

## 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 Edward Williams of PricewaterhouseCoopers LLP, Donington Court Pegasus Business Park, Castle Donington, East Midlands, DE74 2UZ

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

from

to

(b) 6 August 2021

(b) 5 February 2022

(b) Insert dates

Signed

Joint / Administrator(s)

Dated 2 March 2022

**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 <sup>th</sup> Floor Central Square, 29 Wellington Street	
Leeds, LS1 4DL	Tel 0113 289 4314
DX Number	DX Exchange

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

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**Joint administrators' progress report  
from 6 August 2021 to 5 February  
2022**

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

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

2 March 2022

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 Toby Scott Underwood (to 16 December 2021) Edward Williams (from 16 December 2021)
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.

Graham Douglas Frost and Edward Williams 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. Edward Williams 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 since our last report dated 31 August 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

We don't think the Bank as 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. The level of final recovery for the Secured Creditor remains uncertain and will be dependent on the final outcome of asset realisations.

#### 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.

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## ***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 subject to legal dispute, and subsequently to pay a distribution to the Secured Creditor.

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

- Distributing funds to the Secured Creditor;
- Sale of part of a property owned by 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.

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# *Progress since we last reported*

## *Realisation of other assets*

### *Property*

The Company part owns a freehold unit at Hydepark Commercial Centre and we have agreed a purchase price with an interested party for our share of the freehold unit.

We have supported our conveyancers as appropriate to progress the sale and issued communications and a sales contract to the solicitors of the interested party. Unfortunately, the sale has not yet concluded and the conveyancing process remains ongoing. Should the sale not complete within a realistic timeframe, we will evaluate other options to realise this asset for the benefit of creditors.

### *Book debts, Work in Progress and Retentions*

At the time of our previous report, we had completed our work in dealing with the majority of the straightforward contract debts and were evaluating our strategy for the several higher value but more complex contract assets.

Following extensive and detailed technical analysis of all contracts, and consultations with the Secured Creditor and our legal advisors on our strategy to maximise asset realisations, we are now considering our options with respect to one remaining party ("debtor A").

The claim includes a combination of debt, WIP and retentions; however the value of the claim is disputed by debtor A, and a right of set-off has been claimed. The details of the dispute are commercially sensitive, however we will provide further information once we have concluded our work on this dispute.

To date, recoveries from customer contracts total £836,986. No further funds have been realised in the period covered by this report.

### *Loan recovery*

As previously reported, the Company entered into a significant loan agreement with another party whilst it was still trading. The funds loaned remain fully repayable with interest.

We have obtained independent legal advice on the available means to recover this loan and further information will be provided in future reports.

### *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. In the period covered by this report, the Company received payment of £2,500 from affected stakeholders as a contribution towards time costs for providing this assistance. We will draw this £2,500 as our fees in due course.

## *Statutory and compliance*

During the period covered by this report we have:

- Circulated our report to creditors on the previous period;
- Prepared and submitted quarterly VAT returns, with the outstanding VAT refunds referred to in our last report received in the period ; and
- 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.

## *Changes of administrator*

Toby Scott Underwood, one of the previous Joint Administrators, has retired from the Firm. To make sure that outstanding issues in the administration continue to be pursued, an application was made to the Court to remove him and appoint Edward Williams as Joint Administrator. Edward Williams is licensed in the United Kingdom to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales.

The application was granted and so Edward Williams replaced Toby Scott Underwood as Joint Administrator with effect from 16 December 2021. Toby Scott Underwood was released from all liability in respect of his conduct as Joint Administrator with effect from 28 days from the date a written notification was issued to creditors and members of the change of office holder. Creditors and members had 28 days from receiving the notice, which was dated 6 January 2022, to apply to Court to vary or discharge the Court order. As no creditors or members came forward within the 28 day period, Toby Scott Underwood has been released from all liability in respect of his conduct as administrator.

## *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 (Northern Ireland) Order 2001 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 August 2021 to 5 February 2022.

## *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.

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 ICAEW or R3 website:

[https://www.r3.org.uk/media/documents/technical\\_library/SIPS/SIP9-Remuneration-of-Insolvency-Officerholders-Northern-Ireland.pdf](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](mailto: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 our previous report, we previously obtained an extension of the administration to 30 September 2022 from the court to enable the Joint Administrators to conclude their work for the benefit of creditors. If we are unable to realise the remaining assets within this period, we will ask the court to approve a further extension of the administration beyond 30 September 2022.

