£)	Hours	Cost (£)		£	£
<b>Administration and Planning</b>	<b>33.55</b>	<b>12,538.25</b>	<b>0.65</b>	<b>104.00</b>	<b>31.50</b>	<b>5,938.80</b>	<b>22.48</b>	<b>1,266.00</b>	<b>88.18</b>	<b>19,847.05</b>	<b>225.07</b>
Case Planning & Strategy	5.60	2,256.00	0.65	104.00	0.40	44.80			6.65	2,404.80	361.62
Statutory Notice on Appointment					0.05	9.50	0.20	7.00	0.25	16.50	66.00
Routine Correspondence					5.00	888.50	5.70	563.80	10.70	1,452.30	135.73
Bank Account Management	2.15	835.25			0.10	19.00	8.29	295.10	10.54	1,149.35	109.05
Cashbook Management	2.40	872.00			4.85	932.50	2.86	100.40	10.11	1,904.90	188.42
Bank Reconciliations	0.50	184.00			0.20	38.00	3.48	126.90	4.18	348.90	83.47
Bond Reviews	0.70	270.00			1.05	199.50	0.10	3.50	1.85	473.00	255.68
Progress Reviews					0.95	180.50			0.95	180.50	190.00
Checklists	0.40	144.00			0.50	97.50			0.90	241.50	268.33
Overseeing & Control	2.95	1,053.00							2.95	1,053.00	356.95
Progress Reports	1.50	540.00			3.70	703.00			5.20	1,243.00	239.04
Companies House & Court Filings	0.50	180.00			1.00	190.00	0.10	3.50	1.60	373.50	233.44
Corporation Tax Returns	0.20	72.00			0.50	95.00			0.70	167.00	238.57
Other Matters	16.65	6,132.00			13.20	2,541.00	1.75	165.80	31.60	8,838.80	279.71
<b>Creditors</b>	<b>3.10</b>	<b>1,195.00</b>	<b>1.00</b>	<b>160.00</b>	<b>19.80</b>	<b>2,647.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23.90</b>	<b>4,002.00</b>	<b>167.45</b>
Creditor Correspondence	0.60	216.00			7.75	1,187.50			8.35	1,403.50	168.08
Maintaining Creditor Records on IPS					0.80	152.00			0.80	152.00	190.00
Notice of Intended Dividend	0.20	72.00							0.20	72.00	360.00
Claims Adjudication			1.00	160.00	11.25	1,307.50			12.25	1,467.50	119.80
Other Matters	2.30	907.00							2.30	907.00	394.35
<b>Investigations</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20.75</b>	<b>3,991.50</b>	<b>0.00</b>	<b>0.00</b>	<b>20.75</b>	<b>3,991.50</b>	<b>192.36</b>
Initial Investigations					0.90	171.00			0.90	171.00	190.00
Other Matters					19.85	3,820.50			19.85	3,820.50	192.47
<b>Realisation of Assets</b>	<b>13.95</b>	<b>5,680.50</b>	<b>0.20</b>	<b>32.00</b>	<b>19.30</b>	<b>3,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33.45</b>	<b>9,312.50</b>	<b>278.40</b>
Book Debt Recovery	8.50	3,303.00	0.00	0.00	18.50	3,494.00			27.00	6,797.00	251.74
Liaising with Agents re Realisations			0.20	32.00	0.40	76.00			0.60	108.00	180.00
Liaising with Solicitors re Realisations	0.95	360.00							0.95	360.00	378.95
Other Matters	4.50	2,017.50			0.40	30.00			4.90	2,047.50	417.86
<b>Trading</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.65</b>	<b>510.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.65</b>	<b>510.00</b>	<b>192.45</b>
Purchases & Sales Control					2.65	510.00			2.65	510.00	192.45
<b>Total</b>	<b>50.60</b>	<b>19,413.75</b>	<b>1.85</b>	<b>296.00</b>	<b>94.00</b>	<b>16,687.30</b>	<b>22.48</b>	<b>1,266.00</b>	<b>168.93</b>	<b>37,663.05</b>	<b>222.95</b>
<b>Average Hourly Rate, £</b>		<b>383.67</b>		<b>160.00</b>		<b>177.52</b>		<b>56.32</b>			

## PRACTICE FEE RECOVERY POLICY FOR PRICE BAILEY LLP

### Introduction

The current legislation allows fees to be charged in an insolvency matter in several ways. Either by charging for time properly spent, a percentage of realisations, a fixed fee, or a combination.

The basis of any fee approval in an insolvency matter is to be agreed by either a creditors committee, the general body of creditors, or where the creditors reject the office holders' fees, by the Court.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at [www.creditorinsolvencyguide.co.uk](http://www.creditorinsolvencyguide.co.uk). Details about how an office holder's fees may be approved for each case type are available in a series of guides issued with Statement of Insolvency Practice 9 (SIP 9) and can be accessed at [www.pricebailey.co.uk/creditors](http://www.pricebailey.co.uk/creditors). Alternatively, a hard copy can be obtained on request from Price Bailey LLP, Anglia House, 6 Central Avenue, St Andrews Business Park, Norwich, NR7 0HR.

### Time cost basis

When charging fees on a time costs basis we use charge out rates appropriate to the skills and experience of a member of staff and the work that they perform. This is combined with the amount of time that they work on each case, recorded in 6 minute units with supporting narrative to explain the work undertaken.

