

**Notice of move from administration
to creditors' voluntary liquidation**

Name of Company SCS Upholstery PLC	Company number 02854197
In the High Court Leeds DR {full name of court}	Court case number 983 of 2008

We Mark Granville Firmin
KPMG LLP
Quayside House
110 Quayside
Newcastle upon Tyne
NE1 3DX
United Kingdom

Richard Dixon Fleming
KPMG LLP, 1 The Embankment
Neville Street
Leeds
LS1 4DW

having been appointed Joint Administrators of SCS Upholstery PLC
KPMG LLP, Quayside House 110 Quayside Newcastle-upon-Tyne NE1 3DX

on 3 July 2008 by High Court Leeds DR

hereby give notice that:

(a) Insert name(s) and
address(es) of
liquidator(s)

the provisions of paragraph 83(1) of Schedule B1 to the Insolvency Act 1986 apply, and it is proposed that
Mark Granville Firmin, KPMG LLP, Quayside House, 110 Quayside, Newcastle upon Tyne, NE1 3DX,
United Kingdom and Richard Dixon Fleming, KPMG LLP, 1 The Embankment, Neville Street, Leeds, LS1
4DW

will be the liquidators of the company (IP Nos 9284 8370)

We attach a copy of the final progress report.

Signed


Joint Administrators

Dated

7 May 2009

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 researchers of the public record

Linda Robinson
KPMG LLP
Quayside House
110 Quayside
Newcastle upon Tyne
NE1 3DX

DX Number DX 742280 Newcastle u Tyne 35

Tel +44 191 4013942
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

FRIDAY



CP1 15/05/2009 819
COMPANIES HOUSE



**SCS Upholstery PLC
(in administration)**

**Report to Creditors pursuant
to Rule 2.47 of the
Insolvency Rules 1986**

KPMG LLP

7 May 2009

This report contains 8 pages

mgf/adm/sw/lf



Notice: About this Report

This Report has been prepared by Mark Granville Firmin and Richard Dixon Fleming, the Joint Administrators of SCS Upholstery PLC, solely to comply with their statutory duty under the Insolvency Rules 1986 to report to creditors 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 SCS Upholstery PLC.

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 its 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.

Mark Granville Firmin is authorised to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales.

Richard Dixon Fleming is authorised to act as an insolvency practitioner by the Insolvency Practitioners Association.

The Joint Administrators act as agents for SCS Upholstery PLC 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.



Glossary

Administrators or the Joint Administrators	Mark Granville Firmin and Richard Dixon Fleming of KPMG LLP
Administration Order	The Administration Order granted by the High Court of Justice, Chancery Division, Leeds District Registry in respect of SCS Upholstery PLC on 3 July 2008 (Court administration order number 983 of 2008).
SCS or the Company	SCS Upholstery PLC
ASSL	A Share & Sons Limited
Directors	Michael Francis Browne Paul Bateman Howard Alexander Dominic Beere Nigel Guy Howes Denise Nichola Jagger David Knight Kevin Royal Ronald Turnbull
Barclays	Barclays Bank PLC
KPMG	KPMG LLP

The references in this report to sections, paragraphs or rules are to the Insolvency Act 1986, Schedule B1 of the Insolvency Act 1986 and the Insolvency (Amendment) Rules 2003 respectively.



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1 Introduction

Mark Granville Firmin and Richard Dixon Fleming of KPMG LLP were appointed as Joint Administrators of SCS on 3 July 2008 by the High Court of Justice, Chancery Division, Leeds District Registry, following an application by the Directors pursuant to Paragraph 12 of Schedule B1 of the Insolvency Act 1986.

Mark Granville Firmin is authorised to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales. Richard Dixon Fleming is authorised to act as an insolvency practitioner by the Insolvency Practitioners' Association.

In accordance with Paragraph 100(2) of Schedule B1 of the Insolvency Act 1986 the functions of the Joint Administrators are being exercised by either or both of them.

Further to our progress report dated 30 January 2009, the Joint Administrators now set out their progress report in accordance with Rule 2.47 of the Insolvency Rules 1986. This report covers the period from 3 July 2008 to 7 May 2009.