Once all assets have been realised, we expect to make a further distribution to the Secured Creditor.

The Joint 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](mailto:syed.s.shah@pwc.com)

For and on behalf of the Company



Graham Frost  
Joint Administrator

# Appendix A: Receipts and payments

Williams Industrial Services Limited - in administration			
Statement of Affairs	6 Feb 2018 to 5 Aug 21	6 Aug 21 - 5 Feb 22	Total as at 5 Feb 22
(£)	(£)	(£)	(£)
<b>Fixed charge</b>			
<b>Receipts</b>			
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
<b>100,000</b>	<b>17,833.33</b>	<b>-</b>	<b>17,833.33</b>
<b>Payments</b>			
<b>Fixed charge balance</b>	<b>17,833.33</b>	<b>-</b>	<b>17,833.33</b>
<b>Floating charge</b>			
<b>Receipts</b>			
Uncertain Third Party Funding		2,500.00	2,500.00
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	14.17	4,881.30
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
<b>93,000</b>	<b>1,066,778.47</b>	<b>2,514.17</b>	<b>1,069,292.64</b>
<b>Payments</b>			
Heat & light	(4,168.53)	-	(4,168.53)
Utilities	(2,120.12)	(172.68)	(2,292.80)
Repairs and maintenance	(150.00)	-	(150.00)
IT	(3,000.00)	-	(3,000.00)
Mail redirect	(490.00)	-	(490.00)
Legal fees and expenses	(57,000.90)	-	(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	(18,644.59)	(1,031.99)	(19,676.58)
Irrecoverable VAT	(234.68)	(0.60)	(235.28)
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	(159,750.00)	(150,000.00)	(309,750.00)
	<b>(571,347.64)</b>	<b>(151,205.27)</b>	<b>(722,552.91)</b>
<b>Floating charge balance</b>	<b>495,430.83</b>	<b>(148,691.10)</b>	<b>346,739.73</b>
Distribution to Preferential Creditors 15 March 2019 100p in the £	(144,571.00)	-	(144,571.00)
VAT Control Account	(7,850.49)	7,850.44	(0.05)
<b>Funds in hand**</b>	<b>360,842.67</b>	<b>(140,840.66)</b>	<b>220,002.01</b>

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
<b>Category 1</b>	Payments to persons providing the service to which the expense relates who are not an associate of the office holder.
<b>Category 2</b>	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 Joint 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/Printing – At 10 pence per sheet copied, only charged for circulars to creditors and other bulk copying.	115.85
2	PwC	Mileage – At a maximum of 67 pence per mile (up to 2,000cc) or 80 pence per mile (over 2,000cc)	Nil
1	PwC	Postage	1,349.70
1	Iron Mountain	Storage	627.54
<b>Total</b>			<b>2,093.09</b>

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)	6,668.10	172.68	6,840.78	250.00	7,090.78
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	19,667.43	1,031.99	20,699.42	1,049.10	21,748.52
Legal fees and expenses	89,124.70	10,229.00	99,353.70	71,085.80	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	612,209.00	37,702.50	649,911.50	108,000.00	757,911.50
Joint Administrators' expenses	14,088.58	2,093.09	16,181.67	4,000.00	20,181.67
Irrecoverable VAT	234.68	0.60	235.28	-	235.28
Agents' fees	11,971.23	-	11,971.23	2,500.00	14,471.23
<b>Total</b>	<b>771,144.72</b>	<b>51,229.86</b>	<b>822,374.58</b>	<b>187,924.90</b>	<b>1,010,299.48</b>

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 £309,750 in line with the approval given, as shown on the enclosed receipts and payments account. The time costs incurred in the current period are £37,702.50, this amount does not necessarily reflect how much we will eventually draw as fees for this period.

