

LIQ03

Notice of progress report in voluntary winding up



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 0 3 7 0 2 4 0 0

Company name in full Healthcare Learning Ltd

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Matthew

Surname Dix

3 Liquidator's address

Building name/number Cartergate House

Street 26 Chantry Lane

Post town Grimsby

County/Region North East Lincolnshire

Postcode D N 3 1 2 L J

Country

4 Liquidator's name ①

Full forename(s)

Surname

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode


Country

② Other liquidator

Use this section to tell us about
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

| | | | | | | | | | | | | | | | | |
|--|---|---|--------------|---|--------------|---|--------------|---|--------------|---|--------------|---|--------------|---|--------------|---|
| 6 | Period of progress report | | | | | | | | | | | | | | | |
| From date | ^d | 1 | ^d | 8 | ^m | 0 | ^m | 3 | ^y | 2 | ^y | 0 | ^y | 2 | ^y | 2 |
| To date | ^d | 1 | ^d | 7 | ^m | 0 | ^m | 3 | ^y | 2 | ^y | 0 | ^y | 2 | ^y | 3 |
| 7 | Progress report | | | | | | | | | | | | | | | |
| <input type="checkbox"/> The progress report is attached | | | | | | | | | | | | | | | | |
| 8 | Sign and date | | | | | | | | | | | | | | | |
| Liquidator's signature | <div>Signature</div> <div>  </div> | | | | | | | | | | | | | | | |
| Signature date | ^d | 0 | ^d | 4 | ^m | 0 | ^m | 4 | ^y | 2 | ^y | 0 | ^y | 2 | ^y | 3 |

**Presenter information**

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name **Emily Stokell**

Company name **Wilkin Chapman LLP**

Address **Cartergate House**

26 Chantry Lane

Post town **Grimsby**

County/Region **North East Lincolnshire**

Postcode **D N 3 1 2 L J**

Country

DX

Telephone **01472 262626**

**Checklist**

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.

**Important information**

All information on this form will appear on the public record.

**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.

**Further information**

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

Healthcare Learning Ltd
(In Liquidation)
Liquidator's Summary of Receipts & Payments

| Statement of Affairs £ | | From 18/03/2022 To 17/03/2023 £ | From 18/03/2020 To 17/03/2023 £ |
|---------------------------|--|---------------------------------------|---------------------------------------|
| | FIXED CHARGE ASSETS | | |
| Uncertain | Research & Development (Intangible) | NIL | NIL |
| Uncertain | Database (Intangible) | NIL | NIL |
| | | NIL | NIL |
| | FIXED CHARGE CREDITORS | | |
| (341,496.00) | HSBC Bank Plc (Loan & Overdraft) | NIL | NIL |
| (410,542.58) | Innovate UK Loans Ltd (Loan) | NIL | NIL |
| | | NIL | NIL |
| | ASSET REALISATIONS | | |
| Uncertain | Book Debts | NIL | NIL |
| | Cash at bank | 164,957.80 | 169,501.06 |
| 250.00 | Fixtures & Fittings (Incl. Office Equip) | NIL | NIL |
| | Funds from CVA | NIL | 2,389.07 |
| 2,700.00 | IT Equipment (incl. Computers & Softw | NIL | NIL |
| NIL | Leasehold Improvements | NIL | NIL |
| | | 164,957.80 | 171,890.13 |
| | OTHER REALISATIONS | | |
| | Bank interest, gross | 436.81 | 439.39 |
| | Contribution to costs | NIL | 2,100.00 |
| | | 436.81 | 2,539.39 |
| | COST OF REALISATIONS | | |
| | Agents'/Valuers' fees | NIL | 150.00 |
| | Legal fees | 2,937.50 | 2,937.50 |
| (30,000.00) | Liquidator's fees | 26,740.00 | 30,000.00 |
| (5,000.00) | Preparation of Statement of affairs | NIL | 5,000.00 |
| | | (29,677.50) | (38,087.50) |
| | PREFERENTIAL CREDITORS | | |
| (9,600.00) | Employee Claims (Arrears of Pay) | NIL | NIL |
| (6,248.27) | Employee Claims (Holiday Pay) | NIL | NIL |
| | | NIL | NIL |
| | UNSECURED CREDITORS | | |
| (2,531,659.00) | Associated Creditor (HLC Group Ltd) | NIL | NIL |
| (566,758.91) | Directors' Loan Accounts | NIL | NIL |
| (100,600.23) | Employee Claims (Notice & Redundan | NIL | NIL |
| (40,843.89) | Employee Claims (Unsec Arrears of P | NIL | NIL |
| (373,056.58) | HM Revenue & Customs | NIL | NIL |
| (1,552,906.16) | Trade & Expense Creditors | NIL | NIL |
| | | NIL | NIL |
| | DISTRIBUTIONS | | |
| (954.00) | Ordinary Shareholders | NIL | NIL |
| (680,042.00) | Share Premium Account | NIL | NIL |
| | | NIL | NIL |
| (6,646,757.62) | | 135,717.11 | 136,342.02 |
| | REPRESENTED BY | | |
| | Estate Account | | 130,406.52 |
| | Vat control | | 5,935.50 |
| | | | 136,342.02 |

