

The Insolvency Act 1986

**2.24B****Administrator's progress report**

|   |                                   |
|---|-----------------------------------|
| Name of Company<br>Holloway White Allom Limited         | Company number<br>00735317        |
| In the<br>High Court of Justice<br>[full name of court] | Court case number<br>8432 of 2011 |

We  
William James Wright  
KPMG LLP  
8 Salisbury Square  
London  
EC4Y 8BB

Colin Michael Trevethyn Harg  
KPMG LLP  
8 Salisbury Square  
London  
EC4Y 8BB

Howard Smith  
KPMG LLP  
8 Salisbury Square  
London  
EC4Y 8BB

Administrators of the above company attach a progress report for the period

|                  |                  |
|------------------|------------------|
| from             | to               |
| 1 September 2012 | 25 February 2013 |

Signed



Will Wright – Joint Administrator

Dated

25 February 2013

**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.

|  |                                  |
|--|----------------------------------|
| Giuseppe Parla<br>KPMG LLP<br>8 Salisbury Square<br>London<br>EC4Y 8BB<br>United Kingdom<br>DX Number DX 38050 Blackfriars | Tel 020 7311 8730<br>DX Exchange |
|--|----------------------------------|

When you have completed and signed this form, please send it to the Registrar of Companies at -

Companies House, Crown Way, Cardiff CF14 3UZ

DX 33050 Cardiff



\*A236THHS\*

A50

28/02/2013

#75

COMPANIES HOUSE

THURSDAY



**Holloway White Allom Limited**  
**(in administration)**

**Final progress report**

Report to creditors pursuant to Rules 2.47, 2.110 and  
2.117A of the Insolvency Rules 1986 (as amended)

KPMG LLP  
26 February 2013

[www/rc/gp](http://www.rc/gp)

## **Notice: About this Report**

- This Report has been prepared by William James Wright, Colin Michael Trevethyn Haig and Howard Smith, the Joint Administrators of Holloway White Allom Limited solely to comply with their statutory duty under the Insolvency Rules 1986 on the progress of the administration, and for no other purpose. It is not suitable to be relied upon by any other person, or for any other purpose, or in any other context.
- This Report has not been prepared in contemplation of it being used, and is not suitable to be used, to inform any investment decision in relation to the debt of or any financial interest in Holloway White Allom Limited.
- Any estimated outcomes for creditors included in this Report are illustrative only and cannot be relied upon as guidance as to the actual outcomes for creditors.
- Any person that chooses to rely on this Report for any purpose or in any context other than under the Insolvency Rules 1986 does so at their own risk. To the fullest extent permitted by law, the Joint Administrators do not assume any responsibility and will not accept any liability in respect of this Report to any such person.
- William Wright and Colin Haig are authorised to act as insolvency practitioners by the Institute of Chartered Accountants in England & Wales.
- Howard Smith is authorised to act as an insolvency practitioner by the Insolvency Practitioners Association.
- The Joint Administrators act as agents for Holloway White Allom Limited and contract without personal liability. The appointments of the Joint Administrators are personal to them and, to the fullest extent permitted by law, KPMG LLP does not assume any responsibility and will not accept any liability to any person in respect of this Report or the conduct of the administration.

## **Content**

|   |           |
|---|-----------|
| <b>Glossary</b>                         | <b>3</b>  |
| <b>1 Executive summary</b>              | <b>4</b>  |
| <b>2 Introduction</b>                   | <b>5</b>  |
| <b>3 Progress of the administration</b> | <b>5</b>  |
| <b>4 Liabilities</b>                    | <b>9</b>  |
| <b>5 Other matters</b>                  | <b>10</b> |
| <b>6 Final matters</b>                  | <b>11</b> |

## **Appendices**

|  |  |
|--|--|
| <b>1 Statutory information</b>                                       |  |
| <b>2 Receipts and payments account</b>                               |  |
| <b>3 Analysis of Administrators' time costs and charge out rates</b> |  |
| <b>4 Schedule of expenses for the period</b>                         |  |
| <b>5 Summary of the Administrators' proposals</b>                    |  |


