

The Insolvency Act 1986

Administrator's progress report

Name of Company Millennium Motor Group Limited	Company number 03274158
In the High Court of Justice Chancery Division Companies Court (full name of court)	Court case number 9438 of 2012

(a) Insert full name(s) and address(es) of administrator(s)

We (a)

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Zolfo Cooper
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26 Spring Gardens
Manchester
M2 1AB

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

(b) Insert date

From

(b) 10 June 2013

To

(b) 14 October 2013

Signed


 Joint Administrator

Dated

18 October 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

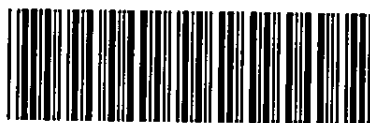
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When you have completed and signed this form, please send it to the registrar of Companies at -
Companies House, Crown Way, Cardiff CF14 3UZ DX 33050 Cardiff

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COMPANIES HOUSE

Joint Administrators' Final Progress Report for the period 10 June 2013 to 14 October 2013

Drive Assist UK Limited and
Millennium Motor Group Limited
Both in Administration

18 October 2013

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1 Statutory information

- 1 1 Alastair Beveridge, Ryan Grant and Simon Wilson were appointed as Joint Administrators of Drive Assist UK Limited (**Drive Assist**) and Millennium Motor Group Limited (**Millennium**) (together the **Companies**) on 10 December 2012 by the directors of the Companies, c/o Tamworth House, Ventura Park Road, Bitterscote, Tamworth, Staffordshire, B78 3HL
- 1 2 The Administrations are being handled by Zolfo Cooper's Manchester office, situated at The Zenith Building, 26 Spring Gardens, Manchester, M2 1AB, and are registered in the High Court of Justice, Chancery Division, Companies Court under reference numbers 9429 and 9438 of 2012.
- 1 3 The trading addresses for the Companies were as follows
 - Drive Assist - Tamworth House, Ventura Park Road, Bitterscote, Tamworth, Staffordshire, B78 3HL (**Tamworth House**) plus 13 other depots located throughout the UK.
 - Millennium - traded as Nottingham Autopark from leasehold premises located at 565-567 Woodborough Road, Mapperley, Nottingham, NG3 5GG (**Nottingham**)
- 1 4 The registered offices of the Companies have been changed to c/o Zolfo Cooper, The Zenith Building, 26 Spring Gardens, Manchester, M2 1AB and the registered numbers are 02737288 and 03274158 for Drive Assist and Millennium respectively
- 1 5 In accordance with paragraph 100(2) of schedule B1 of the Insolvency Act 1986, all functions are to be exercised by any or all of the Joint Administrators

2 Joint Administrators' proposals

- 2 1 As advised in the Joint Administrators' Statement of Proposals (the **Proposals**), the Joint Administrators must perform their functions with the purpose of achieving one of the following objectives.
 - rescuing the Companies as going concerns; or
 - achieving a better result for the Companies' creditors as a whole than would be likely if the Companies were wound up (without first being in administration); or
 - realising property in order to make a distribution to one or more secured or preferential creditors
- 2 2 The Proposals advised that the second objective was being pursued, namely achieving a better result for the Companies' creditors as a whole than would be likely if the Companies were wound up.
- 2 3 This objective has been achieved via an orderly wind down of the Companies' operations. This has enabled debtor recoveries to be maximised as the retained employees were able to liaise effectively with the relevant parties to arrange settlements of claims, whilst keeping the costs of realisation to a minimum

- 2 4 It has also been possible to recover certain credit hire and repair charges which had not been billed prior to appointment and for many claims in process to be completed and invoiced. This would not have been possible had the Companies' operations ceased immediately following appointment.

3 Progress of the Administrations

- 3 1 Attached at Appendix A are Receipts and Payments Accounts for the period 10 June 2013 to 14 October 2013, together with Cumulative Receipts and Payments Accounts for the period 10 December 2012 to 14 October 2013
- 3 2 The analysis of receipts and payments excludes the following costs which have been incurred but not yet paid. All costs will be paid in accordance with the credit terms of each supplier and will be paid by the subsequently appointed Joint Liquidators

	Cost category	Supplier	Amount not yet paid £
Drive Assist	Legal fees	Jones Day	15,192
Drive Assist	Agent's fees	Hilco Appraisal Limited	4,800
Drive Assist	Professional advice	Norton Rose Fulbright LLP	159,326
Drive Assist	Payroll costs	Payco ERA	9,040
Millennium	Payroll costs	Payco ERA	300
Drive Assist	IT costs	Palmer Legal Technologies	4,724
Drive Assist	Insurance	Willis Limited	564,625
Total Drive Assist			758,007
Total Millennium			300

