

The Insolvency (Northern Ireland) Order 1989

Administrator's progress report

Name of Company

Williams Industrial Services Limited

Company Number

NI028974

In the

High Court of Justice in Northern Ireland
Chancery Division (Company Insolvency)

(full name of court)

Court case number

22636 of 2018

(a) Insert full name(s) and
address(es) of
administrator(s)We (a) Graham Frost of PricewaterhouseCoopers LLP, Atria One, 144 Morrison Street, Edinburgh EH3 8EX and Toby Underwood of PricewaterhouseCoopers LLP, 8th Floor Central Square, 29 Wellington Street, Leeds, LS1 4DL

administrator(s) of the above company attach a progress report for the period

from

to

(b) 6 August 2020

(b) 5 February 2021

(b) Insert dates

Signed

Joint / Administrator(s)

Dated 2 March 2021

**Contact Details:**

You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

Syed Shah	
PricewaterhouseCoopers LLP, 8 th Floor Central Square, 29 Wellington Street	
Leeds, LS1 4DL	Tel 0113 289 4314
DX Number	DX Exchange

Companies House receipt date barcode

When you have completed and signed this form please send it to the Registrar of Companies in Northern Ireland

**Joint administrators' progress report
from 6 August 2020 to 5 February
2021**

***Williams Industrial Services
Limited - in administration***

High Court of Justice in Northern Ireland, Chancery
Division, Companies Court

2 March 2021

Case no. 22636 of 2018

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Abbreviations and definitions

The following table shows the abbreviations and insolvency terms that may be used during this report

Abbreviation or definition	Meaning
Company	Williams Industrial Services Limited
Joint Administrators	Graham Douglas Frost and Toby Scott Underwood
Firm	PricewaterhouseCoopers LLP
IO89	The Insolvency (Northern Ireland) Order 1989
IR91	The Insolvency Rules (Northern Ireland) 1991
Sch.B1	Schedule B1 to the Insolvency (Northern Ireland) Order 1989
HMRC	HM Revenue & Customs
Prescribed Part	The amount set aside for Unsecured Creditors from floating charge funds in accordance with article 150A IO89 and the Insolvency (Northern Ireland) Order 1989 (Prescribed Part) Order (Northern Ireland) 2006
the Bank	AIB Group (UK) PLC trading as First Trust Bank
Secured Creditor	Creditors with security in respect of their debt, in accordance with IO89
Preferential Creditors	Primarily employee claims for unpaid wages earned in the four months before the insolvency up to £800, holiday pay and unpaid pension contributions in certain circumstances
Unsecured Creditors	Creditors who are neither Secured nor Preferential
WIP	Work in Progress
Our proposals	The Administrators' proposals for achieving the statutory purpose of administration, circulated to Creditors on 28 March 2018 and approved on 10 April 2018

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

Any persons choosing to rely on this report for any purpose or in any context other than under IR91 do so at their own risk. To the fullest extent permitted by law, the Joint Administrators do not assume any liability in respect of this report to any such person.

Please note you should read this report in conjunction with the Joint Administrators' previous reports issued to the Company's creditors, copies of which can be obtained by contacting Syed Shah on 0113 289 4314. Unless stated otherwise, all amounts in this report and appendices are stated net of VAT.

Graham Douglas Frost and Toby Scott Underwood have been appointed as Joint Administrators of Williams Industrial Services Limited to manage its affairs, business and property as its agents and act without personal liability. Toby Scott Underwood is licensed in the United Kingdom to act as an Insolvency Practitioner by the Institute of Chartered Accountants in England & Wales and Graham Douglas Frost is licensed in the United Kingdom to act as an Insolvency Practitioner by the Institute of Chartered Accountants of Scotland.

The Joint Administrators may act as controllers of personal data as defined by UK data protection law depending upon the specific processing activities undertaken. PricewaterhouseCoopers LLP may act as a processor on the instructions of the Joint Administrators. Personal data will be kept secure and processed only for matters relating to the Joint Administrators' appointment. Further details are available in the privacy statement on the PwC.co.uk website or by contacting the Joint Administrators.

The Joint Administrators are bound by the Insolvency Code of Ethics which can be found at:
<https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics>

Key messages

Why we've sent you this report

I'm writing to update you on the progress of the administration of the Company in the six months since our last report dated 2 September 2020.