The appropriate statutory information is set out in Appendix 1.

An abstract of the Joint Administrators receipts and payments account for the period 3 July 2008 to 7 May 2009 is attached at Appendix 2 together with a period account for the period 3 January 2009 to 7 May 2009. All amounts are shown net of VAT.

2 Background and events leading to the petition for an administration order

SCS was a UK listed company. SCS itself did not trade; it had a single subsidiary, ASSL, which operates as a sofa retailer in the UK, having 95 stores nationally and 12 distribution centres. ASSL employed c1300 employees.

SCS announced on 15 June 2008 that it was in discussions with a number of external parties to address the working capital requirements of its suppliers, and therefore its own working capital position. In the year prior to the administration SCS's share price had collapsed by 97 per cent. In addition due to the economic down turn ASSL's turnover had reduced and it was unable to pay its full quarterly rent roll plus ongoing creditor payments in June 2008.

As a result, SCS engaged its auditors, Ernst & Young LLP ("EY") to find a funding line or a buyer for the business and on 23 June 2008 the Board of Directors decided to

suspend SCS's shares in order for these discussions to be developed. It had become clear to SCS that the extent of the additional working capital funding required may result in only negligible value being attributed to the shareholders of SCS.

SCS in conjunction with its advisors, approached several parties which culminated in SCS entering into an exclusivity period with Sun Capital Partners Group V, Inc until 30 June 2008. During this period an offer was submitted by Parlour Product Holding Limited ("PPH") who are an affiliate of Sun European Capital Partners LLP.

The offer was to purchase the shares of ASSL from SCS and to commit a substantial working capital facility to ASSL to allow it to continue to trade and avoid insolvency.

The Directors concluded that SCS was insolvent and resolved to appoint administrators over the Company. They also concluded that administrators would likely be appointed over ASSL in the event the transaction was not completed.

Mark Granville Firmin and Richard Dixon Fleming were approached by SCS to act as Joint Administrators.

3 Purpose, initial strategy and progress of the administration

3.1 Purpose of the Administration

Paragraph 3(1) of Schedule B1 of the Insolvency Act 1986 states that the administrator of a company must perform his functions with the objective of:

- (a) rescuing the company as a going concern *or*;
- (b) achieving a better result for the company's creditors as a whole than would be likely if the company were wound up *or*;
- (c) realising property in order to make a distribution to one or more secured or preferential creditors.

The Administrators concluded that the Company could not be rescued as a going concern, as defined in objective (a). There was only a limited amount of time available to preserve the Company's position and due to the listed status of SCS and the financial position of ASSL, this objective was not possible.

The Administrators have performed their functions in relation to the Company with the objective set out in Rule 3(1)(b); to achieve a better result for the Company's creditors as

a whole than would be likely if the Company were wound up. This is due to the speed of the sale transaction and the listed status of the Company.

3.2 Administration strategy

3.2.1 Initial strategy

The Joint Administrators reviewed the marketing process already undertaken by SCS and assessed that the following options were available:

- sell SCS's shareholding in ASSL in order to preserve ASSL and realise value for SCS's creditors;
- appoint administrators over ASSL to protect the business from its creditors and trade ASSL in administration whilst ASSL was marketed for sale to find alternative purchasers;
- appoint administrators over ASSL to protect the business from its creditors and mothball ASSL until a buyer could be found; or
- appoint administrators over ASSL to protect the business from its creditors, close all of ASSL's stores, and liquidate the assets.

