

Liquidator's Progress Report

S.192

Pursuant to Sections 92A and 104A and 192
of the Insolvency Act 1986

To the Registrar of Companies

Company Number

01005098

Name of Company

Contractors Facilities Limited

I / We

Francis Graham Newton, 1 Bridgewater Place, Leeds, LS11 5RU

Edward T Kerr, Pannell House, 159 Charles Street, Leicester, LE1 1LD

the liquidator(s) of the company attach a copy of my/our Progress Report
under section 192 of the Insolvency Act 1986

The Progress Report covers the period from 29/07/2015 to 28/07/2016

Signed



Date

20/7/16

BDO LLP
1 Bridgewater Place
Leeds
LS11 5RU

Ref OCF/FGN/ETK/KNB/JB/JK

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COMPANIES HOUSE



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LS11 5RU

Private & Confidential

20 September 2016

Our Ref 00233453/FGN/CAP/JK

Please ask for James Kershaw
Tel 0113 290 6162
Email james.kershaw@bdo.co.uk

Dear Sirs

Contractors Facilities Limited - In Creditors' Voluntary Liquidation ("the Company")
Registered Address: BDO LLP, 1 Bridgewater Place, Water Lane, Leeds, LS11 5RU
Former Registered Address: Harworth Park, Blyth Road, Harworth, Doncaster, DN11 8DB
Registered number: 01005098
Joint Liquidators: Francis Graham Newton & Edward Terence Kerr
Joint Liquidators' Address: BDO LLP, 1 Bridgewater Place, Water Lane, Leeds, LS11 5RU
Date of Appointment: 29 July 2013

Paul James Bates and I were appointed Joint Liquidators of the Company on 29 July 2013

Please note that on 17 December 2015, an order was made by the High Court of Justice, Chancery Division, Companies Court in London with court reference number CR - 2015 - 8661 removing Paul James Bates as Joint Liquidator of the Company following his resignation from BDO LLP. The court order also provided for Edward Terence Kerr to be appointed as Joint Liquidator in place of Paul James Bates.

In accordance with Section 104A of the Insolvency Act 1986 and Rule 4.49C of the Insolvency Rules 1986, we write to provide members and creditors with a progress report for the period 29 July 2015 to 28 July 2016 ("the Reporting Period").

Please note that we do not intend to report in detail on matters previously disclosed. This report should therefore be read in conjunction with our previous reports.

Joint Liquidators' receipts and payments account

There have been no receipts or payments in the Liquidation.

Assets to be realised

As previously advised, the only realisable asset is an inter-company debt due from Ocanti Opco Limited - In Liquidation ("Opco") in the sum of £236,976. Opco is being administered by PwC LLP.

The Liquidator of Opco has recently issued a notice of intended dividend to its creditors and a first and final dividend is anticipated to be received shortly. The amount is estimated to be in the region of 7.5p in the pound.



Based on information provided by the Liquidator of Opco, the anticipated realisation in respect of the inter-company debt is estimated to be in the region of £18,000

Preferential creditors

We are not aware of any preferential claims against the Company

Unsecured creditors

We have received unsecured creditor claims totalling £6,941,778. These have however yet to be verified and agreed for dividend purposes

Based on current information, it is unlikely that there will be any funds available to pay a dividend to the unsecured creditors

Professional Costs

Joint Liquidators' remuneration for the period 29 July 2013 to 28 July 2016

The Joint Liquidators have incurred total time costs of £12,303 in dealing with matters arising in the Liquidation. This represents 53 hours at an average hourly rate of £232

Joint Liquidators' remuneration for the period 29 July 2015 to 28 July 2016

The Joint Liquidators have incurred time costs in the Reporting Period of £3,394. This represents 15 hours at an average hourly rate of £222

Please find attached the Joint Liquidators' detailed time cost summaries for the above periods.

As previously advised, the Joint Liquidators' remuneration was approved by the Company's unsecured creditors at a meeting held on 29 July 2013

For your guidance, creditors may access information setting out creditors' rights in respect of the approval of Joint Liquidators' remuneration at

<https://www.r3.org.uk/what-we-do/publications/professional/fees>

To date, the Joint Liquidators have not been paid in respect of their time costs

Joint Liquidators' disbursements

No disbursements have been incurred in the Reporting Period

The Joint Liquidators' have incurred the following disbursements in the Liquidation

Narrative	Category 1
	£
Statutory advertising	142
Insolvency Bond	30
Legal fees	874
Pension fees	300
Total	<u>1,346</u>

To date, no disbursements have been repaid to BDO LLP

We enclose a document that outlines the policy of BDO LLP in respect of fees and disbursements

Creditors' rights

At the end of this report is an extract from the Insolvency Rules 1986 setting out the rights of creditors to request further information and/or challenge the remuneration or expenses within the Liquidation.