HEALTHCARE LEARNING LTD (IN LIQUIDATION)

The Liquidator's Progress Report for period:

18 March 2022 to 17 March 2023 ("the Reporting Period")

**Matthew Dix
Liquidator**

Wilkin Chapman LLP

**Cartergate House, 26 Chantry Lane, Grimsby, North East Lincolnshire, DN31 2LJ
(Ref: HK1KC/MD/RJ/ES)**

This report has been prepared for the sole purpose of updating the creditors and members for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors or by any other person for any purpose whatsoever.

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EXECUTIVE SUMMARY

This is the Liquidator's third annual report in relation to this matter, and it covers the reporting period from 18 March 2022 to 17 March 2023. This report should be read in conjunction with the Liquidator's previous correspondence to creditors, and my previous progress reports, as set out in the table below:

| Date of Report | Period |
|----------------|--------------------------------|
| 29 March 2022 | 18 March 2021 to 17 March 2022 |
| 29 April 2021 | 18 March 2020 to 17 March 2021 |

A summary of key information in this report is detailed below.

Assets

| Asset | Estimated to realise per Statement of Affairs £ | Realisations to date £ | Anticipated future realisations £ | Total anticipated realisations £ |
|---------------------------------------|--|---------------------------|--------------------------------------|-------------------------------------|
| Research and Development (Intangible) | Uncertain | 0.00 | 0.00 | 0.00 |
| Database (Intangible) | Uncertain | 0.00 | 0.00 | 0.00 |
| Leasehold Improvements | Nil | 0.00 | 0.00 | 0.00 |
| It Equipment | 2,700.00 | 0.00 | 0.00 | 0.00 |
| Book Debts | 250.00 | 0.00 | | |
| Cash at Bank | Uncertain | 169,501.06 | 0.00 | 169,501.06 |
| Funds from CVA | N/A | 2,389.07 | 0.00 | 2,389.07 |
| Contribution to Costs | N/A | 2,100.00 | 2,100.00 | 4,200.00 |

Expenses

| Expense | Amount per fees and expenses estimates £ | Expense incurred to date £ | Anticipated further expense to closure £ | Total anticipated expense £ |
|----------------------|---|-------------------------------|---|--------------------------------|
| Liquidator's fees | 30,000.00 | 52,076.23 | Uncertain | Uncertain |
| Agents' fees | 150.00 | 150.00 | 0.00 | 150.00 |
| Advertising | 155.50 | 155.50 | 0.00 | 155.50 |
| AML Company Searches | 6.00 | 6.00 | 0.00 | 6.00 |
| Postage | 332.37 | 372.53 | 0.00 | 372.53 |
| All other expenses | 748.20 | 4,398.45 | Uncertain | Uncertain |

Dividend prospects

At the present time the dividend prospects for any class of creditor are entirely dependent upon the outcome of the Liquidator's claim against the director. As this remains an ongoing matter, we are unable to comment further at this time on any dividend prospects.

Closure

Due to the outstanding issues set out in this report, it is difficult to estimate the timing of the closure of the liquidation.

ADMINISTRATION AND PLANNING

Statutory information

Statutory information may be found at Appendix 1.