Whilst the Joint Administrators were not given the opportunity to independently market ASSL for sale, the Joint Administrators concluded that a sale to PPH would result in the best outcome for SCS's and ASSL's creditors for the following reasons:

- selling the shares of ASSL enabled the continuation of ASSL in its current format to allow its ongoing liabilities to be met, employees jobs being preserved and customer orders being fulfilled. In addition the potential contingent landlord claims against SCS where SCS has guaranteed some of ASSL's leases would be mitigated by the ongoing trading;
- ASSL could not continue to trade due to inadequate cash flow resources and therefore unless it received an immediate cash injection of £15m with further significant funding being required shortly thereafter, then it would need to be placed into administration;
- if ASSL was placed into administration then it would be very difficult to trade the stores due to the likely adverse reaction from the public who had paid deposits or in full for goods not yet delivered;
- if ASSL was placed into administration then it was highly unlikely that the creditors of ASSL would receive a dividend (which includes SCS which had an inter company balance due from ASSL);
- the completion of the sale to PPH would result in the repayment of the inter company debt between SCS and ASSL which would result in £500,000 being paid to SCS. This payment would be unlikely if ASSL was placed into administration as no dividend was anticipated to ASSL's unsecured creditors;

- due to the severe nature of ASSL's cash flow position there was only a limited time available to market the business prior to an impending insolvency of ASSL, and the PPH offer was the only offer received by SCS for the shares of ASSL;
- in conjunction with Ernst & Young LLP, the Company had contacted several potential interested parties but PPH was the only party to make a formal offer;
- due to the high profile nature of ASSL and significant press articles reporting ASSL's current trading position, any other potential interested parties would have been aware of the investment opportunity and therefore any new interested parties were unlikely to be identified;
- the Directors of both SCS and ASSL were supportive of the share sale transaction;
- the major shareholder of SCS was supportive of the share sale transaction; and
- in all of the scenarios, it was not anticipated that the shareholders of SCS would receive a return.

3.3 Progress of the administration

3.3.1 Sale of Shares

SCS was the 100% shareholder of ASSL. Following the administration appointment, the Joint Administrators sold SCS's shareholding in ASSL for £1 which has been received.

3.3.2 Inter company debtor

As at the date of our appointment, ASSL owed £500,000 to SCS. This debt has been recovered in full.

3.3.3 Interest received

We have received bank interest of £4,883.33 and interest from our solicitors of £1,294.59.

3.4 Investigations

We have concluded the statutory investigations into the conduct of the Directors and management of the Company and submitted a report to the DTI pursuant to the Company Directors Disqualification Act 1986.

3.5 Taxation

Corporation tax may be payable in respect of interest earned in the administration. We are not aware of any other taxation issues arising out of the disposal of assets in the administration.

3.6 Unclaimed dividends

We have received the sum of £5,775.73 from the Company's registrars, representing unclaimed dividends from prior years. We are holding these funds in a separate account pending clarification of the entitlement to this money.

4 Costs of realisation

4.1 Administrators' remuneration

The statutory provisions relating to remuneration are set out in Rule 2.106 of the Insolvency Rules 1986. Further information is given in the Association of Business Recovery Professionals' publication A creditors guide to Administrators' fees, a copy of which can be obtained upon request to the Administrators or by logging on to the R3 website at www.r3.org.uk.

The Joint Administrators proposal that their remuneration be fixed on the basis of time properly spent by them and their staff in dealing with matters arising in the Administration was approved by creditors at the meeting held on 8 September 2008. Attached as Appendix 3 is a detailed analysis of time spent for each grade of staff for the various areas of work carried out as required by the Association of Business Recovery Professionals' *Statement of Insolvency Practice No. 9* ("SIP9").

In the period of our appointment, we have incurred total time costs of £151,778.50 representing 409.7 hours at an average rate of £370.46 per hour. This includes tax and VAT advice from KPMG LLP in-house specialists. These costs have been drawn in full. Attached at Appendix 4 is a schedule of the KPMG LLP rates per hour per grade that have been applied to this case.

Please note that 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. However, the cost of staff employed in central administration functions is not charged directly to this assignment but is reflected in the general level of charge out rates.

4.2 Professional fees

We have made payments to Messrs Pinsent Mason, of £62,500.00 plus disbursements of £5,502.66. Legal fees were incurred as a result of work on the share sale agreement and in support of the Joint Administrators' fulfilling their statutory duties.

4.3 Statement of Affairs fees

We have made a payment of £7,500.00 to Messrs Ernst & Young for assistance provided in the preparation of the Statement of Affairs.