- 3 3 This report should be read in conjunction with the Proposals and the Joint Administrators' Progress Report dated 8 July 2013 (the Progress Report)

Debtors

- 3 4 The following table summarises the book debts due to the Companies as at 10 December 2012

£000	Credit hire	Credit repair	Sundry claims	Commission	Millennium	Total
Gross ledger balance	85,143	12,642	2,704	1,737	772	102,998
Less						
VAT	(14,190)	-	-	-	-	(14,190)
Intercompany balances	-	-	-	-	(676)	(676)
Identified irrecoverable amounts	(24,216)	(1,073)	-	-	-	(25,289)
Total collectable balance	46,737	11,569	2,704	1,737	96	62,843
Collections to date	9,592	4,337	344	844	58	15,174

Drive Assist

- 3 5 Since 10 June 2013, £2 111 million has been received in relation credit hire and £559,415 of credit repair, taking total collections to £9.592 million and £4 337 million respectively.
- 3.6 A total of £1 188 million has been collected from sundry claims and commission debtors, representing an increase of £22,855 since the Progress Report

Millennium

- 3.7 Book debt collections to date total £57,934. The Joint Liquidators will continue to pursue the remaining ledger.

Post-appointment Invoices

Drive Assist

- 3.8 Since appointment, credit hire invoices totalling approximately £15.916 million have been raised, of which £4.740 million has been recovered to date.
- 3.9 Similarly, credit repair invoices totalling £803,000 have been raised, of which £402,263 has been recovered.

Unencumbered vehicles

- 3.10 Since the Progress Report, private treaty sales of the remaining 17 vehicles have been completed, and total realisations to date are £175,551 and £422,849 for Drive Assist and Millennium respectively. The proceeds from the sale of six of the vehicles are currently held by our agents Hilco Appraisal Limited and will be remitted to the Joint Liquidators shortly.
- 3.11 Insurance claims submitted in respect of the three stolen Millennium vehicles are being progressed to settlement.

Property

- 3.12 The sale of Tamworth House was completed on 30 September 2013 for £1.381 million.

Cash at bank

Total loss monies

- 3.13 As previously reported, the Joint Administrators identified funds held within two non-FSA client accounts as being owed to individuals with total loss claims. In addition, a small number of post appointment receipts also relate to payments due to total loss claimants, resulting in a total balance of £144,403 being payable. The Joint Liquidators will continue to take the appropriate steps to distribute the funds to the appropriate parties.

Fixtures, fittings and other assets

Drive Assist

- 3.14 Further realisations of £20,000 have been made since the Progress Report in relation to fixtures and fittings located at Tamworth House. In total £30,190 of fixtures and fittings have been realised since the Joint Administrators' appointment.
- 3.15 Applications for refunds of road fund licences totalling approximately £198,000 have been submitted. To date refunds of £196,583 have been received.

- 3 16 A total of £26,494 has been received during the period in relation to bank interest and interest on litigated claims, bringing total realisations to £49,997 Rates refunds of £35,392 have also been received in the Administration

4 Assets still to be realised

- 4 1 The following assets have yet to be realised and will be dealt with by the Joint Liquidators, once appointed
- debtor collections (pre and post appointment), and
 - road fund licence refunds

5 Investigations

- 5 1 As previously reported, investigations have been conducted into the conduct of the directors, as required by the Company Directors Disqualification Act, and Statement of Insolvency Practice 2 - Investigations by Office Holders in Administrations and Insolvent Liquidations The reports on the conduct of the directors are confidential and not available for creditors to review

6 Pre-administration costs

- 6.1 All pre-appointment costs have been paid in line with the amounts stated in the Proposals. Approval to pay these costs was received from the Companies' secured and preferential creditors on 18 February 2013.

7 Joint Administrators' remuneration

- 7.1 In accordance with rule 2 106 of the Insolvency Rules 1986 as amended, the secured and preferential creditors approved on 18 February 2013 that the basis of the Joint Administrators' remuneration be fixed by reference to the time properly spent by them and their staff on matters arising in the Administrations.

- 7 2 A summary of the time costs for the period 10 June 2013 to 14 October 2013 are shown in the table below

Company	Time costs, £	Total hours	Average rate per hour £
Drive Assist	889,218	2,696	330
Millennium	21,605	68	316

- 7 3 Attached at Appendix B are Time Analyses for the period which provide details of the costs incurred by activity and by staff grade

- 7 4 Principal areas of activity during the period are discussed in further detail below

- Administration and planning - monitoring the administration strategies, complying with statutory duties and performing general administrative work. Significant time has been spent here in relation to the Companies' tax and VAT matters Case related treasury and support time is also recorded here and includes the processing of general payments made and received and bank reconciliations