You can still obtain copies of our earlier reports by contacting Syed Shah on 0113 289 4314.

How much creditors may receive

The following table summarises the possible outcome for creditors*, based on what we currently know.

Class of creditor	Current estimate (p in £)	Previous estimate (p in £)
Secured Creditors	Final amount uncertain	Final amount uncertain
Preferential Creditors (paid)	100p in the £	100p in the £
Unsecured Creditors	nil	nil

**Please note this guidance on dividends is only an indication and should not be used as the main basis of any bad debt provision or debt trading.*

Secured Creditor

As you may recall from our earlier reports, we don't think the Secured Creditor will be fully repaid its lending of £6.35 million out of its security over the Company's assets. Funds of £300,000 have been distributed to the Secured Creditor from assets realised to date, however the level of final recovery for the Secured Creditor remains uncertain and will be dependent on the final outcome of asset realisations.

The Secured Creditor's lending is secured by a mortgage debenture created on 31 May 1995 which gives fixed and floating charge security over all of the Company's assets, as well as by certain later charges dated between 1999 and 2016.

Preferential Creditors

A first and final preferential dividend of 100p in the £ was declared on 15 March 2019 and a total of £144,571 was distributed between 117 employees and the Redundancy Payments Service. Unclaimed dividends have now been passed to the Insolvency Service. Preferential Creditors with unclaimed dividends need to contact the Insolvency Service directly to recover these funds.

Unsecured Creditors

The Prescribed Part is a fund that has to be made available for Unsecured Creditors. It's paid out of "net property". Net property is floating charge realisations after costs, and after paying - or setting aside enough to pay - Preferential Creditors in full. However, the Prescribed Part is only made available where the floating charge was created on or after 27 March 2006.

In this case the Prescribed Part doesn't apply because the first floating charge registered against the Company predates the coming into force of the IO89 (Prescribed Part) Order (Northern Ireland) 2006.

Given the level of realisations expected at this stage, and the sizeable quantum of secured debt, we do not think there will be any funds available for the Unsecured Creditors.

What you need to do

This report is for your information and you don't need to do anything.

Overview of what we've done to date

As you will recall from previous reports, the Company specialised in environmental engineering services, undertaking subcontracted work on water treatment plants, and designing and installing anaerobic digestion waste treatment facilities across the UK and ROI.

The Company's assets included:

- A limited quantity of plant, machinery and equipment;
- A motor vehicle fleet consisting of 18 Company owned vehicles;
- An interest in one freehold and two leasehold properties;
- Book debts with a book value of c.£1.3 million;
- Work in progress which had not been invoiced with a book value of circa £2.2 million;
- A £0.5m loan agreement with a third party, in favour of the Company; and
- Retentions with a book value of circa £1 million.

We remain in office mainly to realise the remaining assets of the Company, some of which are complex in nature and may require legal action to resolve, and pay distributions to the Secured Creditor.

When we last reported, the key outstanding matters in the administration were as follows:

- Liaising with the Secured Creditor, and distributing funds to the Secured Creditor;
- Sale of part of a property owned by the Company;
- Seek approval from the Secured Creditor on our strategy for the remaining contentious assets of the Company;
- Conclusion of book debts, WIP and retentions matters;
- Assisting with legal action regarding balances owed to the Company and professional indemnity insurance claims on contracts;
- Recovery of a loan payment from a third party; and
- Prepare and submit tax returns and seek tax clearance from HMRC

Progress since we last reported

Realisation of assets

Property

We arranged for a freehold unit part owned by the Company at Hydepark Commercial Centre to be independently valued to enable the property to be sold. This is the last remaining tangible asset of the Company that has not yet been realised. We have agreed a purchase price with an interested party for our share of the freehold unit. We have appointed Arthur Cox LLP to act as conveyancers on our behalf and have supported our conveyancers where appropriate to progress the sale.

Book debts, Work in Progress and Retentions

The Joint Administrators have spent time in the period covered by this report, engaging with and exchanging communication with a number of former customers of the Company to obtain payment for works completed by the Company or book debts outstanding as at the date of the administration. A number of these debts have quite complex conditions attached or require reconciliation of final accounts, particularly where they relate to incomplete contracts. We have worked closely with our solicitors to review the relevant contracts and carry out analysis on how best to recover the outstanding amounts. This has culminated in the preparation of an action plan around the options available to pursue these debts further, which has been presented to the Secured Creditor along with the expected legal costs of taking these options forward. This plan is presently being reviewed by the Secured Creditor.

