

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 February 2021

(b) 5 August 2021

(b) Insert dates

Signed

Joint / Administrator(s)

Dated 31 August 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, 8th 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

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02/09/2021

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COMPANIES HOUSE



Companies House
2nd Floor
The Linenhall
32-38 Linenhall Street
Belfast
BT2 8BG

31 August 2021

Our ref: SS/OCI/WISL/D470C
Your ref: NIO28974

Dear Sirs

Williams Industrial Services Limited - in Administration ("the Company")

I enclose form 2.24B (CH) and a copy of our progress report for the period 6 February 2021 to 5 August 2021.

Yours faithfully
For and on behalf of the Company

Owen Claxton-Ingham
For Graham Frost
Joint Administrator

Enclosures Form 2.24B(CH)
progress report

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>*

PricewaterhouseCoopers LLP, Central Square, 29 Wellington Street, Leeds, LS1 4DL
T: +44 (0) 1132 894 000, F: +44 (0) 1132 894 460, www.pwc.co.uk

PricewaterhouseCoopers LLP is a limited liability partnership registered in England with registered number OC303525. The registered office of PricewaterhouseCoopers LLP is 1 Embankment Place, London WC2N 6RH. PricewaterhouseCoopers LLP is authorised and regulated by the Financial Conduct Authority for designated investment business.

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

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

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

31 August 2021

Case no. 22636 of 2018

Contents

Abbreviations and definitions	2
Key messages	4
Overview of what we've done to date	5
Progress since we last reported	6
Appendix A: Receipts and payments	9
Appendix B: Expenses	10
Appendix C: Remuneration update	12
Appendix D: Other information	17

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
PI	Professional Indemnity
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

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.

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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.

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<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 March 2021.

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 £)	(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, but 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, as well as other charges from AIB dated up to 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. Preferential Creditors should note that 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 pre dates 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 explained in our earlier 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 UK and ROI.

Since our appointment as Joint Administrators we have been realising assets and mitigating claims with the objective of achieving a better outcome for creditors as a whole than would have been the case had the Company gone into liquidation.

Following our application to the court in June 2021, we are pleased to confirm that the administration of the Company has been extended to 30 September 2022. This will enable the Joint Administrators time to deal with the ongoing asset realisations.

We remain in office to continue negotiations in relation to outstanding construction related contract assets (book debts, WIP, retentions) and await repayment of a loan made by the Company to a third party. We have also been liaising with Company insurers and other stakeholders, around a number of professional indemnity claims.

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

- Conclusion of the book debts, WIP and retentions matters;
- Sale of part of a property owned by the Company;
- Assisting with legal action regarding balances owed to the Company and PI claims on contracts;
- Recovery of a loan payment from a third party;
- Liaising with the Secured Creditor and distributing funds to the Secured Creditor;
- Conclude Tax/VAT matters and seek tax clearance; and
- Apply to court to seek an extension of the administration period

Progress since we last reported

Realisation of other assets

Property

As outlined in previous reports, the Company part owns a freehold unit at Hydepark Commercial Centre. This is the last remaining tangible asset of the Company. We agreed a purchase price with an interested party for our share of the freehold unit and we appointed Arthur Cox LLP to act as conveyancers on our behalf.

Unfortunately, the sale has not progressed at a pace we had hoped for and we have encountered delays with conveyancing. We will continue to review our options on this matter and seek to realise this asset for the benefit of creditors, which may include putting our share of the unit back on the market for sale.

Book debts, Work in Progress and Retentions

We continue to pursue previous customers of the Company for amounts owed for work done prior to the administration, and this represents the area with the greatest potential for further recovery.

The majority of the straightforward contract debts have now been settled, leaving several higher value but more complex contract assets to recover. We have been in detailed correspondence with the more complex contract customers to seek recovery of the amounts that are owed. We have spent significant time reviewing the nature of the balances owed in conjunction with our legal advisors.

These debts are not straightforward, particularly where they relate to incomplete contracts. A number of customers had the benefit of performance bonds which have been called on and are a factor in our settlement negotiations with these debtors. We have provided the Secured Creditor with a detailed summary of the nature of each of these debts and are pursuing the debts for recovery where it is beneficial to do so. To date, recoveries from customer contracts total £836,986. No further funds have been realised in the period covered by this report.

Loan recovery

The Company entered into a significant loan agreement with another party whilst it was still trading. The funds loaned remain fully repayable with interest. This was provided under a formal loan agreement dated January 2016.