The Liquidator is required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that work is carried out to high professional standards. A detailed list of these tasks may be found in Appendix 3.

The Liquidator has met the statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of the strategies pursued and the outcomes anticipated.

During the Review Period, the following key documents have been issued:

- This progress report;

Other administration tasks

During the Review Period, the following material tasks in this category were carried out:

- Case reviews etc.

ENQUIRIES AND INVESTIGATIONS

Further to the previous reporting period.

Our solicitors, Wilkin Chapman LLP, were instructed and to advise upon the merits of the claim and to assist with making recoveries. This remains an ongoing matter, and as a result we are unable to comments further at this time.

A further update shall be provided in the next reporting period.

REALISATION OF ASSETS

Book debts

This matter has formed part of the Liquidators investigations, which remain ongoing at this time. A further update will be reported further in due course.

Cash at Bank

In the review period, a further sum totalling £164,957.80 has been received in respect of the cash at bank.

CREDITORS

Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Liquidator has had to carry out key tasks which are detailed at Appendix 3. The following sections explain the anticipated outcomes to creditors and any distributions paid.

Secured creditors

The Company had granted the following security: -

| Type of charge | Date created | Beneficiary |
|---------------------------|---------------------|---------------------------|
| Fixed and Floating charge | 22 March 2019 | Innovate UK Loans Limited |

The debt due to Innovate UK Loans Limited ("Innovate") at the date of appointment was made up of a loan, the total quantum of which was approximately £412,446.15, resulting in a claim being submitted in the liquidation by Innovate UK Loans Limited. It is currently uncertain if there will be sufficient funds available to repay Innovate in full.

Preferential creditors

Employee claims

13 employees were made redundant on 18 March 2020. The relevant information for employees to submit claims has been made to the Redundancy Payments Office and information and help has been given to employees to enable them to submit their claims online.

Employees were shown to be owed £15,848.27. Claims of £65,203.21 have been received to date.

Unsecured creditors

HMRC was shown to be owed £373,056.58. A claim of £433,054.46 has been received in respect of its unsecured liability.

The trade and expense creditors as per the Statement of Affairs totalled £1,552,906.16, and the total amount of unsecured creditors detailed in the Statement of Affairs was £5,165,824.77.

Total claims received from unsecured creditors to date amount to £1,824,695.79. Please be advised that proofs of debt are still being received and therefore the total value of all unsecured claims is not known at present.

Dividend prospects

At the present time the dividend prospects for any class of creditor are entirely dependent upon the outcome of the Liquidator's claim against the director. As this remains an ongoing matter, we are unable to comment further at this time on any dividend prospects.

ETHICS

Please also be advised that the Liquidator is bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

General ethical considerations

During the Review Period, no new threats to compliance with the Code of Ethics have been identified.

FEES AND EXPENSES

Pre-Appointment Costs

Fixed fee agreed with the Directors and ratified by creditors.

The creditors authorised the fee of £5,000.00 plus VAT for assisting the directors with placing the Company in Liquidation and with preparing the Statement of Affairs on 18 March 2020.

The fee was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

The Liquidators fees

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and insolvency practitioner then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a senior manager or insolvency practitioner.

The basis of the Liquidator's fees was approved by creditors on 29 April 2020 in accordance with the following resolution:

'That the Joint Liquidators fees be fixed by reference to the time given by them and their staff in attending to matters arising in the Liquidation, such time to be charged at the hourly charge out rate of the grade of staff undertaking the work at the time it was undertaken. The estimated Joint Liquidators fees be capped at £30,000.00.'

The time costs for the period 18 March 2022 to 17 March 2023 total £62,348.75, representing 307.65 hours at an average hourly rate of £202.66. The sum of £30,000.00 has been drawn on account of time costs incurred. The time costs for the period are detailed at Appendix 4.

The total time costs during the period of appointment amount to £62,348.75 representing 307.65 hours at an average hourly rate of £202.66 and a comparison between the original estimate and time costs to date is given at Appendix 5.

Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Liquidator considers that:

- the original fees estimate has been exceeded; and
- the original expenses estimate has been exceeded.

The main reason why the fees estimate has been exceeded is due to the level of investigations which have been required throughout the duration of the liquidation.