Other matters

The Insolvency Service has established a central gateway for considering complaints in respect of Insolvency practitioners. In the event that you make a complaint to us but are not satisfied with our response then you should visit <https://www.gov.uk/complain-about-insolvency-practitioner> where you will find further information on how you may pursue the complaint.

Please note that the Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out work related to an insolvency appointment.

If you require any further information please do not hesitate to contact James Kershaw on 0113 290 6162.

Yours faithfully
For and on behalf of
Contractors Facilities Limited



F G Newton
Joint Liquidator

F G Newton is authorised by the Insolvency Practitioners Association in the UK
E T Kerr is authorised by the Institute of Chartered Accountants in England and Wales in the UK

Contractors Facilities Limited - In Liquidation
Joint Liquidators' detailed time costs summary for the period 29 July 2013 to 28 July 2016

Description	PARTNER		MANAGER		ASSISTANT MANAGER		SENIOR ADMINISTRATOR		ADMINISTRATOR		OTHER STAFF		GRAND TOTALS		AV RT
	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	
B Steps on Appointment															
02 Statutory Documentation			2 50	607 50	0 10	18 30	1 50	258 00					4 10	883 80	215 56
04 Meet Directors/Debtors etc			0 50	147 50									0 50	147 50	295 00
B Steps on Appointment Total	-		3 00	755 00	0 10	18 30	1 50	258 00	-				4 60	1,031 30	224 20
C Planning and Strategy															
02 Review Financial Position					2 05	388 00							2 05	388 00	189 27
03 Reviewing Business					1 20	219 60							1 20	219 60	183 00
99 Other Matters	0 10	46 10	0 15	40 65									0 25	86 75	347 00
C Planning and Strategy Total	0 10	46 10	0 15	40 65	3 25	607 60							3 50	694 35	198 39
D General Administration															
01 Insurance Matters					0 10	18 30			0 10	15 50			0 20	33 80	169 00
03 Taxation					3 05	565 35							3 05	565 35	185 36
04 Instruct/Liaise Solicitors					0 15	27 45							0 15	27 45	183 00
05 Investigations			0 35	94 85	2 00	366 00							2 35	460 85	196 11
06 Conduct Reports			0 35	94 85	2 10	384 30							2 45	479 15	195 57
07 Receipts/Payments Account					0 50	92 40	0 55	96 80	1 00	157 55	0 05	2 55	2 10	349 30	166 33
09 Statutory Matters					3 00	571 50							3 00	571 50	190 50
15 General Admin/Correspondence	4 75	2,212 75	0 50	135 50	1 70	312 45	1 65	283 80	1 40	217 00			10 00	3 161 50	316 15
16 Maintain Internal Files			0 40	122 50	4 20	797 40					0 10	5 10	4 70	925 00	196 81
D General Administration Total	4 75	2,212 75	1 60	447 70	16 80	3,135 15	2 20	380 60	2 50	390 05	0 15	7 65	28 00	6 573 90	234 78
E Assets Realisation/Dealing															
07 Debt Collection					0 35	65 85							0 35	65 85	188 14
09 Dealing With Other Assets					0 25	45 75							0 25	45 75	183 00
E Assets Realisation/Dealing Total					0 60	111 60							0 60	111 60	186 00
G Employee Matters															
04 Pension Issues					0 40	73 20							0 40	73 20	183 00
99 Other Matters					1 40	256 20							1 40	256 20	183 00
G Employee Matters Total					1 80	329 40							1 80	329 40	183 00
H Creditor Claims															
04 Non Preferential Creditors					0 85	155 55							0 85	155 55	183 00
H Creditor Claims Total					0 85	155 55							0 85	155 55	183 00
I Reporting															
01 Statutory Reporting	0 50	242 00	0 40	124 00											
04 Reporting to Creditors			1 50	377 50	9 05	1,694 40							9 95	2,060 40	207 08
06 Reporting to other bodies			0 15	46 50									1 50	377 50	251 67
99 Other Matters	2 00	922 00											0 15	46 50	310 00
I Reporting Total	2 50	1,164 00	2 05	548 00	9 05	1 694 40							2 00	922 00	461 00
Grand Total	7 35	3,422 85	6 80	1 791 35	32 45	6,052 00	3 70	638 60	2 50	390 05	0 15	7 65	52 95	12 302 50	232 34