4.4 Irrecoverable VAT

As the Company was subject to partial exemption, it has suffered irrecoverable VAT of £21,347.89.

5 Estimated outcome for creditors

5.1 Secured creditors

Barclays has a Fixed and Floating charge over the Company's assets dated 18 April 2008. However Barclays has confirmed that it does not have any outstanding amounts due from the Company.

5.2 Preferential creditors

We are not aware of any preferential creditors with liabilities against the Company.

5.3 Unsecured creditors

Unsecured creditors' claims continue to be submitted. The current claims total £854,338, including one claim of £749,967.00 submitted by a contingent creditor. These claims have not been agreed.

Based on the value of unsecured claims, the Joint Administrators estimate that there will be a dividend to unsecured creditors but the quantum of the dividend depends on the final agreement of creditors' claims, including the claims of contingent creditors. In the opinion of the administrators, these claims can best be dealt with by a liquidator. We are therefore exiting the administration and placing the Company into Creditors Voluntary Liquidation, in accordance with the proposals agreed by creditors.

6 Administrators' proposals

The Joint Administrators proposals which were approved at the meeting of creditors on 8 September 2008 contained the following resolutions 1 and 2:

RESOLUTION (1):

- to continue to do all such things reasonably expedient and generally exercise all their powers as contained in Schedule B1 to the Insolvency Act 1986 as Joint Administrators as they, in their absolute discretion, consider desirable in order to maximise realisations from the assets of the Company;
- 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 Joint Administrators pursuant to Paragraph 76 of Schedule B1 of the Insolvency Act 1986;

- to allow the administration to cease to have effect following its 12 month period, or any extension thereof;
- to seek if appropriate, permission of the Court to make a distribution to unsecured creditors of the Company pursuant to Paragraph 65 of Schedule B1 of the Insolvency Act 1986 and to seek, if appropriate, any other directions from the Court;
- when it is considered that no further distributions will be made and that the Joint Administrators have concluded their duties, to take the necessary steps to move the Company from administration to dissolution, pursuant to Paragraph 84 of Schedule of B1 of the Insolvency Act 1986;
- if the Joint Administrators consider that a distribution will be made to unsecured creditors of the Company, and if deemed appropriate by the Joint Administrators, to take the necessary steps to move the Company into Creditors' Voluntary Liquidation pursuant to Paragraph 83 of Schedule B1 of the Insolvency Act 1986;
- if Creditors Voluntary Liquidation is deemed appropriate, that the Joint Administrators will seek the appointment of Mark Granville Firmin and Richard Dixon Fleming of KPMG LLP as Joint Liquidators of the Company, at the appropriate time without any further recourse to creditors. In accordance with Paragraph 83(7) of Schedule B1 of the Insolvency Act 1986 and Rule 2.117(3) of the Insolvency Rules 1986, creditors may nominate a different person as the proposed liquidator, provided that the nomination is made after the receipt of the proposals and before the proposals are approved;
- if one of the criteria set out in Paragraph 79(2) of Schedule B1 of the Insolvency Act 1986 apply to the Company, the Joint Administrators can make an application to Court to end the administration and, if deemed appropriate, to petition the Court for the winding up of the Company. If appropriate, the Joint Administrators will, at the same time, apply to be appointed as Joint Liquidators under Section 140(1) of the Insolvency Act 1986;
- in the event that Mark Granville Firmin and Richard Dixon Fleming are appointed as Joint Liquidators then they will act jointly and severally; and
- the Joint Administrators will be discharged from liability under Paragraph 98 of Schedule B1 of the Insolvency Act 1986 immediately upon their appointment as Joint Administrators ceasing to have effect.

RESOLUTION (2):

- in the event that no Creditors' Committee is formed, the Joint Administrators be authorised 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 working on the case at KPMG LLP charge out rates that reflect the complexity of the assignment in accordance with rule 2.106. In the event that Mark Granville Firmin and Richard Dixon Fleming be appointed Joint Liquidators then they will be able to draw fees on the same basis as the Joint Administrators as agreed by the Company's creditors.