## Glossary

|                   |  |
|-------------------|--|
| Act               | The Insolvency Act 1986 (as amended)   |
| Administrators    | William Wright, Colin Haig and Howard Smith of KPMG LLP  |
| Company           | Holloway White Allom Limited   |
| Directors         | Robert Terry Cole, Mark Crompton Hailey, Stephen Charles Keating, Richard Oirschot   |
| GVA               | GVA Grimley  |
| HWA Group         | <ul style="list-style-type: none"><li>• Privet H Limited (formerly HWA Group Limited),</li><li>• HWA Limited,</li><li>• Holloway White Allom Limited in administration, and</li><li>• Angus Gibson Music Limited in administration</li></ul> |
| LTSB              | Lloyds TSB Bank plc  |
| Privet            | Privet Capital HWA LP  |
| PN5               | Privet Newco 5 Limited   |
| Reward            | Reward Investments Limited (formerly Reward Capital Limited)   |
| Rules             | The Insolvency Rules 1986 (as amended)   |
| Secured creditors | <ul style="list-style-type: none"><li>• Reward Investments Limited (formerly Reward Capital Limited),</li><li>• Privet Capital HWA Limited, and</li><li>• Zurich GSG Limited</li></ul>   |

The references in this Report to Sections, Paragraphs or Rules are to be the Insolvency Act 1986, Schedule B1 of the Insolvency Act 1986 and the Insolvency Rules 1986 (all as amended) respectively

## 1 Executive summary

- William Wright, Colin Haig and Howard Smith of KPMG LLP were appointed Administrators of the Company on 5 October 2011
- This report covers the period 1 September 2012 to 25 February 2013.
- The purpose of this administration is to achieve a better result for the Company's creditors as a whole than would be likely if the Company was to be wound up, without first being in administration.
- The Administrators' proposals were deemed approved on 13 December 2011 without modification (see section 2)
- The Administrators' initial strategy was to seek a purchaser for the business and assets if possible and preserve the value of book debts. Regrettably, it has not been possible to achieve a sale of the business but an offer for the tangible assets has been received. See section 3.1.1 for further details.
- The Administrators instructed agents, PN5, to assist with the collection of book debts. For this period, a total of £169,792 has been realised.
- An abstract of the Administrators' receipts and payments for the period from 1 September 2012 to 25 February 2013 is attached at Appendix 2.
- Based on current information, it is unlikely that there will be a return to unsecured creditors except by virtue of the Prescribed Part, see section 4.3.1.
- The most appropriate exit from the administration was resolved to be via creditors' voluntary liquidation under Paragraph 83. As previously stated in the approved Administrators' Proposals the liquidators will be Colin Haig, Howard Smith and David Standish, all of KPMG LLP.
- Full details of the Administrators' progress report are set out below with all the relevant statutory information included by way of the Appendices.



William Wright  
*Joint Administrator*

## **2 Introduction**

This is the Administrators' final progress report prepared pursuant to Rules 2.47, 2.110 and 2.117A, which covers the period from 1 September 2012 to 25 February 2013, and includes a summary of the outcome of the administration.

Statutory information as required by Rule 2.47 is attached as Appendix 1. An abstract receipts and payments show the final position as at 25 February 2013 and is attached at Appendix 2. These figures are shown net of VAT.

A summary of expenses incurred specifically relating to the period of this report for the Company is also attached as Appendix 4. These figures are shown net of VAT.

### **2.1 Administrators' proposals**

A summary of the Administrators' proposals for the Company is provided at Appendix 5. The Administrators' proposals were deemed approved, without modification, on 13 December 2011.

The initial period of the administration was due to expire on 4 October 2012. However, due to the ongoing book debt realisation, the Administrators sought and received consent of the Secured creditors and preferential creditors at a meeting held by correspondence on 26 September 2012 to extend the period of the administration by six months to 4 April 2013.

### **2.2 Purpose of the administration**

The purpose of the administration was to achieve a better result for the Company's creditors as a whole than would be likely if the Company were wound up in accordance with Paragraph 3(1)(b), which has been achieved.

## **3 Progress of the administration**

### **3.1 Asset realisations**

#### **3.1.1 Sale of business and assets**

As previously reported, the Administrators received two offers for the Company's name and goodwill but unfortunately these were below an acceptable level. The Administrators will continue to explore the possibility of a sale with their agents in the ensuing liquidation.