Most customers with contracts in progress at the date of administration chose to invoke insolvency termination clauses to bring the contracts to an end and, when appropriate, employ alternative contractors to complete the works. We have liaised with customers to protect and recover monies for the Company for work already undertaken.

The Joint Administrators will continue to seek to recover amounts owed to the Company in respect of book debts, work in progress and retentions. To date, recoveries from customer contracts total £836,986; no further funds have been realised in the period of this report.

Loan recovery

The Company made a commercial loan to a customer to support the customer's working capital requirements and enable the progression of one of the Company's largest contracts. This was provided under a formal loan agreement dated January 2016, with the loan amount attracting interest, which continues to accrue. The loan remains outstanding however the conditions for repayment have not yet been fully met. Conditions include passing the second anniversary of the Completion of the project as defined in the EPC contract, and/or the refinance of the facilities provided to the customer by its funders. We have sought to arrange an early repayment/settlement of this loan, taken legal advice around options to accelerate the repayment, and will keep creditors updated on our progress on this matter.

Professional Indemnity claims

Two parties have made claims against the pre appointment professional indemnity insurance of the Company due to losses they claim to have incurred on contracts with the Company. In the period covered by this report, the Joint Administrators have assisted in relation to the professional indemnity claims and incurred time dealing with insurers and solicitors.

Bank Interest

Following a reduction in the Bank of England base rate to 0.1% on 19 March 2020, we have not received any interest on funds held in our account in the period covered by this report.

Statutory and compliance

During the period covered by this report we have:

- Finalised and distributed the progress report for the period from 6 February 2019 to 5 August 2020;
- Prepared and submitted quarterly VAT returns;
- Complied with our tax reporting obligations; and
- Liaised with our post appointment insurance broker to ensure appropriate insurance cover remained in place.

Connected party transactions

There have been no transactions with connected parties during the period of this report.

Investigations and actions

As administrators we undertake investigations into the affairs of the Company in order to discover any claims that the Company may have and to fulfil statutory duties to investigate the conduct of the directors. The majority of this work is undertaken in the period immediately following our appointment, but we continue to review any further information we come across or that is provided to us during the course of the administration.

Nothing has come to our attention during the period under review to suggest that we need to do any more work in line with our duties under the Company Directors' Disqualification Act 1986 and Statement of Insolvency Practice No.2 (Investigations by office holders in administrations and insolvent liquidations). If you have any information on the conduct of the directors that you want to bring to the attention of the Joint Administrators, please email my colleague Syed Shah on syed.s.shah@pwc.com.

Our receipts and payments account

We set out in Appendix A an account of our receipts and payments in the administration from 6 August 2020 to 5 February 2021.

Our expenses

We set out in Appendix B a statement of the expenses we've incurred to the date covered by this report and an estimate of our future expenses.

Our fees

We set out in Appendix C an update on our remuneration which covers our fees, disbursements and other related matters in this case.

Creditors' rights

Any request for further information about the Administrators' remuneration or disbursements should be made in writing. In addition, should you consider the Administrators' remuneration excessive and this is supported by 25% in value of the Creditors, you have the right to challenge the amounts in accordance with rule 2.110 IR91.

A copy of the Statement of Insolvency Practice 9 (NI) Appendix 3 "A Creditors' guide to administrators' fees Northern Ireland" is available on the ICAEW or R3 website:

https://www.r3.org.uk/media/documents/technical_library/SIPS/SIP9-Remuneration-of-Insolvency-Officerholders-Northern-Ireland.pdf

Please contact Syed Shah on 0113 289 4314 or at syed.s.shah@pwc.com if you'd like a paper copy free of charge or have any questions in this regard.

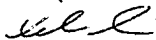
Next steps

As outlined in our previous reports, the administration of the Company will come to an end on 5 August 2021 unless we seek an extension to this. As there are still significant assets to realise, we are currently considering the best strategy for extending the administration, taking into account outstanding matters in the case.

We'll provide an update on this in our next report. We expect to send our next report to creditors in about six months.

If you've got any questions, please get in touch with Syed.