- **Investigations** - conducting investigations into the directors' conduct, together with the Companies' dealings prior to the Administrations.
- **Realisation of assets - fixed charge** - monitoring the realisation strategy and complying with security and insurance requirements at Tamworth House Managing the freehold marketing process, liaising with agents, negotiating with interested parties and reviewing offers received during the sales process
- **Realisation of assets - floating charge** - liaising with agents with regards to the realisation strategy and managing the sale process of the remaining unencumbered vehicles and fixtures and fittings. Time spent communicating with landlords in relation to the occupation and subsequent vacation of the leasehold sites and notifying all relevant parties of the depot closures is also recorded here.
- **Realisation of assets - debtors** - reviewing the Companies' debtor ledgers and liaising with Companies' staff regarding likely realisations, communicating and negotiating with debtors regarding outstanding balances and dealing with disputes. Time has also been spent liaising with the relevant employees, agents and sub-contractors, whose services have been enlisted to assist with the debt collection
- **Trading** - time has been spent liaising with and placing orders with suppliers, making related payments, facilitating the gradual wind down of the Companies' activities and employee matters Treasury time relating to trading receipts and payments is also recorded here and includes payment of employee wages
- **Creditors** - preparing statutory reports, dealing with employee claims and reporting to the secured creditors. A significant amount of time has been spent dealing with creditor enquiries and correspondence

7.5 A copy of 'A Creditors' Guide to Administrations' which includes guidance on Administrators' fees can be downloaded from Zolfo Cooper's creditor portal (<http://www.zcinfoportal.com>) If you would prefer this to be sent to you in hard copy please contact Suzie Friedrich on 0161 838 4583 or driveassistcreditors@zolfocooper.eu.

7.6 Attached at Appendix C are Cumulative Time Analyses for the period 10 December 2012 to 14 October 2013 which provide details of the activity costs incurred by staff grade since the Joint Administrators' appointments.

7.7 The below table details the fees drawn to date, together with the category 1 and 2 disbursements drawn on each Administration.

Company	Fees drawn £	Category 1 disbursements £	Category 2 disbursements £
Drive Assist	1,700,000	59,780	9,627
Millennium	15,000	8,886	269

7.8 Final remuneration for the Administrations, up to a maximum of £1.266m in Drive Assist and £71,755 in Millennium, being the balance of the total time costs incurred, will be paid in the subsequent Liquidations, in addition to any unpaid disbursements

7.9 The following category 2 disbursements have been applied.

- Photocopying - charged at the rate of 10 pence per sheet for notifications and reports to creditors and other copying.
- Printing - charged at the rate of 10 pence per sheet for black and white printing and 15 pence per sheet for colour
- Business mileage for staff travel - charged at the rate of 45 pence per mile.

- 7 10 Information in relation to the Joint Administrators' policy on staffing, the use of sub-contractors, disbursements and details of their current charge-out rates by staff grade is provided at Appendix D.

8 Outcome for creditors

Secured creditor

- 8 1 The Companies granted fixed and floating charges to Royal Bank of Scotland Plc (RBS), Haymarket Financial Luxembourg 3 SARL, Hayfin Opal 3 SARL and IKB Deutsche Industriebank AG, London Branch (together the Senior Lenders) on 1 February 2007 and 1 July 2011. At the date of appointment, the Senior Lenders were owed approximately £40.2 million (excluding accrued interest and charges) under their security and are currently expected to suffer a shortfall.
- 8 2 No distributions have to date been made to the Senior Lenders.
- 8.3 As previously reported, a £1 million facility was provided to Millennium by Barclays Bank Plc (Barclays), which has been repaid in full by RBS who guaranteed the debt.
- 8 4 On 1 February 2007 and 1 July 2011, Drive Assist granted various fixed charges to the vehicle funders. The charges consisted of a receivables and insurance charge and various charges over deposits held in bank accounts.
- 8 5 In addition, the fleet vehicles which were financed by three vehicle funders, as discussed in the Proposals, were also subject to the security granted to the vehicle funders. It is expected that the vehicle funders will suffer a shortfall against their lending. Any such shortfall will rank as an unsecured claim against Drive Assist.

Preferential creditors

- 8 6 The preferential creditors are anticipated to be in the region of £174,000 in Drive Assist and £19,000 in Millennium. The preferential creditors will be paid in full in both Companies.
- 8 7 Details of the payments made to the employees of Millennium have recently been received from the Redundancy Payments Service (RPS), and it is therefore expected that a preferential dividend will be paid within the next three months.
- 8 8 The timing of any preferential dividend on Drive Assist is dependent upon receipt of claim details from the RPS, and the Joint Administrators continue to liaise with the RPS in this regard.