We are considering all our options on this matter, with regards to recovery of this debt and are presently awaiting further professional advice.

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. During the period covered by this report, we have continued to assist various stakeholders in relation to these claims.

Extension to administration

The administration of the Company was due to come to an end on 5 August 2021, therefore, we worked with our solicitors to prepare an extension progress report and affidavit which we filed with the court. Following a hearing in the High Court of Justice in Northern Ireland, on 2 July 2021, the court extended the period of the administration to 30 September 2022.

We asked for an extension of the administration period to complete the ongoing asset realisations detailed earlier in the report and to make a further distribution to the Secured Creditors, should there be sufficient funds to enable this.

VAT

We held numerous calls with HMRC regarding outstanding VAT refunds, and as part of the discussions we exchanged a number of documents and sought the input of our specialist VAT team. HMRC were unable to locate a previous VAT return on their system which was holding up the payment of VAT refunds. HMRC have now agreed to issue the outstanding VAT refunds and we remain in regular contact with HMRC on this matter. This additional investigation and queries with HMRC has led to an increase in VAT compliance costs for the administration.

Statutory and compliance

During the period covered by this report we have:

- Prepared this report;
- Prepared and submitted quarterly VAT returns;
- Complied with our tax reporting obligations by submitting annual tax returns to HMRC;
- Liaised with our post appointment insurance broker to ensure appropriate insurance cover remained in place.

Connected party transactions

We have previously reported on a number of transactions or potential transactions to related parties in our progress report dated 30 August 2018. There have been no transactions with connected parties during the period of this report. Any future connected party transactions will be done with full transparency and information on the transactions will be provided in our next report to creditors.

Investigations and actions

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. 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 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 February 2021 to 5 August 2021. We consider that the payments made out of the administration estate are proportionate to the value and complexity of the assets being dealt with in the administration; payments in the period have been limited, as the administrators' fees and legal fees have not been paid for in full.

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. As noted earlier, the main area of activity is in resolving the amounts due under contracts, and the main expenditure incurred is therefore that of the administrators' staff and their legal advisors in attending to this work.

The statement excludes any potential tax liabilities that we may need to pay as an administration expense in due course because amounts due will depend on the position at the end of the tax accounting period.

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 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.

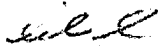
Next steps

As confirmed in this report, an extension of the administration to 30 September 2022 was granted by the court to enable the Administrators to conclude their work for the benefit of creditors. Once all possible assets have been realised, we expect to be in a position to distribute additional funds to the Secured Creditor. We'll provide an update on this in our next report.

The Administrators currently envisage that once the objective for the administration has been achieved, we will file notice under Paragraph 85 of Sch. B1 to IO89 with the Registrar of Companies, following registration of which the Company will be dissolved 3 months later.

If you've got any questions, please get in touch with Syed Shah on 0113 289 4314 or at syed.s.shah@pwc.com
Yours faithfully

For and on behalf of the Company



Graham Frost
Joint Administrator

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Appendix A: Receipts and payments

Williams Industrial Services Limited - in administration			
Statement of Affairs	6 Feb 2018 to 5 Feb 21	6 Feb 2021 - 23 July 2021	Total as at 5 August 21
(£)	(£)	(£)	(£)
Fixed charge			
Receipts			
100,000 Freehold property			
nil Patent	833.33		833
Rent	5,666.67		5,667
Rent received due back to the joint owner	11,333.33		11,333
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	836,986.16		836,986.16
5,000 Plant & machinery	98,059.28		98,059.28
1,000 Fixtures & fittings	10,978.03		10,978.03
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	4,867.13		4,867.13
Refund	60.00		60.00
Cheque cancelled	277.51		277.51
Utilities recharge for Hydepark Commercial Centre	247.53		247.53
Insurance recharge for Hydepark Commercial Centre	1,017.22		1,017.22
93,000	1,066,778.47		1,066,778.47
Payments			
Heat & light	(4,168.53)		(4,168.53)
Utilities	(1,966.86)	(153.26)	(2,120.12)
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)	(6,196.70)	(57,000.90)
Office costs and posting	(4,098.97)		(4,098.97)
Rent	(4,814.86)		(4,814.86)
Storage costs	(4,594.65)		(4,594.65)
Bank charges	(31.75)		(31.75)
Insurance	(17,595.49)	(1,049.10)	(18,644.59)
Irrecoverable VAT	(234.68)		(234.68)
Agents' fees and disbursements	(11,971.08)		(11,971.08)
Distribution to floating charge holder	(300,000.00)		(300,000.00)
Transfer unclaimed dividends to ISA	(277.51)		(277.51)
Administrators' fees	(156,500.00)	(3,250.00)	(159,750.00)
	(560,698.58)	(10,649.06)	(571,347.64)
Floating charge balance	506,079.89	(10,649.06)	495,430.83
Distribution to Preferential Creditors 15 March 2019 100p in the £	(144,571.00)		(144,571.00)
VAT Control Account	(5,395.63)	(1,854.86)	(7,250.49)
Funds in hand**	373,346.59	(12,503.92)	360,842.67