Yours faithfully
For and on behalf of



Graham Frost
Joint Administrator

Appendix A: Receipts and payments

Williams Industrial Services Limited - in administration				
Statement of Affairs	6 Feb 2018 to 5 Aug 2020	6 Aug 20 - 5 Feb 21	Total as at 5 Feb 21	
(£)	(£)	(£)	(£)	
Fixed charge				
Receipts				
100,000 Freehold property				
nil Patent	833.33	-		833.33
Rent	5,666.67	-		5,666.67
Rent received due back to the joint owner	11,333.33	-		11,333.33
100,000	17,833.33			17,833.33
Payments				
Fixed charge balance	17,833.33			17,833.33
Floating charge				
Receipts				
Uncertain Recoveries under customer contracts	836,386.16	-		836,386.16
5,000 Plant & machinery	38,053.28	-		38,053.28
1,000 Fixtures & fittings	10,378.03	-		10,378.03
12,000 Office equipment	-	-		-
75,000 Motor vehicles	96,050.00	-		96,050.00
Insurance refund	13,640.61	-		13,640.61
Stock	4,595.00	-		4,595.00
Bank interest received gross	4,861.13	-		4,861.13
Refund	60.00	-		60.00
Cheque cancelled	271.51	-		271.51
Utilities recharge for Hydepark Commercial Centre	247.53	-		247.53
Insurance recharge for Hydepark Commercial Centre	1,017.22	-		1,017.22
55,000	1,066,778.47			1,066,778.47
Payments				
Heat & light	(4,168.53)	-		(4,168.53)
Utilities	(1,747.02)	(219.84)		(1,966.86)
Repairs and maintenance	(150.00)	-		(150.00)
IT	(3,000.00)	-		(3,000.00)
Mail redirect	(490.00)	-		(490.00)
Legal fees and expenses	(50,804.20)	-		(50,804.20)
Office costs and posting	(4,038.37)	-		(4,038.37)
Rent	(4,814.86)	-		(4,814.86)
Storage costs	(4,534.65)	-		(4,534.65)
Bank charges	(31.75)	-		(31.75)
Insurance	(15,545.16)	(2,050.33)		(17,595.49)
Irrecoverable VAT	(234.68)	-		(234.68)
Agents' fees and disbursements	(11,371.08)	-		(11,371.08)
Distribution to floating charge holder	(300,000.00)	-		(300,000.00)
Transfer unclaimed dividends to ISA	(271.51)	-		(271.51)
Administrators' fees	(56,500.00)	-		(56,500.00)
	(558,428.13)	(2,270.17)		(560,698.30)
Floating charge balance	508,351.66	(2,270.17)		506,081.49
Distribution to Preferential Creditors 15 March 2019 100p in the £	(144,571.00)	-		(144,571.00)
VAT Control Account	(5,391.85)	(13.78)		(5,395.63)
Funds in hand**	375,630.33	(2,283.95)		373,346.58

*Funds held in an account eligible for interest

Appendix B: Expenses

The following table provides details of our expenses. Expenses are amounts properly payable by us as Joint Administrators from the estate and includes our fees, but excludes distributions to creditors. The table also excludes any potential tax liabilities that we may need to pay as an administration expense because amounts becoming due will depend on the position at the end of the tax accounting period.

The table should be read in conjunction with the receipts and payments account at Appendix A, which shows expenses actually paid during the period and the total paid to date.

	Brought forward from preceding period	Incurred in the period under review	Cumulative	Estimated future	Anticipated total
	£	£	£	£	£
Utilities (including heat, light and telephones)	6,295	220	6,515	400	6,915
IT	3,000	-	3,000	-	3,000
Repairs and maintenance	150	-	150	-	150
Mail redirect	490	-	490	-	490
Insurance	16,568	2,050	18,618	1,000	19,618
Legal fees and expenses	76,631	3,059	79,690	90,750	170,440
Office costs and posting, document shredding	4,099	-	4,099	-	4,099
Rent	4,815	-	4,815	-	4,815
Storage costs	4,595	-	4,595	750	5,345
Bank charges	32	-	32	50	82
Office holders' fees	459,360	55,385	514,746	177,500	692,246
Office holders' expenses	11,522	2,176	13,698	3,000	16,698
Irrecoverable VAT	235	-	235	-	235
Agents' fees	11,971	-	11,971	5,000	16,971
Total	599,763	62,890	662,654	278,450	941,104

Please note the estimation for future Office holders' fees is dependent on the time required to conclude the outstanding work, that has been disclosed in the body of this report, which is uncertain at this time. The amounts noted do not necessarily reflect how much we will eventually draw for Office holders' fees.