Unsecured Creditors

- 8 9 Pursuant to section 176A of the Insolvency Act 1986, where there is a floating charge which post-dates 15 September 2003, the Joint Administrators are required to create a fund from the Companies' net property available for the benefit of unsecured creditors (Unsecured Creditors' Fund).
- 8.10 As the Companies granted floating charges to the Senior Lenders after 15 September 2003, the Joint Administrators are required to create Unsecured Creditors' Funds.

Drive Assist

- 8.11 Based on realisations to date, the value of the Unsecured Creditors' Fund will be at the maximum level of £600,000. These funds will be set aside for creditors and a dividend paid in the forthcoming Liquidation.
- 8.12 As previously reported, the directors' Statement of Affairs (SOA) stated that the unsecured creditors totalled £37.949 million. Providing claims are received in line with the SOA, this would give rise to an unsecured dividend in the region of one penny in the pound (before costs).

Millennium

- 8.13 Based on present information, the amount available for the Unsecured Creditors' Fund is estimated to be approximately £70,000.
- 8.14 The directors' SOA stated that Millennium had unsecured creditors of £2.804 million. Should unsecured claims be in line with the SOA, this would give rise to an unsecured dividend of approximately two pence in the pound, before costs.

9 Ending the Administrations

Creditors voluntary liquidation (CVL)

- 9.1 As dividends are available to unsecured creditors in both Companies by virtue of the Unsecured Creditors' Funds, the Joint Administrators have filed notices at the Registrar of Companies in order that the Administrations cease and the Companies automatically move into CVL. Copies of these documents have also been sent to the Companies and their creditors. The Joint Administrators' appointments end following the registration of the notices by the Registrar of Companies. In accordance with the Proposals, Alastair Beveridge, Ryan Grant and Anne O'Keefe become the Joint Liquidators of the CVLs.

Discharge from liability

- 9.2 The Joint Administrators have been discharged from liability under paragraph 98 of schedule B1 of the Insolvency Act 1986 directly after their appointments cease to have effect.

10 Creditors' rights

- 10.1 Within 21 days of the receipt of the report, a secured creditor, or an unsecured creditor (with the agreement of at least 5% of the value of the unsecured creditors), may request in writing that the Joint Administrators provide further information about their remuneration or expenses (other than pre-administration costs) which have been itemised in this progress report.

- 10.2 Any secured creditor, or an unsecured creditor (with the agreement of at least 10% of the value of unsecured creditors), may, within eight weeks of receipt of this progress report, make an application to court on the grounds that the basis fixed for the Joint Administrators' remuneration is inappropriate, or that the remuneration or the expenses incurred by the Joint Administrators as set out in this progress report are excessive.

For and on behalf of
The Companies



Alastair Beveridge
Joint Administrator

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**Receipts and Payments Accounts for the period
10 June 2013 to 14 October 2013 and Cumulative
Accounts for the period 10 December 2012 to
14 October 2013**

Appendix A

Drive Assist UK Limited

Statement of Affairs £	Period £	Cumulative £
Fixed charge assets		
Receipts		
1,599,197 Freehold property	1,381,000	1,381,000
Bank interest	52	52
	<u>1,381,052</u>	<u>1,381,052</u>
Payments		
Property agent's fees	21,062	21,062
	<u>(21,062)</u>	<u>(21,062)</u>
Balance of fixed charge assets	<u>1,359,990</u>	<u>1,359,990</u>
Floating charge assets		
Receipts		
26,301,378 Credit hire - pre-appointment	2,110,757	9,591,822
Credit hire - post-appointment	634,535	4,740,318
8,422,434 Repair claims - pre-appointment	559,415	4,336,610
Repair claims - post-appointment	20,879	402,263
- Commission rebates	299,523	844,160
Third party funds	1,572	144,403
157,635 Fleet repair claims	18,450	238,015
Total loss	191,863	612,541
957,571 Excess, fines and damages	91	40,373
Direct hire	-	5,338
Sundry debtors received	4,314	60,152
- Intercompany book debts	-	15,192
Vehicle funders' contribution	-	1,053,465
- Road fund licence refunds	(1,399)	196,583
1,017,192 Motor vehicles	21,833	175,551
42,404 Stolen vehicles	-	-
154,752 Cash at bank	-	135,387
- Rates refunds	-	35,392
20,000 Fixtures and fittings	20,000	30,190
Interest on litigated claims	8,066	24,333
Bank interest	18,428	25,664
Unallocated receipts	9,464	92,806
Miscellaneous income	20	94
	<u>3,917,811</u>	<u>22,800,652</u>

**Receipts and Payments Accounts for the period
10 June 2013 to 14 October 2013 and Cumulative
Accounts for the period 10 December 2012 to
14 October 2013 (cont'd)**