### **3 1 2 Contracts in progress and book debts**

In this period, £169,792 has been collected in respect of book debts and £1,368,623 has been collected in total, which compares to the £3.5 million estimated in the Directors' statement of affairs. There are further amounts to collect, but due to the contractual nature of the debts including retentions, there have been delays and the Administrators have been advised that the remaining balance will be collectable in the liquidation.

In this reporting period a further £98,058 was received in error. This receipt was in respect of an assigned book debt that now belongs to PN5 and the Administrators received a deferred consideration for this assigned book debt, which is included in the book debt realisation figure above. This sum has been repaid to PN5.

### **3 1.3 Leasehold properties**

As the Company's leasehold interests have no realisable value, the Administrators surrendered the leases to the landlord.

### **3 1 4 Chattel assets and motor vehicles**

As previously advised, the Administrators instructed GVA to value and dispose of the Company's chattel assets and motor vehicles situated at South Audley Street, London. However, on 1 November 2011 the premises at South Audley Street were broken into and a number of items stolen. The Administrators are exploring this matter with their insurance brokers and will continue to do so in the liquidation.

The Administrators initially accepted an offer of £20,000 for the remaining assets, but the transaction was not proceeded with. As such, the Administrators instructed GVA to market the remaining assets in the liquidation. £11,242 was realised for the motor vehicles during the administration.

### **3 1 5 Cash at bank**

The Administrators realised £57,853 of cash at bank.

### **3 1 6 Sundry refunds**

The Administrators realised £37,829, which relates to a combination of rates, utilities and supplier refunds.



## 3.2 Costs of realisation

Payments actually made in this period are set out in the attached receipts and payments account (see Appendix 2) The figures in this account are shown net of VAT

The schedule of expenses attached as Appendix 4 details the costs incurred, whether paid or unpaid, relating specifically to this reporting period only The figures in this statement are also shown net of VAT

Under Rule 2.48A, creditors are advised that, within 21 days of receipt of this report, a creditor may request additional information about the Administrators' remuneration and expenses as set out in this report A request must be in writing, and may be made either by a Secured creditor or an unsecured creditor with the concurrence of at least 5% in value of unsecured creditors (including himself) or the permission of the Court

In addition, under Rule 2 109, any Secured creditor or any unsecured creditor with either the concurrence or at least 10% in value of creditors, or with the permission of the Court, may apply to the Court to challenge the remuneration charged, the basis of remuneration or the expenses incurred by the Administrators Any such application must be made no later than eight weeks after receipt of the first report which reports the charging of the remuneration or the incurring of expenses in question

The full text of Rules 2 48A and 2 109 can be provided on request by writing to Giuseppe Parla at KPMG LLP, 8 Salisbury Square, London EC4Y 8BB

### 3 2 1 Administrators' remuneration

The statutory provisions relating to remuneration are set out in Rule 2 106 Further information is given in the Association of Business Recovery Professionals' publication *A Creditors' Guide to Joint Administrators' Fees*, a copy of which can be obtained at [http://www.r3.org.uk/media/documents/technical\\_library/SIPS/SIP-9-EW-INTER.pdf](http://www.r3.org.uk/media/documents/technical_library/SIPS/SIP-9-EW-INTER.pdf)

However, if you are unable to access this guide and would like a copy please contact Giuseppe Parla on 0207 311 8730

Attached as Appendix 3 is a detailed analysis of time spent, and charge out rates, for each grade of staff for the various areas of work carried out from 1 September 2012 to xx February 2013, as required by the Association of Business Recovery Professional's Statement of Insolvency Practice No 9

In the period from 1 September 2012 to 1 February 2013, the Administrators and their staff have incurred time costs of £52,150 representing 179 hours at an average hourly rate of £292 This includes work undertaken in respect of tax, VAT, employee, pensions and health and safety advice from KPMG LLP in-house specialists. The total time costs since the date of appointment equates to £485,542

In accordance with Rule 2 106(5A), as the Administrators made a statement that there would be insufficient property for a return to the unsecured creditors other than by virtue of the Prescribed Part, in this case it is for both the Secured creditors and preferential creditors to fix the basis of the Administrators' remuneration

Following a meeting held by correspondence on 26 June 2012 for both the Secured creditors and preferential creditors of the Company, the Administrators were provided with authority to draw remuneration on a time costs basis. The quantum of £200,000 was approved by the Secured creditors and paid from the realisations in the administration. No further remuneration will be drawn from the administration.