Funds are held in an interest-bearing account in the name of the Company in administration.

There have been no payments made to us, our firm or our associates other than from the insolvent estate as shown in the receipts and payments account as shown above.

Appendix B: Expenses

Expenses are amounts properly payable by us as Joint Administrators from the estate and includes our fees but excludes distributions to creditors. They include disbursements which are expenses met by and reimbursed to an office holder in connection with an insolvency appointment.

Expenses fall into two categories:

Expense	SIP9 definition
Category 1	Payments to persons providing the service to which the expense relates who are not an associate of the office holder.
Category 2	Payments to our firm or our associates or which have an element of shared costs (for example photocopying and mileage disbursements).

We don't need approval from creditors to draw Category 1 expenses as these have all been provided by third parties, but we do need approval to draw Category 2 expenses. The body of creditors who approve our fees (in this case the secured and preferential creditors) also have the responsibility for agreeing the policies for payment of Category 2 expenses.

The following table provides a breakdown of the Category 2 expenses have been incurred by us as administrators or our associates, together with details of the Category 1 disbursements that have been incurred by PwC and will be recharged to the case:

Category	Cost incurred by	Policy	Costs incurred £
2	PwC	Photocopying – At 10 pence per sheet copied, only charged for circulars to creditors and other bulk copying.	Nil
2	PwC	Mileage – At a maximum of 67 pence per mile (up to 2,000cc) or 80 pence per mile (over 2,000cc)	Nil
2	PwC	Printing	1.24
1	Iron Mountain	Storage	389.05
Total			390.29

The following table provides details of our expenses during the period. The table 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)	6,514.84	153.26	6,668.10	250.00	6,918.10
IT	3,000.00	-	3,000.00	-	3,000.00
Repairs and maintenance	150.00	-	150.00	-	150.00
Mail redirect	490.00	-	490.00	-	490.00
Insurance	18,618.33	1,049.10	19,667.43	1,049.10	20,716.53
Legal fees and expenses	79,689.50	9,435.20	89,124.70	81,314.80	170,439.50
Office costs and posting, document shredding	4,099.00	-	4,099.00	-	4,099.00
Rent	4,815.00	-	4,815.00	-	4,815.00
Storage costs	4,595.00	-	4,595.00	1,000.00	5,595.00
Bank charges	32.00	-	32.00	40.00	72.00
Joint Administrators' fees	517,433.00	94,578.85	612,011.85	120,000.00	732,011.85
Joint Administrators' expenses	13,698.29	390.29	14,088.58	3,000.00	17,088.58
Irrecoverable VAT	234.68	-	234.68	-	234.68
Agents' fees	11,971.23	-	11,971.23	2,500.00	14,471.23
Total	665,340.87	105,606.70	770,947.57	209,153.90	980,101.47

A reconciliation of our time costs records identified a small amount of historic time which had been charged at the incorrect rate. A correction has been made to the brought forward figure to reflect this change.

The estimates for future administrators' fees and for future legal fees are dependent on the time required to conclude the outstanding work as disclosed earlier in this report, which remains uncertain, particularly with regards to resolving the amounts due under contracts. The amounts noted above do not necessarily reflect the amount we will draw for fees in due course.

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 £159,750 in line with the approval given, as shown on the enclosed receipts and payments account. The time costs incurred in the current period are £94,578.85, this amount does not necessarily reflect how much we will eventually draw as fees for this period.