Appendix A

	Period	Cumulative
	£	£
Payments		
Pre-appointment fees and disbursements		
Zolfo Cooper LLP	-	155,955
Deloitte LLP	-	49,218
Linklaters	77,790	77,790
Travers Smith LLP	-	8,723
Joint Administrators' fees	-	1,700,000
Category 1 disbursements		
Stationery and postage	9,126	17,753
Statutory advertising	-	906
Redirection of mail	-	944
Telephone charges	-	226
Room hire	-	370
Storage costs	13,832	19,895
Travel and subsistence	139	18,911
Specific penalty bond	-	775
Category 2 disbursements		
Mileage	-	8,177
Internal postage and photocopying	-	1,450
Debt collection fees	48,994	190,960
Agents' / valuers' fees	22,000	69,956
Payroll agent's fees	4,347	27,506
Legal fees	250,731	363,323
Legal disbursements	27,146	27,510
Road fund licences	510	6,429
Other vehicle costs	7,798	16,658
IT costs	53,199	81,725
Fuel costs	2,488	64,823
Deposit for fuel	(9,000)	1,000
Ransom costs	-	43,079
Security costs	3,090	76,571
Employee expenses	420	6,386
Professional fees	22,758	305,450
Utilities	171,882	205,596
Rents	-	90,948
Rates	1,634	33,393
Other property expenses	18,657	54,262
Insurance of assets	-	10,513

**Receipts and Payments Accounts for the period
10 June 2013 to 14 October 2013 and Cumulative
Accounts for the period 10 December 2012 to
14 October 2013 (cont'd)**

Appendix A

	Period £	Cumulative £
Wages and salaries	235,879	1,660,343
PAYE and National Insurance	144,821	667,687
Cleaning and maintenance	8,432	17,430
Bank charges	515	782
	(1,117,188)	(6,083,423)
Balance of floating charge assets	2,800,623	16,717,229
Total balance	4,160,613	18,077,219
Represented by		
VAT receivable		(559,694)
Interest bearing accounts		18,636,913
		18,077,219

Since the Progress Report, a detailed review into the allocation of cash received has been undertaken, and a reallocation of certain income and costs completed, which is reflected above

**Receipts and Payments Accounts for the period
10 June 2013 to 14 October 2013 and Cumulative
Accounts for the period 10 December 2012 to
14 October 2013 (cont'd)**

Appendix A

Millennium Motor Group Limited

Statement of Affairs £	Period £	Cumulative £
Floating charge assets		
Receipts		
853,425 Motor vehicles	34,117	422,849
70,284 Book debts	-	57,934
15,005 Furniture and equipment	-	26,000
17,714 Stock	-	4,000
Rates refund	7,878	7,878
Third party deposits	-	-
Sundry refund	-	53
Bank interest	72	83
	<u>42,067</u>	<u>518,797</u>
Payments		
Pre-administration legal fees	-	8,722
Joint Administrators' fees	-	15,000
Category 1 disbursements		
Stationery, postage and photocopying	210	677
Specific penalty bond	-	210
Travel and subsistence	-	3,870
Storage costs	1,158	4,129
Category 2 disbursements		
Mileage	-	205
Internal postage and photocopying	-	64
Payroll agent's fees	12	404
Security costs	-	8,354
Utilities	-	4,304
Rents	-	17,644
Rates	-	6,060
Other property expenses	-	210
Wages and salaries	-	705
PAYE and National Insurance	209	3,547
Bank charges	3	7
	<u>(1,592)</u>	<u>(74,112)</u>
Balance of floating charge assets	<u>40,475</u>	<u>444,685</u>
Represented by		
Interest bearing account		449,408
VAT payable		(4,723)
		<u>444,685</u>