### **3.2.2 Book debt collection costs**

In this period, costs of £29,733 have been paid to PN5 to assist in the collection of the Company's book debts. Total costs of £272,492 have been paid to PN5.

### **3.2.3 Legal costs**

The Administrators engaged solicitors, Gateley LLP, to provide general advice to the Administrators, advice on the appointment and validity of security held by Privet. In this period £12,481 was paid to Gateley LLP and a total of £49,252 has been paid.

The Administrators also engaged solicitors, Speechly Bircham LLP to act on their behalf in relation to book debt recovery and disputes. Costs total £8,070.

### **3.2.4 Agents fees**

GVA have been dealt with the chattel assets and motor vehicles, the sum of £11,242 was paid.

### **3.2.5 Storage costs**

As previously reported, there is an extremely high volume of Company's books and records, and the cost of storing these records in this period has amounted to £3,623 for this reporting period. A total of £25,928 has been paid for storage costs. A review has been undertaken of the stored records and during the liquidation a reduction in the storage volume will be made.

### **3.2.6 Insurance of assets**

Open cover insurance was obtained upon appointment and the total premium paid up to the date of disposal of the assets amounted to £2,892.

### **3.2.7 Professional fees**

£1,500 has been paid to Naismiths Limited to review the Company's book debts and a cost of £378 was incurred on cessation of trading to process the final payroll.

### **3.2.8 Other costs**

All other costs, for the period of this report, are as shown in the Administrators' receipts and payments account and schedule of expenses attached as Appendix 2 and 4 respectively and are self explanatory.

## 4 Liabilities

### 4.1 Secured creditors

At the date of appointment Privet was owed approximately £8.9 million by the HWA Group by virtue of an assignment of debt from LTSB on 11 February 2011 and a further £450,000 by virtue of an assignment of debt from Reward on 24 October 2011.

Zurich also holds a legal charge dated 5 April 2008 over all property interests of the HWA group including those at 43 South Audley Street, London. The freehold of that property was sold prior to the Administrators' appointment and no further amounts are believed to be due to Zurich.

The validity of this security in Privet's favour has been verified by the Administrator's solicitors.

The Administrators have made distributions totalling £90,927 in this period to Privet under their security and in total £464,372 during the administration.

### 4.2 Preferential creditors

Claims in respect of certain arrears of wages and holiday pay rank preferentially. Preferential creditor claims currently total £91,299, excluding the Redundancy Payments Office who have submitted an initial claim, but requires finalisation. Based on current information, preferential creditors are expected to be paid in full during the liquidation.

### 4.3 Unsecured creditors

In their Statement of Affairs, the Directors estimated that the Company has unsecured liabilities of £26.4 million.

A summary of the unsecured creditors' claims received to date is as follows:

|  | <b>£'000</b>  |
|--|---------------|
| Claims received to date                    | 15,916        |
| Estimated value of claims not yet received | 6,152         |
| <b>Total</b>                               | <b>22,068</b> |

*Source: Administrators' records*

Any creditors which have not yet submitted details of their claim should complete and return the attached proof of debt form, and return it to the Administrators, together with documentation to support the claim as soon as possible.

If you are not owed money by the Company, please return the proof of debt form confirming this and no further correspondence will be sent to you.

Based on current estimates, the only funds that are expected to be available for the unsecured creditors are by virtue of the Prescribed Part. Please see below for further information.

#### **4.3.1 Prescribed Part**

The Prescribed Part provisions of Section 176A entitle unsecured creditors to a percentage share of realisations from net floating charge assets, after costs of realisation. The percentage is calculated on a sliding scale up to a maximum amount of £600,000 subject to costs.

Based on the value realised for the Company's assets to date, the estimated costs and estimated preferential creditors position, the Prescribed Part will be in the region of £100,000. Please note that costs directly associated with the agreement of unsecured claims and payment of the dividend will be deducted from the Prescribed Part.

The Administrators are not empowered to distribute the Prescribed Part monies without the approval of the Court. However, as the Administrators are now placing the Company into creditors' voluntary liquidation, it will now be the responsibility of the liquidators to adjudicate the claims of the unsecured creditors and distribute the Prescribed Part.

## **5 Other matters**

### **5.1 Investigations**

As required by the Company Directors Disqualification Act 1986, the Administrators are required to prepare returns on the conduct of all the Company's directors in the three years prior to the administration. The Administrators confirm that they have complied with these regulations. However, the contents of this report are strictly confidential.