Work Type Group	Partner	Director	Senior Manager	Manager	Senior Associate	Associate/Other	Grand Total	Total Cost (£)	Average Hourly Rate (£)
Accounting & Treasury			0.10	0.20	2.20	5.05	7.55	2,248.75	297.85
Contract realisations (book debts, WIP and retentions)	1.30		22.00		12.00		35.30	18,486.00	523.68
Creditors			7.10			4.75	11.85	5,317.25	448.71
PI Claims			24.00		0.09	31.05	55.14	21,682.35	393.22
Property		0.10	2.50			0.20	2.80	1,583.50	565.54
Statutory & Compliance	2.00	4.00	8.60	3.85		38.95	57.40	20,982.50	365.55
Strategy & Planning	3.50		0.25	3.05	0.80	9.80	17.40	6,828.00	392.41
Tax & VAT			2.20	8.05	7.10	20.15	37.50	16,014.00	427.04
Vehicles, plant and other assets			2.00	0.2		0.70	2.90	1,436.50	495.34
Grand Total	2.00	8.90	68.75	15.35	22.19	110.65	227.84	94,578.85	415.11

	Cost (£)	Hours
Brought forward from the last report	517,433	2,476
Total from appointment	612,011	2,704

Please note in our previous report, we incorrectly stated the total number of hours and the total cost position as of 5 February 2021. The above table includes the corrected figure and takes into account a reconciliation which identified a small number of staff charged at the incorrect rate.

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 2021 (£)	Maximum rate per hour from 1 July 2021 (£)	Specialist maximum rate per hour (£)
Partner	850	875	1600
Director	720	740	1465
Senior Manager	585	625	1355
Manager	475	525	815
Senior Associate	390	425	605
Associate	245	280	325
Support staff	120	130	230

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 or persons who could reasonably be thought of as 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

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"> Regular reconciliations of the bank account Entering receipts and payments into the accounting system Preparing and reviewing the receipts and payments reports 	<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 creditors regarding dividend prospects • Holding regular calls with the Secured Creditor on case strategy • Reviewing, sorting and responding to post received 	<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
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 six monthly progress reports to creditors • Dealing with statutory, regulatory and internal compliance procedures in the administration • Filing of statutory documentation relating to the administration • Preparing an affidavit and extension progress report to file with the court as part of our application to extend the administration of the Company 	<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 • To ensure the Joint Administrators have sufficient time to realise assets for the benefit of creditors
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
Tax and VAT	<ul style="list-style-type: none"> • Drafting, reviewing and submitting quarterly VAT returns • Liaising with the tax team • Reviewing invoices to ensure they are VAT compliant • Held numerous calls and exchange of documents with HMRC, regarding unpaid VAT Refunds. 	<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
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 funds for creditors
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 funds for creditors
Professional Indemnity (PI) Insurance	<ul style="list-style-type: none"> • Liaising with customers, solicitors, and insurers about PI claims • Provision of information relating to PI claims 	<ul style="list-style-type: none"> • To ensure all funds available are realised 	<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 	2,000	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 	10,000	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 	1,000	Statutory duties of the 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 	17,500	Statutory duties of the Administrator
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 	5,000	Ensure efficient case progression & statutory duties of the Administrators
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 Liaising with the VAT team regarding tax matters Following up with HMRC on outstanding VAT refunds Requesting tax clearance De registration for VAT purposes 	10,000	Statutory duties of the Administrator
Contract realisations (Book debts,	<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 	60,000	To realise funds for creditors

WIP and retentions)	<ul style="list-style-type: none"> Secure repayment of loan from borrower to Company in due course 		
Property	<ul style="list-style-type: none"> Complete sale of the freehold unit Put freehold unit for auction if deemed beneficial to administration strategy 	2,000	To realise funds for creditors
Professional Indemnity Insurance	<ul style="list-style-type: none"> Continue to liaise with Company insurers and stakeholders as required 	5,000	Statutory duties of the 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 	7,500	Statutory duties of the Administrator

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 and actual / estimated cost of the work
Legal services	<ul style="list-style-type: none"> Arthur Cox 	<ul style="list-style-type: none"> Industry knowledge and expertise 	<ul style="list-style-type: none"> Time costs
Vehicle recovery, asset valuation, and auction of plant & equipment	<ul style="list-style-type: none"> Wilsons Auctions 	<ul style="list-style-type: none"> Expertise 	<ul style="list-style-type: none"> Time basis + auction commission
Insurance	<ul style="list-style-type: none"> IRS 	<ul style="list-style-type: none"> Expertise 	<ul style="list-style-type: none"> Fixed Fee
Storage	<ul style="list-style-type: none"> Iron Mountain 	<ul style="list-style-type: none"> Expertise 	<ul style="list-style-type: none"> Fixed 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 13 month extension to 30 September 2022 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.