Time Analyses for the period 10 June 2013 to 14 October 2013

Appendix B

Drive Assist UK Limited

	Employee grade (hours)				£		
	Partner/ director	Senior associate	Associate/ analyst	Junior analyst/ support	Total hours	Total cost	Average rate per hour
Administration and planning							
Planning	0.8		2.0	1.3	4.1	1,144.00	279
Strategy and control	47.9	6.6	14.1	1.6	70.2	33,139.00	472
Statutory duties	0.1	5.1	4.5	0.3	10.0	3,554.50	355
Case administration	0.4	3.2	12.0	2.6	18.2	5,774.00	317
Accounting and treasury	6.0	141.8	49.7	102.3	299.8	89,784.00	299
Travel and waiting time	14.5	56.9	30.0		101.4	38,781.00	382
Internal documentation	0.1	1.5	15.0	16.4	33.0	7,571.00	229
Investigations							
Director conduct reports	0.7	1.5	1.5	2.2	5.9	1,729.00	293
Other investigations	114.1	243.7	140.4	8.5	506.7	193,190.70	381
Internal documentation	3.0		0.6	7.9	11.5	2,832.00	246
Realisation of assets - fixed charge							
Asset realisation strategy	0.5	1.1	3.0		4.6	1,659.00	361
Sale of assets	1.6	4.1	7.5	6.2	19.4	5,712.00	294
Dealing with third party assets		0.1			0.1	39.00	390
Asset accounting and administration	0.1				0.1	47.00	470
Realisation of assets - debtors							
Debt collection	39.1	152.0	124.0	9.9	325.0	118,956.00	366
Debtor litigation		129.2	0.8		130.0	50,644.00	390
Internal and external documentation	1.5	0.3	29.7	17.8	49.3	13,345.50	271
Realisation of assets - floating charge							
Asset realisation strategy		25.5	0.5		26.0	10,105.00	389
Sale of assets	7.0		0.4	2.0	9.4	3,722.00	396
Recovery of assets		1.0	5.7	22.7	29.4	5,766.00	196
Dealing with third party assets	0.2		0.8	0.4	1.4	390.00	279
Asset accounting and administration	1.6	1.2	14.2	0.6	17.6	5,836.00	332
Trading							
Trading strategy	0.5		2.0		2.5	910.00	364
Trading activities	0.8	57.0	69.2	84.4	211.4	58,010.00	274
Accounting and administration	4.8	38.6	264.6	77.8	385.8	114,217.00	296
Creditors							
Creditor claims			0.5		0.5	140.00	280
Creditor litigation				0.3	0.3	48.00	160
Internal documentation				2.0	2.0	320.00	160
Creditor strategy	4.5	0.2			4.7	2,508.00	534
Reporting to creditors	38.1	30.7	67.7	4.0	140.5	53,229.00	379
Secured creditors	25.7	1.3	2.2		29.2	13,408.00	459
Preferential creditors		0.1	0.2	12.6	12.9	2,115.00	164
Unsecured creditors	2.6	8.5	58.4	78.9	148.4	34,165.00	230
Employees		0.3	21.1	62.7	84.1	16,145.00	192
Shareholders and other stakeholders	0.6				0.6	282.00	470
Totals	316.8	911.5	942.3	525.4	2,696.0	889,217.70	330

Time Analyses for the period 10 June 2013 to 14 October 2013 (cont'd)

Appendix B

Millennium Motor Group Limited

	Employee grade (hours)				£		
	Partner/ director	Senior associate	Associate/ analyst	Junior analyst/ support	Total hours	Total cost	Average rate per hour
Administration and planning	3.3	1.0	2.5		6.8	2,912.00	428
Strategy and control		1.5	2.4	0.3	4.2	1,383.00	329
Statutory duties	0.3	1.5	2.1	0.1	4.0	1,495.50	374
Case administration	0.7	2.5	2.3	8.3	13.8	3,327.00	241
Accounting and treasury			2.0		2.0	564.00	282
Internal documentation							
Realisation of assets floating charge		0.1	0.5		0.6	199.00	332
Asset realisation strategy			0.1		0.1	28.00	280
Asset identification and valuation			0.3	0.4	0.7	148.00	211
Recovery of assets			0.5		1.8	691.00	384
Asset accounting and administration	0.3	1.0					
Trading		0.6			0.6	234.00	390
Trading activities							
Accounting and administration	0.1		0.5	0.4	1.0	247.00	247
Creditors			0.3		0.3	84.00	280
Creditor claims							
Reporting to creditors	1.7	5.4	15.4	1.2	23.7	7,900.00	333
Secured creditors	0.1	0.5			0.6	242.00	403
Preferential creditors			2.9		2.9	828.00	286
Unsecured creditors	0.1	0.1	1.6	1.6	3.4	794.00	234
Employees			1.8	0.1	1.9	528.00	278
Totals	6.6	14.2	35.2	12.4	68.4	21,604.50	316