Given the realisations in this case to date, the Liquidator will review the position regarding fees when the prospects of realising the remaining assets become clearer.

Expenses

An amended Statement of Insolvency Practice (SIP), SIP 9, was issued on 1 April 2021. The amended SIP 9 has changed some of the terminology and introduced additional disclosure requirements. The information below may therefore not reflect the information previously provided.

The expenses, which include disbursements, that have been incurred and not yet paid during the period are detailed on Appendix 6. Also included in Appendix 6 is a comparison of the expenses likely to be incurred in the Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

The category 1 expenses paid in the period 18 March 2022 to 17 March 2023 are detailed at Appendix 6 and represent payments to parties not associated with the firm, who have provided services or goods for the administration of the assignment.

The category 2 expenses in the period 18 March 2022 to 17 March 2023 are set out at Appendix 6. The basis of calculation of this category of expense was disclosed to creditors prior to their approval, which was given on 29 April 2020, and are also detailed at Appendix 7.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and expenses policy may be found on the Creditors Portal which can be accessed by our website www.wilkinchapman.co.uk/business-solutions. A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request.

Other professional costs

Solicitors

The Liquidator has instructed solicitors from Wilkin Chapman LLP, to advise in relation to the claim against the director as previously described and this matter is ongoing as at the date of this report. Their costs have been agreed on the basis of their standard hourly charge out rates, plus disbursements and VAT. In relation to debt collection matters, their fees will be calculated by reference to a commission of 15% of realisations.

The solicitors' fees and legal disbursements incurred by Wilkin Chapman LLP in relation to this matter since instruction, and during the period covered by this report are set out in the table below (net of VAT).

| Period | Legal Fees (£) | Legal Disbursements (£) | Paid to Solicitors (£) |
|----------------------------------|-----------------------|--------------------------------|-------------------------------|
| Reporting Period | 1,576.80 | 0.00 | 2,937.50 |
| Total to end of reporting period | 3,642.00 | 0.00 | 2,937.50 |

As mentioned above, Wilkin Chapman LLP is an associate of the Liquidator's firm, and Matthew Dix (the Liquidator) is a partner in Wilkin Chapman LLP. On 29 April 2020 creditors passed a resolution authorising the Liquidator to instruct Wilkin Chapman LLP.

Agents and valuers

R.G.H Associates were instructed as agents and valuers in relation to the valuation of the assets of the Company. Their costs have been agreed on the basis of their standard rate of £150.00, which has been paid in full.

CREDITORS' RIGHTS

An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Liquidator's remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Liquidator fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

CONCLUSION

The administration of the case will be continuing to finalise the following outstanding matters that are preventing this case from being closed:

Due to the ongoing legal action, it is not possible to confirm a timescale for the conclusion of the liquidation at present.

For further information regarding this case please contact Emily Stokell on telephone number 01472 265992 or email emily.stokell@wilkinchapman.co.uk.

Signed: 

Matthew Dix
Liquidator

Dated: 4 April 2023

Appendix 1

Statutory Information

| | |
|---------------------------------|--|
| Company Name | Healthcare Learning Ltd |
| Former Trading Name | Smile-on Limited – 25.02.2000 – 16.07.2015 Indental.com Limited – 30.11.1999 – 25.02.2000 PCO 208 Limited – 21.01.1999 – 30.11.1999 |
| Company Number | 03702400 |
| Registered Office | Wilkin Chapman LLP , Cartergate House, 26 Chantry Lane, Grimsby, North East Lincolnshire, DN31 2LJ |
| Former Registered Office | 4th Floor, Baird House, 15-17 St. Cross Street, London, EC1N 8UW |
| Office holder | Matthew Dix |
| Office holder's address | Wilkin Chapman LLP, Cartergate House, 26 Chantry Lane, Grimsby, North East Lincolnshire, DN31 2LJ |
| Date of appointment | 18 March 2020 |
| Change in officeholder | On 19 March 2021 Karen Tracy Potts was replaced by Matthew Dix of this firm, as Joint Liquidator, following an order of the High Court in proceedings entitled CR-2021-000463 Ian Michael Rose was removed as Joint Liquidator, following an order of the High Court dated 18 July 2022, in proceedings entitled CR- 2022-002064. |