Contractors Facilities Limited - In Liquidation
Joint Liquidators' detailed time costs summary for the period 29 July 2015 to 28 July 2016

Description	PARTNER		MANAGER		ASSISTANT MANAGER		OTHER STAFF		GRAND TOTALS		AV RT
	Hours	Total	Hours	Total	Hours	Total	Hours	Total	Hours	Total	
C Planning and Strategy											
02. Review Financial Position					1 15	223 30			1 15	223 30	194 17
C Planning and Strategy					1 15	223 30			1 15	223 30	194 17
D General Administration											
03. Taxation					0 40	76 80			0 40	76 80	192 00
07. Receipts/Payments Account					0 10	19 20			0 10	19 20	192 00
09. Statutory Matters					2 50	480 00			2 50	480 00	192 00
15. General Admin/Correspondence	1 00	484 00			0 15	28 80			1 15	512 80	445 91
16. Maintain Internal Files			0 30	93 00	2 95	566 40			3 25	659 40	202 89
D General Administration Total	1 00	484 00	0 30	93 00	6 10	1,171 20			7 40	1 748 20	236 24
E Assets Realisation/Dealing											
07. Debt Collection					0 20	38 40			0 20	38 40	192 00
E Assets Realisation/Dealing Total					0 20	38 40			0 20	38 40	192 00
I Reporting											
01. Statutory Reporting	0 50	242 00	0 40	124 00	4 25	816 00	0 75	49 50	5 90	1,231 50	208 73
04. Reporting to Creditors			0 50	106 50					0 50	106 50	213 00
06. Reporting to other bodies			0 15	46 50					0 15	46 50	310 00
I Reporting Total	0 50	242 00	1 05	277 00	4 25	816 00	0 75	49 50	6 55	1,384 50	211 37
Grand Total	1 50	726 00	1 35	370 00	11 70	2,248 90	0 75	49 50	15 30	3,394 40	221 86



In accordance with best practice we provide below details of policies of BDO LLP in respect of fees and expenses for work in relation to the above insolvency

The current charge out rates per hour of staff within our firm who may be involved in working on the insolvency, follows

GRADE	£
Partner	508
Manager	224-393
Assistant Manager	202
Senior Administrator	190-202
Administrator	70-171
Other staff	69

This in no way implies that staff at all such grades will work on the case. The rates charged by BDO LLP, 1 Bridgewater Place, Water Lane, Leeds, LS11 5RU are reviewed in December and July each year and are adjusted to take account of inflation and the firm's overheads

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time. Units of time can be as small as 3 minutes. BDO LLP records work in respect of insolvency work under the following categories:-

- Pre Appointment
- Steps upon Appointment
- Planning and Strategy
- General Administration
- Asset Realisation/Management
- Trading Related Matters
- Employee Matters
- Creditor Claims
- Reporting
- Distribution and Closure
- Other Issues

Under each of the above categories the work is recorded in greater detail in sub categories. Please note that the 11 categories provide greater detail than the six categories recommended by the Recognised Professional Bodies who are responsible for licensing and monitoring insolvency practitioners

Where an officeholder's remuneration is approved on a time cost basis the time invoiced to the case will be subject to VAT at the prevailing rate

Where remuneration has been approved on a time costs basis a periodic report will be provided to any committee appointed by the creditors or in the absence of a committee to the creditors. The report will provide a breakdown of the remuneration drawn and will enable the recipients to see the average rates of such costs

1) Other Costs

Where expenses are incurred in respect of the insolvent estate they will be recharged. Such expenses can be divided into two categories.



2) Category 1

This heading covers expenses where BDO LLP has met a specific cost in respect of the insolvent estate where payment has been made to a third party. Such expenses may include items such as advertising, couriers, travel (by public transport), land registry searches, fees in respect of swearing legal documents etc. In each case the recharge will be reimbursement of a specific expense incurred.

3) Category 2

Insolvency practice additionally provides for the recharge of expenses such as postage, stationery, photocopying charges, telephone, fax and other electronic communications, which cannot be economically recorded in respect of each specific case. Such expenses, which are apportioned to cases, must be approved by the creditors in accordance with the Insolvency Rules 1986, before they can be drawn, and these are known as category 2 disbursements. The policy of BDO LLP, in respect of this appointment is not to recharge any expense which is not a specific cost to the case, therefore there will be no category 2 disbursements charged.