Cumulative Time Analyses for the period 10 December 2012 to 14 October 2013

Appendix C

Drive Assist UK Limited

	Employee grade (hours)				£		
	Partner/ director	Senior associate	Associate/ analyst	Junior analyst/ support	Total hours	Total cost	Average rate per hour
Administration and planning							
Planning	3 0	38 8	9 0	10 1	60 9	21,671 00	356
Strategy and control	306 0	26 6	34 4	20 0	387 0	184,462 50	477
Statutory duties	1 6	13 3	6 1	4 2	25 2	8,850 00	351
Case administration	0 6	12 5	43 0	24 1	80 2	22,069 50	275
Accounting and treasury	12 7	169 7	75 1	248 0	505 5	131,622 50	260
Travel and waiting time	55 3	186 4	145 5	6 3	393 5	146,744 00	373
Internal documentation	1 9	1 5	26 0	70 2	99 6	19,716 50	198
Investigations							
Director conduct reports	5 0	21 9	18 9	4 0	49 8	17,327 50	348
Other investigations	279 9	437 7	435 1	63 3	1,216 0	447,726 20	368
Internal documentation	3 8		0 6	9 7	14 1	3,476 00	247
Realisation of assets - fixed charge							
Asset realisation strategy	5 5	5 7	3 6	0 1	14 9	6,218 00	417
Asset identification and valuation	1 1		9 7		10 8	3,485 50	323
Sale of assets	36 7	4 1	43 8	7 5	92 1	31,989 00	347
Recovery of assets			0 3	1 0	1 3	241 50	186
Dealing with third party assets		0 9			0 9	367 00	408
Asset accounting and administration	0 1			2 2	2 3	381 00	166
Realisation of assets - debtors							
Debt collection	153 5	424 6	240 8	13 7	832 6	319,187 00	383
Debtor litigation	0 8	305 2	0 8		306 8	121,954 00	398
Internal and external documentation	3 8	0 3	41 0	25 6	70 7	18,871 50	267
Realisation of assets - floating charge							
Asset realisation strategy	0 7	86 7	15 5		102 9	37,820 00	368
Asset identification and valuation	12 1	8 7	40 2	1 1	62 1	20,861 00	336
Sale of assets	15 4	58 1	6 1	8 7	88 3	33,950 00	384
Recovery of assets		3 2	55 7	42 3	101 2	25,429 00	251
Dealing with third party assets	110 9	377 1	129 8	153 7	771 5	274,026 00	355
Asset accounting and administration	2 3	3 4	37 7	12 9	56 3	15,435 00	274
Trading							
Trading strategy	11 4	20 8	189 8	2 9	224 9	72,488 00	322
Trading activities	55 6	246 0	363 4	619 6	1,284 6	319,287 00	249
Accounting and administration	15 0	178 6	383 6	224 5	801 7	233,255 50	291
Creditors							
Creditor claims			1 9	28 6	30 5	4,917 00	161
Creditor litigation				1 1	1 1	168 00	153
Internal documentation	5 4	0 2		3 2	8 8	3,376 00	384
Creditor strategy	9 5	2 7		0 7	12 9	5,855 00	454
Reporting to creditors	97 8	65 6	90 5	13 1	267 0	104,091 00	390
Creditor meetings	5 0				5 0	2,600 00	520
Secured creditors	88 2	104 1	10 5		202 8	88,402 00	436
Preferential creditors		0 1	0 2	12 6	12 9	2,115 00	164
Unsecured creditors	43 8	36 2	175 5	509 8	765 3	164,657 50	215
Employees	0 4	35 0	46 6	146 5	228 5	50,864 50	223
Shareholders and other stakeholders	1 4				1 4	646 00	461
Totals	1,346 2	2,875 7	2,680 7	2,291 3	9,193 9	2,966,603 70	323

Cumulative Time Analyses for the period 10 December 2012 to 14 October 2013 (cont'd)

Appendix C

Millennium Motor Group Limited

	Employee grade (hours)				Total hours	£	
	Partner/ director	Senior associate	Associate/ analyst	Junior analyst/ support		Total cost	Average rate per hour
Administration and planning							
Strategy and control	3.4	4.0	4.0	4.1	15.5	5,201.50	336
Statutory duties	1.5	5.7	3.4	2.7	13.3	4,629.50	348
Case administration	0.5	4.3	4.4	9.1	18.3	4,852.50	265
Accounting and treasury	2.2	3.2	4.5	23.4	33.3	6,926.50	208
Travel and waiting time		5.4			5.4	1,998.00	370
Internal documentation			2.2	3.7	5.9	1,184.00	201
Investigations							
Director conduct reports		1.5	3.6	-	5.1	1,679.50	329
Other investigations		0.5	0.8		1.3	409.00	315
Realisation of assets - debtors							
Debt collection		7.0			7.0	2,590.00	370
Internal and external documentation	-		2.0		2.0	560.00	280
Realisation of assets - floating charge							
Asset realisation strategy	-	20.6	0.5		21.1	7,784.00	369
Asset identification and valuation	0.3	2.5	2.1	0.7	5.6	1,758.00	314
Sale of assets	-	0.2			0.2	74.00	370
Recovery of assets	-	-	0.3	9.1	9.4	1,465.00	156
Dealing with third party assets		13.5	5.9	4.4	23.8	7,451.00	313
Asset accounting and administration	0.3	1.3	0.5	1.2	3.3	989.00	300
Trading							
Trading strategy		0.4	-		0.4	148.00	370
Trading activities	0.1	15.3		23.6	39.0	9,268.00	238
Accounting and administration	0.3		1.0	4.4	5.7	1,035.50	182
Creditors							
Creditor claims			6.9	5.5	12.4	2,922.00	236
Internal documentation	1.0			0.3	1.3	565.00	435
Reporting to creditors	2.2	10.7	19.3	3.2	35.4	11,783.00	333
Secured creditors	1.1	3.8	0.2		5.1	2,111.00	414
Preferential creditors	-		2.9		2.9	828.00	286
Unsecured creditors	0.2	0.3	15.8	9.5	25.8	6,280.00	243
Employees		3.5	2.7	0.4	6.6	2,263.00	343
Totals	13.1	103.7	83.0	105.3	305.1	86,755.00	284