Appendix 2

Receipts and Payments account for the period 18 March 2022 to 17 March 2023

Healthcare Learning Ltd
(In Liquidation)
LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT

| | Statement of affairs £ | From 18/03/2022 To 17/03/2023 £ | From 18/03/2020 To 17/03/2023 £ |
|---|------------------------------|---------------------------------------|---------------------------------------|
| RECEIPTS | | | |
| Research & Development (Intangible) | Uncertain | 0.00 | 0.00 |
| Database (Intangible) | Uncertain | 0.00 | 0.00 |
| Leasehold Improvements | NIL | 0.00 | 0.00 |
| IT Equipment (incl. Computers & Software) | 2,700.00 | 0.00 | 0.00 |
| Fixtures & Fittings (Incl. Office Equip) | 250.00 | 0.00 | 0.00 |
| Book Debts | Uncertain | 0.00 | 0.00 |
| Cash at bank | | 164,957.80 | 169,501.06 |
| Funds from CVA | | 0.00 | 2,389.07 |
| Bank interest, gross | | 436.81 | 439.39 |
| Contribution to costs | | 0.00 | 2,100.00 |
| | | <u>165,394.61</u> | <u>174,429.52</u> |
| PAYMENTS | | | |
| HSBC Bank Plc (Loan & Overdraft) | (341,496.00) | 0.00 | 0.00 |
| Innovate UK Loans Ltd (Loan) | (410,542.58) | 0.00 | 0.00 |
| Preparation of Statement of affairs | (5,000.00) | 0.00 | 5,000.00 |
| Liquidator's fees | (30,000.00) | 26,740.00 | 30,000.00 |
| Agents'/Valuers' fees | | 0.00 | 150.00 |
| Legal fees | | 2,937.50 | 2,937.50 |
| Employee Claims (Arrears of Pay) | (9,600.00) | 0.00 | 0.00 |
| Employee Claims (Holiday Pay) | (6,248.27) | 0.00 | 0.00 |
| Trade & Expense Creditors | (1,552,906.16) | 0.00 | 0.00 |
| Employee Claims (Unsec Arrears of Pay) | (40,843.89) | 0.00 | 0.00 |
| Employee Claims (Notice & Redundancy) | (100,600.23) | 0.00 | 0.00 |
| Directors' Loan Accounts | (566,758.91) | 0.00 | 0.00 |
| Associated Creditor (HLC Group Ltd) | (2,531,659.00) | 0.00 | 0.00 |
| HM Revenue & Customs | (373,056.58) | 0.00 | 0.00 |
| Ordinary Shareholders | (954.00) | 0.00 | 0.00 |
| Share Premium Account | (680,042.00) | 0.00 | 0.00 |
| | | <u>29,677.50</u> | <u>38,087.50</u> |
| Net Receipts/(Payments) | | <u>135,717.11</u> | <u>136,342.02</u> |
| MADE UP AS FOLLOWS | | | |
| Estate Account | | 129,781.61 | 130,406.52 |
| VAT Receivable / (Payable) | | 5,935.50 | 5,935.50 |
| | | <u>135,717.11</u> | <u>136,342.02</u> |

Appendix 3

Detailed list of work undertaken for Healthcare Learning Ltd in Creditors' Voluntary Liquidation for the review period 18 March 2022 to 17 March 2023

Below is detailed information about the tasks undertaken by the Liquidator.

| General Description | Includes |
|---|---|
| Statutory and General Administration | |
| Statutory/advertising | Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns Quarterly VAT returns Advertising in accordance with statutory requirements Bonding the case for the value of the assets |
| Document maintenance/file review/checklist | Filing of documents Periodic file reviews documenting strategy Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists |
| Bank account administration | Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments |
| Planning / Review | Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case |
| Books and records / storage | Dealing with records in storage Sending job files to storage |
| Pension scheme | Identifying whether there is a pension scheme Submitting the relevant notices if a pension scheme is identified Instructing agents to wind up any pension scheme Liaising and providing information to be able to finalise winding up the pension scheme |
| Reports | Circulating initial report to creditors upon appointment Preparing annual progress report, investigation and general reports to creditors Disclosure of sales to connected parties |
| Creditors' decisions | Preparation of decision procedure notices, proxies/voting forms and advertisements Notice of decision procedure to all known creditors Collate and examine proofs and proxies/votes to conclude decisions For virtual or physical meetings: preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting Responding to queries and questions following decisions |
| Investigations | |
| SIP 2 Review | Collection and making an inventory of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Review of specific transactions and liaising with directors regarding certain transactions Liaising with the committee/creditors or major creditors about further action to be taken |
| Statutory reporting on conduct of director(s) | Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary information if required Assisting the Insolvency Service with its investigations |
| Examinations | Preparing brief to solicitor Liaising with solicitor(s) regarding examinations Attendance at examination Reviewing examination transcripts Liaising with solicitor(s) regarding outcome of examinations and further actions available |
| Litigation / Recoveries | Strategy meeting regarding litigation |