SIP9 Grouping	Hours						Grand Total	Total Cost (£)	Average Hourly Rate (£)
	Partner	Director	Senior Manager	Manager	Senior Associate	Associate/Other			
Accounting & Treasury			0.10	0.10	0.70	7.90	8.80	2,314.50	263.01
Contract realisations (book debts, WIP and retentions)		1.20	2.30				3.50	2,106.00	638.18
Creditors			1.50	0.05	25.50	3.95	31.00	11,814.00	381.10
PI Claims			2.00		0.10	0.15	2.25	1,219.25	541.89
Property		0.20	0.50		0.15	1.80	2.65	1,671.00	295.75
Statutory & Compliance	3.50	0.40	3.15	2.05		16.20	25.30	10,048.50	397.17
Strategy & Planning		3.15	0.20	1.10	0.20	6.10	10.85	4,527.50	417.28
Tax & VAT			0.10	1.40	0.75	10.95	13.20	4,001.75	303.16
Grand Total	3.50	5.05	9.55	4.80	27.40	50.05	100.35	37,702.50	375.71

	Cost (£)	Hours
Brought forward from the last report	612,209	2,704
Total from appointment	649,912	2,804

There has been a small adjustment in our brought forward figure to reflect corrected charge out rates for individuals who have worked on the case

### 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"> <li>Regular reconciliations of the bank account</li> <li>Entering receipts and payments into the accounting system</li> <li>Preparing and reviewing the receipts and payments reports</li> </ul>	<ul style="list-style-type: none"> <li>Proper stewardship of funds for creditors</li> </ul>	<ul style="list-style-type: none"> <li>To ensure the proper management of the funds that will in due course be distributed to creditors</li> </ul>
Creditors	<ul style="list-style-type: none"> <li>Corresponding with creditors regarding dividend prospects</li> <li>Holding regular calls with the Secured Creditor on case strategy</li> <li>Reviewing, sorting and responding to post received</li> </ul>	<ul style="list-style-type: none"> <li>To inform creditors of any updates</li> </ul>	<ul style="list-style-type: none"> <li>To ensure correct distribution of funds to creditors</li> </ul>

	<ul style="list-style-type: none"> <li>Preparing a report for the Secured Creditor</li> </ul>		
Statutory and compliance	<ul style="list-style-type: none"> <li>Ensuring all compliance tasks are completed on time in line with IO89, IR91 and other regulation</li> <li>Drafting, reviewing and distributing six monthly progress report to creditors</li> <li>Dealing with statutory, regulatory and internal compliance procedures in the administration</li> <li>Filing of statutory documentation relating to the administration</li> </ul>	<ul style="list-style-type: none"> <li>To provide creditors with an update on the administration</li> <li>To meet all statutory duties</li> </ul>	<ul style="list-style-type: none"> <li>Statutory duties of the Administrator</li> </ul>
Strategy and planning	<ul style="list-style-type: none"> <li>Team meetings to discuss case strategy</li> <li>Six monthly reviews of case progress</li> <li>Review of budgets and monitoring time costs</li> </ul>	<ul style="list-style-type: none"> <li>To ensure orderly management and progression of the case in a cost effective manner</li> </ul>	<ul style="list-style-type: none"> <li>Ensure efficient case progression</li> </ul>
Tax and VAT	<ul style="list-style-type: none"> <li>Drafting, reviewing and submitting quarterly VAT returns</li> <li>Liaising with the tax team to ensure corporation tax compliance</li> <li>Reviewing invoices to ensure they are VAT compliant</li> </ul>	<ul style="list-style-type: none"> <li>To ensure recoverable amounts are realised</li> <li>To meet all statutory duties</li> </ul>	<ul style="list-style-type: none"> <li>Statutory duties of the Administrator</li> </ul>
Contract realisations (Book debts, WIP and retentions)	<ul style="list-style-type: none"> <li>Liaising with solicitors on options to pursue outstanding debtors and loan recipient.</li> <li>Issuing correspondence to outstanding debtors and loan recipients</li> </ul>	<ul style="list-style-type: none"> <li>To ensure all funds available are realised</li> </ul>	<ul style="list-style-type: none"> <li>To realise funds for creditors</li> </ul>
Property	<ul style="list-style-type: none"> <li>Progressing conveyancing on remaining property asset</li> <li>Held numerous calls and exchanged emails with our solicitors</li> </ul>	<ul style="list-style-type: none"> <li>To ensure all funds available are realised</li> </ul>	<ul style="list-style-type: none"> <li>To realise funds for creditors</li> </ul>
Professional Indemnity (PI) Insurance	<ul style="list-style-type: none"> <li>Liaising with customers, solicitors, and insurers about PI claims</li> <li>Provision of information relating to PI claims</li> </ul>	<ul style="list-style-type: none"> <li>To ensure all funds available are realised</li> </ul>	<ul style="list-style-type: none"> <li>Statutory duties of the Administrator</li> </ul>

## Our future work

We still need to do the following work to achieve the purpose of administration. Our estimated future costs have been updated on the assumption that a further one year extension of the administration will be required.