Appendix C: Remuneration update

Our fees were approved on a time costs basis by the Secured and Preferential Creditors. To date we have drawn fees of £156,500 in line with the approval given, as shown on the enclosed receipts and payments account.

The time cost charges incurred in the period covered by this report are £55,385. This amount does not necessarily reflect how much we will eventually draw as fees for this period.

Our hours and average rates

Work Type Group	Hours						Total Cost (£)	Average Hourly Rate (£)
	Partner	Director	Senior Manager	Manager	Senior Associate	Associate/Other		
Accounting & Treasury			0.15	0.25	2.60	3.15	6.15	1,992.25
Creditors		2.00	22.15		15.00	7.35	46.50	22,048.50
Statutory & Compliance	0.50	2.70	5.30	1.95	5.00	10.45	25.90	10,906.00
Strategy & Planning		1.10	2.25	1.55	0.40	3.85	9.15	3,943.75
Contract realisations (book debts, WIP and re..)		1.90	6.00		2.65		10.55	5,911.50
PI Claims				0.05		2.60	2.65	660.75
Property		0.20	1.50		2.15	0.40	4.25	1,950.00
Tax & VAT			1.62	0.30	5.60	15.60	23.12	7,096.20
Vehicles, plant and other assets					1.85	0.60	2.45	868.50
Grand Total	0.50	7.90	38.97	4.10	35.25	44.00	130.72	55,385.45

Please note this table excludes payments to PwC Tax for preparation of corporation tax returns.

	Cost (£)	Hours
Brought forward from the last report	459,359.79	2,335.48
Total from appointment	514,745.24	2,771.61

Our time charging policy and hourly rates

We and our team charge our time for the work we need to do in the administration. We delegate tasks to suitable grades of staff, taking into account their experience and any specialist knowledge that is needed, and we supervise them properly to maximise the cost effectiveness of the work done. Anything complex or important matters of exceptional responsibility are handled by our senior staff or us.

All of our staff who work on the administration (including our cashiers, support and secretarial staff) charge time directly to the case and are included in any analysis of time charged. Each grade of staff has an hourly charge out rate which is reviewed from time to time. Work carried out by our cashiers, support and secretarial staff is charged for separately and isn't included in the hourly rates charged by partners or other staff members. Time is charged in six minute units. The minimum time chargeable is three minutes (i.e. 0.05 units). We don't charge general or overhead costs.

We set out below the maximum charge-out rates per hour for the grades of our staff who already or who are likely to work on the administration.

We call on colleagues in our Tax, VAT, Real Estate and Pensions departments where we need their expert advice. Their specialist charge-out rates vary but the following are the maximum rates by grade per hour.

Grade	Maximum rate per hour to 30 June 2020 (£)	Maximum rate per hour from 1 July 2020 (£)	Specialist maximum rate per hour (£)
Partner	690	850	1200
Director	595	720	975
Senior Manager	515	585	850
Manager	405	475	630
Senior Associate	310	390	500
Associate	210	245	275
Support staff	120	120	140

In common with many professional firms, our scale rates may rise to cover annual inflationary cost increases.

Payments to associates

We have not made any payments to associates during the period covered by this report.

Our work in the period

Earlier in this section we have included an analysis of the time spent by the various grades of staff.

Whilst this is not an exhaustive list, in the following table we provide more detail on the key areas of work

Earlier in this section we have included an analysis of the time spent by the various grades of staff. Whilst this is not an exhaustive list, in the following table we provide more detail on the key areas of work.

Area of work	Work undertaken	Why the work was necessary	What, if any, financial benefit the work provided to creditors OR whether it was required by statute
Accounting and treasury	<ul style="list-style-type: none"> Processing receipts, payments and journals Performing bank account reconciliations Obtaining and sharing payment confirmation slips with relevant parties 	<ul style="list-style-type: none"> Proper stewardship of funds for creditors 	<ul style="list-style-type: none"> To ensure the proper management of the funds that will in due course be distributed to creditors
Creditors	<ul style="list-style-type: none"> Corresponding with local councils regarding the 	<ul style="list-style-type: none"> To inform creditors of any updates 	<ul style="list-style-type: none"> To ensure correct distribution of funds to creditors