Healthcare Learning Ltd (IN LIQUIDATION)
The Liquidator's Progress Report for period: 18 March 2022 to 17 March 2023

| General Description | Includes |
|-------------------------------------|--|
| | Seeking funding from creditors Reviewing terms of solicitors' conditional fee agreements Preparing brief to solicitors/Counsel Liaising with solicitors regarding recovery actions Dealing with ATE insurers Attending to negotiations Attending to settlement matters |
| Realisation of Assets | |
| Cash at bank | Liaising with the bank in respect of refund due to the Company Collecting realisations |
| Plant and Equipment | Liaising with the director in respect of the funds due |
| Creditors and Distributions | |
| Creditor Communication | Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Assisting employees to pursue claims via the RPO Corresponding with the PPF and the Pensions Regulator |
| Dealing with proofs of debt ("POD") | Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend |
| Processing proofs of debt | Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD Adjudicating POD |

Current Charge-out Rates for the firm

Time charging policy

Support staff do charge their time to each case.

Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

| Staff | Charge out rates £ |
|----------------------------------|-----------------------|
| Insolvency Practitioner/Partners | 375 |
| Manager | 275 |
| Assistant Manager | 225 |
| Senior Administrator | 200 |
| Administrator | 175 |
| Cashier | 150 |
| Assistants and Support Staff | 100 |

Appendix 4

Time cost information for period 18 March 2022 to 17 March 2023 & cumulative for full period

Time Entry - Detailed SIP9 Time & Cost Summary

HK1KC - Healthcare Learning Ltd
To: 17/03/2023
Project Code: POST

| Classification of Work Function | Partner | Manager | Other Senior Professionals | Assistants & Support Staff | Total Hours | Time Cost (£) | Average Hourly Rate (£) |
|--|---------|---------|----------------------------|----------------------------|-------------|---------------|-------------------------|
| AP-ADMIN : Administration & Planning | 2.30 | 5.10 | 23.70 | 11.20 | 42.30 | 8,186.25 | 193.53 |
| CR-CRED : Creditors & Distributions | 1.10 | 0.00 | 53.35 | 6.10 | 60.55 | 10,492.50 | 173.29 |
| IN-INV : Investigations | 4.60 | 38.40 | 77.05 | 3.35 | 123.40 | 26,600.00 | 215.56 |
| RA-FLTG : Asset Realisations / Contributions | 5.55 | 2.40 | 9.25 | 0.40 | 17.60 | 4,438.75 | 252.20 |
| S1-EMP : Employees | 0.00 | 0.50 | 24.35 | 0.50 | 25.35 | 4,588.75 | 181.02 |
| S3-STAT : Statutory & Compliance | 2.70 | 4.80 | 30.85 | 0.10 | 38.45 | 8,042.50 | 209.17 |
| Productive Time | 16.25 | 51.20 | 218.55 | 21.65 | 307.65 | 62,348.75 | 202.66 |
| Total Hours | 16.25 | 51.20 | 218.55 | 21.65 | 307.65 | 62,348.75 | 202.66 |
| Total Fees Claimed | | | | | | 30,000.00 | |