### Charge-out Rates – Insolvency & Recovery Department

Grade of staff	Current charge-out rate per hour, effective from 1 January 2022 (£)	Previous charge-out rate per hour, effective from 1 January 2020 (£)
<b>Insolvency Practitioner</b>		
- Partner	400.00 – 500.00	420.00 – 525.00
- Non-Partner	350.00 – 437.50	360.00 – 450.00
<b>Managers</b>		
- Senior Manager	280.00 – 350.00	275.00 – 343.75
- Manager	225.00 – 281.25	240.00 – 325.00
- Assistant Manager	192.00 – 240.00	200.00 – 250.00
<b>Administrators</b>		
- Supervisor	160.00 – 200.00	190.00 – 237.50
- Senior Administrator	125.00 – 156.25	140.00 – 175.00
- Administrator	112.00 – 140.00	100.00 – 125.00
<b>Assistants &amp; Support Staff</b>		
- Assistant	80.00 – 100.00	50.00 – 105.00
- Cashiering	38.00 – 47.50	35.00 – 62.50
- Secretarial/ Support	38.00 – 47.50	35.00 – 43.75



Where necessary and appropriate, members of staff from other departments of the practice will undertake work on a case. They will be charged at their normal charge out rate for undertaking such work.

### **Charge-out Rates – General Accountancy, Audit, Tax, Payroll, Strategic Corporate Finance, Forensic, Pensions, Financial Planning**

<b>Grade of staff</b>	Current charge-out rate per hour, effective from 1 January 2022		Previous charge-out rate per hour, effective from 1 January 2020	
	<b>Compliance (£)</b>	<b>Advisory (£)</b>	<b>Compliance (£)</b>	<b>Advisory (£)</b>
Partner	400.00	500.00	375.00	468.75
Director	350.00	437.50	325.00	406.25
Senior Manager	280.00	350.00	260.00	325.00
Manager	225.00	281.25	210.00	262.50
Assistant Manager	192.00	240.00	180.00	225.00
Supervisor	160.00	200.00	150.00	187.50
Senior	125.00	156.25	115.00	143.75
Semi Senior	112.00	140.00	105.00	131.25
Assistant Accountant	80.00	100.00	75.00	93.75
Bookkeeper	60.00	75.00	55.00	68.75
Trainee Accountant	54.00	67.50	50.00	62.50
Trainee Accountant (Probationary)	42.00	52.50	40.00	50.00
Admin	38.00	47.50	35.00	43.75

These charge-out rates charged are normally reviewed on 1 January each year and are adjusted to take account of inflation and the firm's overheads.

### **Percentage basis**

Where an office holder is expecting to realise specific assets, the fee charged may be a percentage of a specific asset or the assets as a whole. Once agreed, the percentage basis can only be increased where there has been a material and substantial change in the circumstances in the case. If this is not the case, any request for an increase can only be approved by the Court.

### **Fixed fee**

An office holder may charge a fixed fee on either the case as a whole or for specific tasks to be undertaken. Once agreed, the fixed fee can only be increased where there has been a material and substantial change in the circumstances in the case. If this is not the case, any request for an increase can only be approved by the Court.

### **Agents' costs**

These are charged at cost based upon the charge(s) made by the agent instructed. The term 'agent' includes:

- Solicitors/legal fees
- Accountants
- Estate agents
- Auctioneers/valuers
- Quantity surveyors
- Other specialist advisors

## **Expenses**

Expenses are any payments from the estate which are neither office holder's remuneration nor a distribution to a creditor or member. Expenses also includes disbursements.

Disbursements are payments which are first paid by the office holder and then reimbursed to the office holder from the estate.

### Category 1 expenses:

These are payments to those providing the service to which the expense relates who are not an associate of the office holder.

*Examples of category 1 expenses include agent's costs as detailed above as well as items such as insurance, statutory advertising, external meeting room hire, external storage and specific bond.*

### Category 2 expenses:

These are payments to associates\* or payments which have an element of shared costs. Mileage, at 40p per mile, will be recovered as a Category 2 disbursement.

*\*Associates are defined as an entity with which the firm, office holder or staff member has a business or personal relationships with, perceived or actual.*

## **Subcontractors**

Subcontractors are considered to undertake work that can be completed by the office holder or their staff. Payments to subcontractors do not require specific approval and are treated as an expense of the estate. Subcontractors will be used where a matter requires specialist knowledge or where it is more cost effective to the estate for this to be completed by a third party.

# Proof of debt - general form

In the matter of

Solarplicity Supply Limited - in administration

Date of commencement of insolvency proceedings 19 August 2019

In the High Court of Justice, 005517 of 2019

And in the matter of the Insolvency Act 1986

1	Name of creditor	
2	Address of creditor	
3	Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the date of commencement of insolvency proceedings	£
4	Details of any documents by reference to which the debt can be substantiated. [Note: the Liquidator may call for any document or evidence to substantiate the claim at his discretion]	
5	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986 (as read with Schedule 3 to the Social Security Pensions Act 1975)	Category  Amount(s) claimed as preferential £
6	Particulars of how and when debt incurred	
7	Particulars of any security held, the value of the security, and the date it was given	
8	Signature of creditor or person authorised to act on his behalf	
	Name in BLOCK LETTERS	
	Position with or relation to creditor	