### **5.2 Taxation**

KPMG Tax specialists were instructed to prepare the necessary returns in order to finalise the Group's tax position. These returns have been submitted and HMRC has confirmed that it has no objection to this administration being closed.

## 6 Final matters

### 6.1 Administrators' discharge of liability

In accordance with Paragraph 98(3) the Secured creditors have approved the Administrators being discharged from liability in respect of any action of theirs as Administrators on registration of this report and form 2 34B with the Registrar of Companies

### 6.2 Exit from the administration

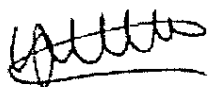
Since there are distributable assets and the administration has now been completed the Company will move from administration to a creditors' voluntary liquidation where the liquidators will be Colin Haig, Howard Smith and David Standish ("Joint Liquidators"), all of KPMG LLP as set out in the approved proposals. Their appointment will take immediate effect from the filing of form 2 34B with the Registrar of Companies together with a copy of this report

The Administrators will transfer the balance of funds held of £384,810 to the liquidation estate following the Joint Liquidators' appointment

The matters remaining to be dealt with by the Joint Liquidators include

- paying the final distribution to the Secured creditors,
- agreeing and paying the preferential creditors in full,
- collecting the outstanding book debt sums,
- realising the sale of the business and chattel assets where possible,
- agreeing and paying distributions to the unsecured non-preferential creditors via the prescribed part,
- complying with ongoing tax and VAT obligations, including the recovery of VAT,
- dealing with statutory reporting and compliance obligations, and
- to draw the fees and expenses of the liquidation

A letter will be sent to all known creditors confirming the appointment as Joint Liquidators in due course



William Wright  
*Joint Administrator*

## Appendix 1

### Statutory information

|                                 |   |             |           |
|---------------------------------|---|-------------|-----------|
| Company name and Trading style  | Holloway White Allom Limited  |             |           |
| Administration appointment      | High Court of Justice, Chancery Division, Court No 8432 of 2011   |             |           |
| Date of appointment             | 5 October 2011  |             |           |
| Present Administrators' details | William Wright and Colin Haig are authorised to act as insolvency practitioners by the Institute of Chartered Accountants in England & Wales    |             |           |
|                                 | Howard Smith is authorised to act as an insolvency practitioner by the Insolvency Practitioners Association                                     |             |           |
| Functions                       | The functions of the Administrators are being exercised by either or both of them in accordance with Paragraph 100(2) of Schedule B1 of the Act |             |           |
| Application of EC regulations   | EC regulations apply and these proceedings will be the Main Proceedings as defined in Article 3 of the EC regulations                           |             |           |
| Company Directors               |   | <i>From</i> | <i>To</i> |
|                                 | Robert Terry Cole   | 05/12/94    | Present   |
|                                 | Mark Crompton Hailey  | 04/04/98    | Present   |
|                                 | Stephen Charles Keating   | 15/07/11    | Present   |
|                                 | Richard Orschot   | 15/07/11    | Present   |
| Company Secretary               | None  |             |           |
| Date of incorporation           | 13 September 1962   |             |           |
| Company registration number     | 00735317  |             |           |
| Previous registered office      | 43 South Audley Street, Grosvenor Square, London W1K 2PU  |             |           |
| Present registered office       | Holloway White Allom Limited (in administration),<br>c/o KPMG LLP, 8 Salisbury Square, London, EC4Y 8BB   |             |           |

|                 |  |
|-----------------|--|
| Trading address | 43 South Audley Street, Grosvenor Square, London W1K 2PU |
|-----------------|--|

Details of the Company's trading results are shown below

|  | <i>Year ended<br/>30/06/2011<br/>(management)<br/>£'000</i> | <i>18 month<br/>period ended<br/>30/06/2010<br/>(draft)<br/>£'000</i> | <i>Year ended<br/>31/12/2008<br/>(audited)<br/>£'000</i> | <i>17 months to<br/>31/12/2007<br/>(audited)<br/>£'000</i> |
|--|---|---|--|--|
| Turnover                                     | 21,755  | 90,738  | 80,526   | 65,276   |
| Gross profit                                 | 814   | 313   | 10,848   | 10,171   |
| Operating profit                             | (1,586)   | (7,755)   | 3,912  | 4,691  |
| Profit/(loss) after tax,<br>before dividends | (3,158)   | (6,965)   | 3,022  | 3,577  |