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"> <li>• Entering receipts and payments into the accounting system</li> <li>• Conducting bank reconciliations</li> </ul>	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"> <li>• Liaising with the Secured Creditor and distributing funds to the Secured Creditor as they are available</li> <li>• Discussing administration closure strategy with the Secured Creditor</li> <li>• Responding to creditors' queries</li> </ul>	10,000	To ensure correct distribution of funds to creditors
Employees and pensions	<ul style="list-style-type: none"> <li>• Dealing with ad hoc employee and pension related enquiries</li> </ul>	1,000	Statutory duties of the Administrator
Statutory and compliance	<ul style="list-style-type: none"> <li>• Preparation, review and delivery of progress reports to creditors</li> <li>• Dealing with various statutory, other regulatory and internal compliance procedures in the administration</li> <li>• Ensuring all compliance tasks are completed on time in line with IO89, IR91 and Sch.B1</li> <li>• Make an application to the court to seek an extension of the administration</li> <li>• Prepare a special extension progress report to be submitted to the court</li> </ul>	25,000	Statutory duties of the Administrator
Strategy and planning	<ul style="list-style-type: none"> <li>• Case management and review of the progress of the administration</li> <li>• Planning for the most efficient route for closure</li> <li>• Maintaining fee budgets &amp; monitoring costs</li> </ul>	10,000	Ensure efficient case progression & statutory duties of the Administrators
Tax and VAT	<ul style="list-style-type: none"> <li>• Submission of quarterly VAT returns</li> <li>• Preparing and submitting corporation tax computations</li> <li>• Liaising with the tax team regarding tax matters</li> <li>• Liaising with the VAT team regarding VAT matters</li> <li>• Requesting tax clearance</li> <li>• De registration for VAT purposes</li> </ul>	12,500	Statutory duties of the Administrator

Contract realisations (Book debts, WIP and retentions)	<ul style="list-style-type: none"> <li>• Further negotiations and realisations of book debts, WIP and retentions.</li> <li>• Progressing legal action, as required, on any balances not yet realised</li> <li>• Secure repayment of loan from borrower to Company in due course</li> </ul>	30,000	To realise funds for creditors
Property	<ul style="list-style-type: none"> <li>• Complete sale of the freehold unit</li> <li>• Put freehold unit for auction if deemed beneficial to administration strategy</li> </ul>	2,500	To realise funds for creditors
Professional Indemnity Insurance	<ul style="list-style-type: none"> <li>• Continue to liaise with Company insurers and stakeholders as required</li> </ul>	5,000	Statutory duties of the Administrator
Closure	<ul style="list-style-type: none"> <li>• Closure of bank account</li> <li>• Closing internal systems and databases</li> <li>• Preparing closure documents and filing the notice of move to dissolution with the Registrar</li> <li>• Dealing with records in storage and destruction in line with policy</li> </ul>	10,000	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"> <li>• Arthur Cox</li> </ul>	<ul style="list-style-type: none"> <li>• Industry knowledge and expertise</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Time costs</i></li> </ul>
Vehicle recovery, asset valuation, and auction of plant & equipment	<ul style="list-style-type: none"> <li>• Wilsons Auctions</li> </ul>	<ul style="list-style-type: none"> <li>• Expertise</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Time basis + auction commission</i></li> </ul>
Insurance	<ul style="list-style-type: none"> <li>• IRS</li> </ul>	<ul style="list-style-type: none"> <li>• Expertise</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Fixed Fee</i></li> </ul>
Storage	<ul style="list-style-type: none"> <li>• Iron Mountain</li> </ul>	<ul style="list-style-type: none"> <li>• Expertise</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Fixed Fee</i></li> </ul>



## 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:	Merchant Square 20-22 Wellington Place Belfast BT1 6GE
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 Edward Williams of PricewaterhouseCoopers LLP, Donington Court Pegasus Business Park, Castle Donington, East Midlands, DE74 2UZ (16 December 2021 – Present) Toby Scott Underwood of PricewaterhouseCoopers LLP, 8th Floor Central Square, 29 Wellington Street, Leeds, LS1 4DL (6 February 2018 – 16 December 2021)
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.