Additional information in relation to the Joint Administrators' remuneration pursuant to Statement of Insolvency Practice 9

Appendix D

1 Policy

Detailed below is Zolfo Cooper's policy in relation to

- staff allocation and the use of sub-contractors,
- professional advisors, and
- disbursements

1.1 Staff allocation and the use of sub-contractors

The Joint Administrators' general approach to resourcing their assignments is to allocate staff with the skills and experience to meet the specific requirements of the case

The case team will usually consist of a partner, a senior associate, an associate and an analyst. The exact case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment. On larger, more complex cases, several staff at all grades may be allocated to meet the demands of the case. The Joint Administrators' charge-out rate schedule below provides details of all grades of staff and their experience level

With regard to support staff, time spent by treasury in relation to specific tasks on an assignment is charged but secretarial time is only recovered if a large block of time is incurred, eg report compilation and distribution.

The following services have been provided on this assignment by external sub-contractors.

Service type	Service provider	Basis of fee arrangement	Company	Cost to date £
Employee claim processing	Payco ERA	Rate per employee	Drive Assist Millennium	27,506 404
Debt collection	J P Associates Limited	Percentage of collections	Drive Assist	715
Debt collection	Proddow Mackay Solicitors	Percentage of collections	Drive Assist	33,444
Debt collection	Credit Style Limited	Percentage of collections	Drive Assist	33,011
Debt collection	MTA Solicitors	Percentage of collections	Drive Assist	53,514

1.2 Professional advisors

On this assignment the Joint Administrators have used the professional advisors listed below. The Joint Administrators have also indicated the basis of their fee arrangement with them, which is subject to review on a regular basis.

Name of professional advisor	Basis of fee arrangement
Jones Day (legal advice)	Hourly rate and disbursements
Linklaters (legal advice)	Hourly rate and disbursements
DLA Piper UK LLP (legal advice)	Hourly rate and disbursements
Willis Limited (insurance)	Risk based premium

Hilco Appraisal Limited (valuation and disposal advice)	Percentage of realisations
GVA Grimley Limited (valuation and disposal advice)	Percentage of realisations
Carnoustie Consultants Limited (investigation advice)	Hourly rate and disbursements
Norton Rose Fulbright LLP (investigation advice)	Hourly rate and disbursements
Deloitte LLP (investigations advice)	Hourly rate and disbursements

The Joint Administrators' choice was based on their perception of the professional advisors experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of their fee arrangement with them.

1.3 Disbursements

Category 1 disbursements do not require approval by creditors. Category 1 disbursements may include external supplies of incidental services specifically identifiable to the case, eg postage, case advertising, invoiced travel and external printing, room hire and document storage. Any properly reimbursed expenses incurred by the Joint Administrators and their staff will also be chargeable.

Category 2 disbursements do require prior approval by creditors before they are paid. Any incurred in this case have been drawn in accordance with the Joint Administrators' proposals, which approved category 2 disbursements as follows.

- Photocopying - charged at the rate of 10 pence per sheet for notifications and reports to creditors and other copying
- Printing - charged at the rate of 10 pence per sheet for black and white printing and 15 pence per sheet for colour
- Business mileage for staff travel, charged at the rate of 45 pence per mile

2 Charge-out rates

A schedule of Zolfo Cooper charge-out rates for this assignment effective from 1 April 2013 is detailed below, together with those applicable prior to that date. Time is charged by partners and case staff in units of six minutes.

Description	Rates from	Description	Rates pre
	1 April 2013		1 April 2013
	£		£
Partner 1*	595	Partner 1*	575
Partner 2*	540	Partner 2*	520
Director	470	Director	450
Associate director*	430	Senior associate 1*	410
Senior associate	390	Senior associate 2*	370
Associate	320	Associate	305
Analyst	280	Analyst	280
Junior analyst	160	Junior analyst	150
Senior treasury associate	230	Senior treasury associate	220
Treasury associate	155	Treasury associate	150
Treasury analyst	100	Treasury analyst	95
Support	84	Support	80

*Key

Partner 1 - partners with three or more years' experience at partner level

Partner 2 - partners with fewer than three years' experience at partner level

Promotion from senior associate to associate director from 1 April 2013 is on the basis of performance and experience. Prior to that, the distinction from senior associate 2 to senior associate 1 was made for staff with two or more years' experience at senior associate level.