Details of the Company's share capital and holdings

|                          |                              |
|--------------------------|------------------------------|
| Authorised share capital | 2,000,000 ordinary £1 shares |
| Issued share capital     | £2,000,000                   |
| Shareholders             | HWA LTD                      |



*Final progress report*  
*Holloway White Allom Limited (in administration)*  
*KPMG LLP*  
*26 February 2013*

## **Appendix 2**

### **Administrators' receipts and payments account**



**Holloway White Allom Limited**  
**(In Administration)**  
**Administrators' Abstract of Receipts & Payments**

| Statement<br>of Affairs |  | From 01/09/2012<br>To 25/02/2013 | From 05/10/2011<br>To 25/02/2013 |
|-------------------------|--|----------------------------------|----------------------------------|
|                         | <b>FIXED CHARGE ASSETS</b>             |                                  |                                  |
| 30 00                   | Goodwill                               | <u>NIL</u>                       | <u>NIL</u>                       |
|                         |  | NIL                              | NIL                              |
|                         | <b>ASSET REALISATIONS</b>              |                                  |                                  |
| 15,000 00               | Plant & machinery                      | NIL                              | NIL                              |
| 10,000 00               | Motor vehicles                         | NIL                              | 11,242 20                        |
| 3,500,000 00            | Book debts                             | 169,792 01                       | 1,368,626 93                     |
|                         | Assigned debtor received in error      | 98,057 66                        | 98,057 66                        |
| 30,000 00               | Cash at bank                           | <u>NIL</u>                       | <u>57,853 23</u>                 |
|                         |  | 267,849 67                       | 1,535,780 02                     |
|                         | <b>OTHER REALISATIONS</b>              |                                  |                                  |
|                         | Bank interest, gross                   | NIL                              | 438 60                           |
|                         | Sundry refunds                         | <u>500 00</u>                    | <u>37,829 38</u>                 |
|                         |  | 500 00                           | 38,267 98                        |
|                         | <b>COST OF REALISATIONS</b>            |                                  |                                  |
|                         | Administrators' fees                   | NIL                              | 200,000 00                       |
|                         | Assigned debtor returned               | 98,057 66                        | 98,057 66                        |
|                         | Agents'/Valuers' fees                  | NIL                              | 11,242 20                        |
|                         | Debt collection costs                  | 29,732 66                        | 272,491 98                       |
|                         | Legal fees                             | 12,481 08                        | 57,322 23                        |
|                         | Legal disbursements                    | NIL                              | 82 10                            |
|                         | Professional fees                      | NIL                              | 1,877 90                         |
|                         | Storage costs                          | 3,623 31                         | 25,928 44                        |
|                         | Statutory advertising                  | 153 00                           | 153 00                           |
|                         | Insurance of assets                    | 2,891 68                         | 2,891 68                         |
|                         | Bank charges                           | 112 00                           | 512 00                           |
|                         | VAT paid                               | <u>17,167 11</u>                 | <u>17,167 11</u>                 |
|                         |  | (164,218 50)                     | (687,726 30)                     |
|                         | <b>PREFERENTIAL CREDITORS</b>          |                                  |                                  |
| (140,000 00)            | Employees' wage arrears                | <u>NIL</u>                       | <u>NIL</u>                       |
|                         |  | NIL                              | NIL                              |
|                         | <b>FLOATING CHARGE CREDITORS</b>       |                                  |                                  |
|                         | Floating charge                        | <u>90,927 30</u>                 | <u>464,371 54</u>                |
|                         |  | (90,927 30)                      | (464,371 54)                     |
|                         | <b>UNSECURED CREDITORS</b>             |                                  |                                  |
| (26,459,000 00)         | Trade & expense                        | <u>NIL</u>                       | <u>NIL</u>                       |
|                         |  | NIL                              | NIL                              |
| <b>(23,043,970.00)</b>  |  | <u><b>13,203.87</b></u>          | <u><b>421,950.16</b></u>         |
|                         | <b>REPRESENTED BY</b>                  |                                  |                                  |
|                         | Floating ch VAT rec'able               |                                  | 1,044 84                         |
|                         | Floating charge current NIB ( 14-6-12) |                                  | 384,810 16                       |
|                         | Floating ch VAT control                |                                  | 36,095 16                        |
|                         |  |                                  | <u><b>421,950 16</b></u>         |