Also, that the Joint Administrators be authorised to draw disbursements from time to time to include category two disbursements; and

- that the costs of KPMG LLP in respect of health and safety, tax, VAT and pension advice provided to the Joint Administrators be based upon time costs and shall be paid out of the assets of the Company.

7 Conclusion of the administration

As detailed above, the administrators consider that the most effective way of finalising creditors' claims is through a Creditors Voluntary Liquidation. In accordance with the agreed proposals, we have filed form 2.34B, notice of move from administration to creditors' voluntary liquidation. The appointment of Mark Granville Firmin and Richard Dixon Fleming as joint liquidators will take effect once the form is registered by Companies House.

The only assets to be dealt with in the liquidation are cash of £255,142.94 and VAT recoverable of £1,714.81. It will also be necessary to deal with the unclaimed dividends of £5,775.73.

Should you have any queries regarding the content of this report please contact Duncan Mackenzie on 0191 4013768.



Mark Firmin
Joint Administrator

Appendix 1 – Statutory Information

SCS Upholstery PLC

Date of Incorporation	1993																		
Company Registration No.	02854197																		
Previous names	A Share & Sons (Holdings) Limited until 28/11/1997 Hoodco 434 Limited until 7/12/1993																		
Previous Registered Office	45-49 Villiers Street Sunderland SR1 1HA United Kingdom																		
Present Registered Office	KPMG LLP Quayside House 110 the Quayside Newcastle upon Tyne NE1 3DX																		
Trading Address	45-49 Villiers Street Sunderland SR1 1HA United Kingdom																		
Authorised Share Capital	600,000,000																		
Called up Share Capital	34,104,284																		
Shareholders	See attached list (Appendix 8)																		
Directors	<table> <tr> <td>Michael Francis Browne</td><td>7,650,000</td></tr> <tr> <td>Paul Bateman</td><td></td></tr> <tr> <td>Howard Alexander</td><td>35,778</td></tr> <tr> <td>Dominic Beere</td><td></td></tr> <tr> <td>Nigel Guy Howes</td><td></td></tr> <tr> <td>Denise Nichola Jagger</td><td></td></tr> <tr> <td>David Knight</td><td>250,020</td></tr> <tr> <td>Kevin Royal</td><td></td></tr> <tr> <td>Ronald Turnbull</td><td>57,824</td></tr> </table>	Michael Francis Browne	7,650,000	Paul Bateman		Howard Alexander	35,778	Dominic Beere		Nigel Guy Howes		Denise Nichola Jagger		David Knight	250,020	Kevin Royal		Ronald Turnbull	57,824
Michael Francis Browne	7,650,000																		
Paul Bateman																			
Howard Alexander	35,778																		
Dominic Beere																			
Nigel Guy Howes																			
Denise Nichola Jagger																			
David Knight	250,020																		
Kevin Royal																			
Ronald Turnbull	57,824																		
Company Secretary	Ronald Turnbull																		
Employees	nil																		



SCS Upholstery PLC (in administration)
Report to Creditors pursuant to Rule 2.47 of the Insolvency Rules 1986
KPMG LLP
7 May 2009

Appendix 2 – Receipts and payments account

SCS Upholstery PLC
(In Administration)
Administrators' Abstract of Receipts & Payments

Statement of Affairs		From 03/01/2009 To 07/05/2009	From 03/07/2008 To 07/05/2009
	ASSET REALISATIONS		
500,000.00	Inter group debtor	NIL	500,000.00
1.00	Investment in subsidiary	NIL	1.00
		NIL	500,001.00
	OTHER REALISATIONS		
	Bank interest, gross	128.64	4,883.33
	Interest received on solicitors account	NIL	1,294.59
	Unclaimed Dividends	5,775.73	5,775.73
		5,904.37	11,953.65
	COST OF REALISATIONS		
	Statement of affairs work	NIL	7,500.00
	Administrators' fees	151,778.50	151,778.50
	Irrecoverable VAT	21,347.89	21,347.89
	Legal fees	NIL	62,500.00
	Legal disbursements	NIL	5,502.66
	Statutory advertising	NIL	663.84
	Bank charges	9.49	28.28
	Unclaimed dividends	5,775.73	5,775.73
	Funds to Liquidator	255,142.94	255,142.94
		(434,034.55)	(510,239.84)
	UNSECURED CREDITORS		
(61,575.00)	Trade & expense	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(341,000.00)	Ordinary shareholders	NIL	NIL
		NIL	NIL
97,426.00		(428,150.18)	1,714.81
	REPRESENTED BY		
	Floating ch. VAT rec'able		1,714.81
			1,714.81