A further disbursement under this heading is the cost of travel where staff use either their own vehicles or company cars in travelling connected with the insolvency. In these cases a charge of 45p per mile is raised which is in line with the Inland Revenue Approved Mileage Rates (median - less than 10,000 miles per annum) which is the amount the firm pays to staff. Where costs are incurred in respect of mileage, approval will be sought in accordance with the Insolvency Rules 1986 to recover this disbursement.

Where applicable, all disbursements will be subject to VAT at the prevailing rate.

BDO LLP

Statement from the Insolvency Rules 1986 (as amended) regarding the rights of creditors in respect of the Joint Liquidators' fees and expenses:

Rule 4.49E Creditors' and members' request for further information

(1) If

- (a) within the period mentioned in paragraph (2)—
 - (i) a secured creditor, or
 - (ii) an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question), or
 - (iii) members of the company in a members' voluntary winding up with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the company, or
- (b) with the permission of the court upon an application made within the period mentioned in paragraph (2)—
 - (i) any unsecured creditor, or
 - (ii) any member of the company in a members' voluntary winding up,

makes a request in writing to the liquidator for further information about remuneration or expenses set out in a progress report in accordance with Rule 4.49B(1)(e) or (f) (including by virtue of Rule 4.49C(5)) or in a draft report under Rule 4.49D, the liquidator must, within 14 days of receipt of the request, comply with paragraph (3) except to the extent that the request is in respect of matter[s] in a draft report under Rule 4.49D or a progress report required by Rule 4.108 which (in either case) was previously included in a progress report not required by Rule 4.108

(2) The period referred to in paragraph (1)(a) and (b) is-

- (a) 7 business days of receipt (by the last of them in the case of an application by more than one member) of the progress report where it is required by Rule 4.108, and
- (b) 21 days of receipt (by the last of them in the case of an application by more than one member) of the report or draft report in any other case

(3) The liquidator complies with this paragraph by either-

- (a) providing all of the information asked for, or
- (b) so far as the liquidator considers that—
 - (i) the time or cost of preparation of the information would be excessive, or
 - (ii) disclosure of the information would be prejudicial to the conduct of the liquidation or might reasonably be expected to lead to violence against any person, or
 - (iii) the liquidator is subject to an obligation of confidentiality in respect of the information, giving reasons for not providing all of the information

Rule 4.131 Creditors' claim that remuneration is or other expenses are excessive

- (1) Any secured creditor, or any unsecured creditor with either the concurrence of at least 10% in value of the creditors (including that creditor) or the permission of the court, may apply to the court for one or more of the orders in paragraph (4)
- (1A) Application may be made on the grounds that-
- (a) the remuneration charged by the liquidator,
 - (b) the basis fixed for the liquidator's remuneration under Rule 4 127, or
 - (c) expenses incurred by the liquidator,
- is or are, in all the circumstances, excessive or, in the case of an application under sub-paragraph (b), inappropriate
- (1B) The application must, subject to any order of the court under Rule 4 49E(5), be made no later than 8 weeks (or, in a case falling within Rule 4 108, 4 weeks) after receipt by the applicant of the progress report, or the draft report under Rule 4 49D, which first reports the charging of the remuneration or the incurring of the expenses in question ("the relevant report")
- (2) The court may, if it thinks that no sufficient cause is shown for a reduction, dismiss the application, but it shall not do so unless the applicant has had an opportunity to attend the court for a hearing, of which he has been given at least 5 business days notice but which is without notice to any other party
- If the application is not dismissed under this paragraph, the court shall fix a venue for it to be heard, and give notice to the applicant accordingly
- (3) The applicant shall, at least 14 days before the hearing, send to the liquidator a notice stating the venue and accompanied by a copy of the application, and of any evidence which the applicant intends to adduce in support of it.
- (4) If the court considers the application to be well-founded, it must make one or more of the following orders-
- (a) an order reducing the amount of remuneration which the liquidator was entitled to charge,
 - (b) an order fixing the basis of remuneration at a reduced rate or amount;
 - (c) an order changing the basis of remuneration,
 - (d) an order that some or all of the remuneration or expenses in question be treated as not being expenses of the liquidation,
 - (e) an order that the liquidator or the liquidator's personal representative pay to the company the amount of the excess of remuneration or expenses or such part of the excess as the court may specify,
- and may make any other order that it thinks just, but an order under sub-paragraph (b) or (c) may be made only in respect of periods after the period covered by the relevant report
- (5) Unless the court orders otherwise, the costs of the application shall be paid by the applicant, and are not payable as an expense of the liquidation