*Final progress report*  
*Holloway White Allom Limited (in administration)*  
*KPMG LLP*  
*26 February 2013*

## **Appendix 3**

### **Analysis of Administrators' time costs and schedule of charge-out rates**

## Holloway White Allom Limited - in administration

Analysis of the Administrators' time costs from 1 September 2012 to 1 February 2013

|  | Partner /<br>Director | Manager | Administrator | Support | Total hours   | Time cost         | Average<br>hourly rate |
|--|-----------------------|---------|---------------|---------|---------------|-------------------|------------------------|
| <b>Administration &amp; planning</b>       |                       |         |               |         |               |                   |                        |
| Cashuering                                 |                       |         |               |         |               |                   |                        |
| General (Cashuering)                       |                       | 8 40    | 6 70          | 0 30    | 15 40         | £4,680 50         | £303 93                |
| Reconciliations (& IPS accounting reviews) |                       |         | 0 50          |         | 0 50          | £125 00           | £250 00                |
| General                                    |                       |         |               |         |               |                   |                        |
| Books and records                          |                       |         | 6 50          | 3 30    | 9 80          | £1,962 50         | £200 26                |
| Fees and WIP                               |                       |         | 4 50          |         | 4 50          | £832 50           | £185 00                |
| <b>Statutory and compliance</b>            |                       |         |               |         |               |                   |                        |
| Appointment and related formalities        |                       |         | 2 20          |         | 2 20          | £437 00           | £198 64                |
| Bonding and bordereau                      |                       |         | 0 20          |         | 0 20          | £50 00            | £250 00                |
| Checklist & reviews                        |                       | 4 30    | 6 00          |         | 10 30         | £2,825 00         | £274 27                |
| Closure and related formalities            |                       |         | 0 80          |         | 0 80          | £192 00           | £240 00                |
| Pre-appointment checks                     |                       |         | 0 30          |         | 0 30          | £75 00            | £250 00                |
| Statutory advertising                      |                       |         | 0 60          |         | 0 60          | £150 00           | £250 00                |
| Strategy documents                         | 1 50                  |         | 0 20          |         | 1 70          | £867 50           | £510 29                |
| <b>Tax</b>                                 |                       |         |               |         |               |                   |                        |
| Post appointment corporation tax           | 0 10                  | 2 50    | 1 40          |         | 4 00          | £1,276 00         | £319 00                |
| Post appointment VAT                       |                       | 18 10   | 3 10          |         | 21 20         | £7,326 50         | £345 59                |
| <b>Creditors</b>                           |                       |         |               |         |               |                   |                        |
| <b>Creditors and claims</b>                |                       |         |               |         |               |                   |                        |
| General correspondence                     |                       |         | 16 95         |         | 16 95         | £4,109 00         | £242 42                |
| Secured creditors                          |                       |         | 5 30          |         | 5 30          | £1,318 00         | £248 68                |
| Statutory reports                          | 1 20                  | 1 00    | 10 80         |         | 13 00         | £3,516 50         | £270 50                |
| <b>Employees</b>                           |                       |         |               |         |               |                   |                        |
| Correspondence                             |                       | 1 30    | 1 20          |         | 2 50          | £774 50           | £309 80                |
| DTI redundancy payments service            |                       |         | 0 20          |         | 0 20          | £50 00            | £250 00                |
| <b>Investigation</b>                       |                       |         |               |         |               |                   |                        |
| <b>Directors</b>                           |                       |         |               |         |               |                   |                        |
| D form drafting and submission             |                       | 0 40    |               |         | 0 40          | £146 00           | £365 00                |
| Disqual affidavits and proceedings         |                       |         | 4 90          |         | 4 90          | £883 50           | £180 31                |
| <b>Investigations</b>                      |                       |         |               |         |               |                   |                        |
| Mail redirection                           |                       |         | 0 55          |         | 0 55          | £101 75           | £185 00                |
| <b>Realisation of assets</b>               |                       |         |               |         |               |                   |                        |
| <b>Asset Realisation</b>                   |                       |         |               |         |               |                   |                        |
| Debtors                                    | 0 50                  | 41 00   | 17 85         |         | 59 35         | £19,451 00        | £327 73                |
| Goodwill                                   |                       |         | 1 20          |         | 1 20          | £300 00           | £250 00                |
| Leasehold property                         |                       |         | 0 50          |         | 0 50          | £125 00           | £250 00                |
| Office equipment, fixtures & fittings      |                       |         | 0 40          |         | 0 40          | £100 00           | £250 00                |
| Open cover insurance                       |                       |         | 0 70          |         | 0 70          | £175 00           | £250 00                |
| Other assets                               |                       |         | 1 20          |         | 1 20          | £300 00           | £250 00                |
| <b>Total in period</b>                     |                       |         |               |         | <b>178 65</b> | <b>£52,149 75</b> | <b>£291 91</b>         |