.....
Mark Granville Firmin
Administrator

RECEIPTS

£

Brought forward from previous Abstract (if Any)

506,050.28

Bank interest, gross

128.64

Unclaimed Dividends

5,775.73

Floating ch. VAT rec'dable

11,614.34

* Delete as
appropriate

Carried forward to

523,568.99

* continuation sheet / next abstract

PAYMENTS

£

Brought forward from previous Abstract (if Any)

89,514.44

Administrators' fees

151,778.50

Irrecoverable VAT

21,347.89

Bank charges

9.49

Unclaimed dividends

5,775.73

Funds to Liquidator

255,142.94

* Delete as
appropriate

Carried forward to

523,568.99

* continuation sheet / next abstract

Note - The receipts and payments must severally be added up at the foot of each sheet and the totals carried forward from one abstract to another without any intermediate balance so that the gross totals shall represent the total amounts received and paid by the administrator since he was appointed



SCS Upholstery PLC (in administration)
Report to Creditors pursuant to Rule 2.47 of the Insolvency Rules 1986
KPMG LLP
7 May 2009

Appendix 3 - Summary of administrators' time costs

SeS Upholstery plc

Reporting period: 03 January 2009 to 30 April 2009

SIP 9 Compliant fees worksheet

Consolidated time spent by grade

Activity	Partner/Director	Management	Administrators	Support	Total Hours	Total Cost £	Average Rate £
Administration & planning							
Statutory Receipts & Payments	-	-	2.40	-	2.40	456.00	190.00
Strategy documents	1.50	-	-	-	1.50	787.50	525.00
Closure & related formalities	4.00	-	-	-	4.00	2,100.00	525.00
Checklist & Reviews	0.50	3.00	10.00	-	13.50	3,452.50	255.74
Shareholder correspondence	-	-	3.00	-	3.00	570.00	190.00
Reports to shareholders	13.00	-	6.50	-	19.50	8,060.00	413.33
Share registers	2.00	-	-	-	2.00	1,050.00	525.00
Fees & WIP	3.00	-	1.00	-	4.00	1,765.00	441.25
Books and records	-	-	0.50	-	0.50	95.00	190.00
General cashiering	-	-	0.20	-	0.20	38.00	190.00
Reconciliations	-	-	2.00	-	2.00	380.00	190.00
Post appointment VAT	-	-	5.70	-	5.70	1,083.00	190.00
Post appointment CT	-	0.60	2.60	-	3.20	698.00	218.13
	24.00	3.60	33.90	-	61.50	20,535.00	333.90

Investigation
Realisation of assets
Trading

Creditors							
Creditor correspondence	3.00	-	5.50	-	8.50	2,620.00	308.24
Reports to creditors	2.00	-	10.50	-	12.50	3,045.00	243.60
Reports to committee	-	-	1.60	-	1.60	304.00	190.00
	5.00	-	17.60	-	22.60	5,969.00	264.12
	29.00	3.60	51.50	-	84.10	26,504.00	315.15

Total hours/cost

	Fees drawn	Hours/Costs to date
B/f	-	325.60 125,274.50 384.75
In the period	125,274.50	84.10 26,504.00 315.15
C/f	-	409.70 151,778.50 370.46

Notes

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 charge out rates.



Appendix 4 - KPMG LLP charge out rates

Grade	Hourly rate from 1 October 2007 onwards (£)
Partner	600
Director	525
Senior Manager	430
Manager	340
Senior Administrator	240
Administrator	190
Support	100