	<p>Company's current and former property portfolio.</p> <ul style="list-style-type: none"> • Corresponding with utility companies regarding balances owed and querying the method of calculation • Corresponding with creditors regarding dividend prospects • Holding regular calls with the Secured Creditor on case strategy • Reviewing, sorting and responding to postal communications • Drafting, reviewing and distributing reports to the Secured Creditor • Undertaking a review of the options available to pursue legal action against remaining outstanding debtors and loans. • Discussions with Secured Creditor around next steps with remaining outstanding debtors and loans • Preparing an options summary of actions available to pursue remaining assets, for discussion with the Secured Creditor 		
Statutory and compliance	<ul style="list-style-type: none"> • Ensuring all compliance tasks are completed on time in line with IO89, IR91 and Sch.B1 • Drafting, reviewing and distributing progress report to creditors for the period 6 February 2020 to 5 August 2020 • Filing case records in line with internal policy • Filing of appropriate notices at Companies House 	<ul style="list-style-type: none"> • To provide creditors with an update on the administration • To meet all statutory duties 	<ul style="list-style-type: none"> • Statutory duties of the Administrator
Strategy and planning	<ul style="list-style-type: none"> • Team meetings to discuss case strategy • Six monthly reviews of case progress • Review of budgets and monitoring time costs 	<ul style="list-style-type: none"> • To ensure orderly management and progression of the case in a cost effective manner 	<ul style="list-style-type: none"> • Ensure efficient case progression
Contract realisations (Book debts, WIP and retentions)	<ul style="list-style-type: none"> • Liaising with solicitors on options to pursue outstanding debtors and loan recipient. • Issuing correspondence to outstanding debtors and loan recipients 	<ul style="list-style-type: none"> • To ensure all funds available are realised 	<ul style="list-style-type: none"> • To realise maximum funds for creditors

Professional Indemnity Insurance	<ul style="list-style-type: none"> Liaising with customers, solicitors and insurers about Professional Indemnity claims 	<ul style="list-style-type: none"> To ensure all funds available are realised Mitigate claims 	<ul style="list-style-type: none"> To obtain best outcome for creditors as a whole
Property	<ul style="list-style-type: none"> Progressing conveyancing on remaining property asset 	<ul style="list-style-type: none"> To ensure all funds available are realised 	<ul style="list-style-type: none"> To realise maximum funds for creditors
Tax and VAT	<ul style="list-style-type: none"> Drafting, reviewing and submitting quarterly VAT returns Arranging recovery of VAT due to the Company Liaising with the tax team regarding tax matters Preparing corporation tax computations 	<ul style="list-style-type: none"> To ensure recoverable amounts are realised To meet all statutory duties To ensure claims against the estate of the Company are mitigated 	<ul style="list-style-type: none"> Statutory duties of the Administrator

Our future work

We still need to do the following work to achieve the purpose of administration.

Area of work	Work we need to do	Estimated cost £	Whether or not the work will provide a financial benefit to creditors
Accounting and treasury	<ul style="list-style-type: none"> Entering receipts and payments into the accounting system Conducting bank reconciliations 	<ul style="list-style-type: none"> 2,000 	<ul style="list-style-type: none"> To ensure the proper management of the funds that will in due course be distributed to creditors
Creditors	<ul style="list-style-type: none"> Liaising with the Secured Creditor and distributing funds to the Secured Creditor as they are available Discussing administration closure strategy with the Secured Creditor Responding to creditors queries 	<ul style="list-style-type: none"> 20,000 	<ul style="list-style-type: none"> To ensure correct distribution of funds to creditors
Employees and pensions	<ul style="list-style-type: none"> Dealing with ad hoc employee and pension related enquiries 	<ul style="list-style-type: none"> 1,000 	<ul style="list-style-type: none"> Statutory duties of Administrator
Statutory and compliance	<ul style="list-style-type: none"> Preparation, review and delivery of progress reports to creditors Dealing with various statutory, other regulatory and internal compliance procedures in the administration Ensuring all compliance tasks are completed on time in line with IO89, IR91 and Sch.B1 	<ul style="list-style-type: none"> 30,000 	<ul style="list-style-type: none"> Statutory duties of the Administrator