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

Disbursements  
Print Services

£220 61

£220 61

## Schedule of Administrators' charge out rates

|                      | 5 October 2011<br>to 30 September<br>2012 | 1 October 2012 to<br>date |
|----------------------|---|---------------------------|
|                      | £/hour                                    | £/hour                    |
| <b>RESTRUCTURING</b> |   |                           |
| Partner              | 535                                       | 565                       |
| Director             | 460                                       | 485                       |
| Senior Manager       | 425                                       | 450                       |
| Manager              | 345                                       | 365                       |
| Senior Administrator | 240                                       | 250                       |
| Administrator        | 175                                       | 185                       |
| Support staff        | 110                                       | 115                       |



## **Appendix 4**

### **Schedule of expenses**

#### **Schedule of expenses for the period 1 September 2012 to 25 February 2013**

|                              | <b>Paid £</b> | <b>Accrued £</b> | <b>Total for period £</b> |
|------------------------------|---------------|------------------|---------------------------|
| <b>Costs of realisations</b> |               |                  |                           |
| Administrators' fees         | -             | 52,150           | 52,150                    |
| Administrators' expenses     | -             | 221              | 221                       |
|                              | -             | 52,371           | 52,371                    |
|                              | =====         | =====            | =====                     |

### **Notes**

Any additional information regarding Administrators' remuneration and other expenses charged for the period is available from the Administrators upon request by any Secured creditor or any unsecured creditor(s) with at least 5% in value of the unsecured debt in accordance with Rule 2.48A. This request must be made within 21 days of receipt of this report. In addition, creditors are reminded that the quantum can be challenged by any Secured creditor or any unsecured creditor(s) with at least 10% in value (including that creditor's claim) of the unsecured debt by making an application to Court in accordance with Rule 2.109 within eight weeks of receipt of this report. The full text of these Rules can be provided upon request.

## **Appendix 5**

### **Summary of Proposals**

#### **Holloway White Allom Limited**

- To continue to do all such things reasonably expedient and generally exercise all their powers as Administrators as they, in their discretion, consider desirable in order to maximise realisations from the assets of the Company in accordance with the objective as set out above
- To investigate and, if appropriate, pursue any claims the Company may have
- To seek an extension to the administration period if deemed necessary by the Administrators.
- To pay any realisations to secured and preferential creditors, if any
- To file appropriate notices with the Registrar of Companies to dissolve Company on completion of the administration
- To apply to Court to end the administration if one of the criteria set out in Paragraph 79(2) of Schedule B1 of the Act applies to the Company and, if deemed appropriate, to petition the Court for the winding up of the Company. If appropriate the administrators will, at the same time apply to be Joint Liquidators under Section 140 (1) of the Act to be Colin Haig, Howard Smith and David Standish, all of KPMG LLP
- To file appropriate notices with the Registrar of Companies to move into creditors' voluntary liquidation on completion of the administration and the Joint Liquidators be Colin Haig, Howard Smith and David Standish, all of KPMG LLP
- To seek their discharge from liability in respect of any action of theirs as Administrators pursuant to Paragraph 98(1) of Schedule B1 of the Act from the Secured creditors and preferential creditors (if appropriate)
- To draw fees on account from the assets of the Company from time to time during the period of the administration based on time properly spent at KPMG LLP charge out rates that reflect the complexity of the assignment. Also, to draw disbursements from time to time to include category two disbursements
- To pay the costs of KPMG LLP in respect of forensic, tax, VAT and pension advice provided to the Administrators be based on time costs from the assets of the Company