	<ul style="list-style-type: none"> • Making an application to the court to extend the administration beyond to 5 August 2021 		
Strategy and planning	<ul style="list-style-type: none"> • Case management and review of the progress of the administration • Planning for the most efficient route for closure • Maintaining fee budgets & monitoring costs 	• 7,500	• Ensure efficient case progression & statutory duties of the Administrators
Contract realisations (Book debts, WIP and retentions)	<ul style="list-style-type: none"> • Further negotiations and realisations of book debts, WIP and retentions. • Progressing legal action, as required, on any balances not yet realised • Secure repayment of loan from borrower to Company in due course 	• 75,000	• To realise maximum funds for creditors
Professional Indemnity Insurance	<ul style="list-style-type: none"> • Continue to liaise with Company insurers and stakeholders as required 	• 5,000	• To realise maximum funds for creditors
Property	<ul style="list-style-type: none"> • Complete sale of freehold unit 	• 2,000	• To realise maximum funds for creditors
Tax and VAT	<ul style="list-style-type: none"> • Submission of quarterly VAT returns • Preparing and submitting corporation tax computations • Liaising with the tax team regarding tax matters • Requesting tax clearance • De registration for VAT purposes 	• 25,000	• Statutory duties of Administrator
Closure	<ul style="list-style-type: none"> • Closure of bank account • Closing internal systems and databases • Preparing closure documents and filing the notice of move to dissolution with the Registrar • Dealing with records in storage and destruction in line with policy 	• 10,000	• Statutory duties of the Administrator

Disbursements

We don't need to get approval to draw expenses or disbursements unless they are for shared or allocated services provided by our own Firm, including room hire, document storage, photocopying, communication facilities. These types of expenses are called "Category 2" disbursements and they must be directly incurred on the case, subject to a reasonable method of calculation and allocation and approved by the same party who approves our fees.

Our expenses policy allows for all properly incurred expenses to be recharged to the administration and has been approved by the Secured and Preferential Creditors where required.

The following disbursements arose in the period of this report.

Category	Policy	Costs incurred £
1	Postage	1,311.7
2	Archiving and storage	864.4
Total		2,176.10

Our relationships

We have no business or personal relationships with the parties who approve our fees or who provide services to the administration where the relationship could give rise to a conflict of interest.

Details of subcontracted work

There has been no subcontracted work during the period.

Legal and other professional firms

We've instructed the following professionals on this case:

Service provided	Name of firm / organisation	Reason selected	Basis of fees
Legal services	• Arthur Cox	• Industry knowledge and expertise	• Time costs
Vehicle recovery, asset valuation, and auction of plant & equipment	• Wilsons Auctions	• Expertise	• Time basis + auction commission
Insurance	• IRS	• Expertise	• Fixed Fee
Storage	• Iron Mountain	• Expertise	• Fixed Fee
Property valuation	• Savills	• Expertise	• Time basis + sales fee %

Appendix D: Other information

Court details for the administration:	High Court of Justice in Northern Ireland Chancery Division (Company Insolvency) <i>Case 22636 of 2018</i>
Company's registered name:	Williams Industrial Services Limited
Registered number:	NI028974
Registered address:	C/O PricewaterhouseCoopers LLP, Waterfront Plaza, 8 Laganbank Road, Belfast, BT1 3LR
Date of the Administrators' appointment:	6 February 2018
Administrators' names and addresses:	Graham Frost of PricewaterhouseCoopers LLP, Atria One, 144 Morrison Street, Edinburgh EH3 8EX and Toby S Underwood of PricewaterhouseCoopers LLP, 8th Floor Central Square, 29 Wellington Street, Leeds, LS1 4DL
Extension to the initial period of appointment:	6 month extension to 5 August 2019 approved by the Secured and Preferential Creditors. 24 month extension to 5 August 2021 approved by the Court
Appointor's / applicant's name and address:	The Directors of the Company, Hydepark Commercial Centre, Mallusk, Co Antrim, BT36 4PY
Division of the Administrators' responsibilities:	In relation to paragraph 101(2) Sch B1 IO89, during the period for which the administration is in force, any function to be exercised by the persons appointed to act as Administrators may be done by any or all of the persons appointed or any of the persons for the time being holding that office.
Regulation (EU) 2015/848 of the European Parliament and of the Council of 20 May 2015 on Insolvency Proceedings (recast)	The European Regulation on Insolvency Proceedings applies to this administration and the proceedings are main proceedings.