Time Entry - Detailed SIP9 Time & Cost Summary

HK1KC - Healthcare Learning Ltd
From: 18/03/2022 To: 17/03/2023
Project Code: POST

| Classification of Work Function | Partner | Manager | Other Senior Professionals | Assistants & Support Staff | Total Hours | Time Cost (£) | Average Hourly Rate (£) |
|--|---------|---------|----------------------------|----------------------------|-------------|---------------|-------------------------|
| AP-ADMIN : Administration & Planning | 0.20 | 2.00 | 3.45 | 2.80 | 8.45 | 1,680.00 | 198.82 |
| CR-CRED : Creditors & Distributions | 0.00 | 0.00 | 2.00 | 0.00 | 2.00 | 400.00 | 200.00 |
| IN-INV : Investigations | 0.80 | 16.10 | 0.00 | 0.00 | 16.90 | 4,692.50 | 277.66 |
| RA-FLTG : Asset Realisations / Contributions | 0.70 | 1.40 | 0.75 | 0.00 | 2.85 | 797.50 | 279.82 |
| S3-STAT : Statutory & Compliance | 0.00 | 0.80 | 12.00 | 0.00 | 12.80 | 2,620.00 | 204.69 |
| Productive Time | 1.70 | 20.30 | 18.20 | 2.80 | 43.00 | 10,190.00 | 236.98 |
| Total Hours | 1.70 | 20.30 | 18.20 | 2.80 | 43.00 | 10,190.00 | 236.98 |
| Total Fees Claimed | | | | | | 30,000.00 | |

Appendix 5

Time costs summary for period, cumulative & comparison with estimate for Healthcare Learning Ltd in Creditors Voluntary Liquidation.

| | Original fees estimate | | | Actual time costs incurred during the Review Period | | | Total time costs incurred to date | | |
|------------------------------------|------------------------|--------------------------------|--------------|---|--------------------------------|--------------------|-----------------------------------|--------------------------------|--------------------|
| Work category | Number of hours | Blended hourly rate £ per hour | Total fees £ | Number of hours | Average hourly rate £ per hour | Total time costs £ | Number of hours | Average hourly rate £ per hour | Total time costs £ |
| Administration & Planning | 20.00 | 222.50 | 4,450.00 | 8.45 | 198.82 | 1,680.00 | 42.30 | 193.53 | 8,186.25 |
| Creditors & Distributions | 17.00 | 197.06 | 3,350.00 | 2.00 | 200.00 | 400.00 | 60.55 | 173.29 | 10,492.50 |
| Investigations | 54.00 | 187.96 | 10,150.00 | 16.90 | 277.66 | 4,692.50 | 123.40 | 215.56 | 26,600.00 |
| Asset Realisations / Contributions | 23.00 | 197.35 | 4,125.00 | 2.85 | 279.82 | 797.50 | 17.60 | 252.20 | 4,438.75 |
| Employees | 12.00 | 191.67 | 2,300.00 | 0.00 | 0.00 | 0.00 | 25.35 | 181.02 | 4,588.75 |
| Statutory & Compliance | 26.00 | 216.35 | 5,625.00 | 12.80 | 204.69 | 2,620.00 | 38.45 | 209.17 | 8,042.50 |

Appendix 6

Expenses summary for period, cumulative & comparison with estimate for Healthcare Learning Ltd Limited in Creditors' Voluntary Liquidation

Below are details of the Liquidator's expenses for the period under review and the total to date.

| Expenses | Original expenses estimate £ | Actual expenses incurred in the Review Period £ | Actual expenses incurred to date £ | Reason for any excess |
|----------------------------------|---------------------------------|--|---------------------------------------|---|
| Category 1 Expenses | | | | |
| Agents' and Valuers' Costs | 150.00 | 0.00 | 150.00 | |
| Advertising | 155.50 | 0.00 | 155.50 | |
| AML Company Searches | 6.00 | 0.00 | 6.00 | Please be advised that, whilst it was originally envisaged that these expenses would be charged to the estate, this has been no longer allowed since 1 April 2021 |
| Postage | 332.37 | 0.00 | 372.53 | |
| Total Category 1 Expenses | 643.87 | 0.00 | 684.03 | |
| | | | | |
| Category 2 Expenses | | | | |
| Telephone / Printing / Fax | 748.20 | 1.05 | 756.45 | |
| Legal Costs | 5,000.00 | 1,576.80 | 3,642.00 | |
| Total Category 2 Expenses | 5,748.20 | 1,577.85 | 4,398.45 | |

Appendix 7

WILKIN CHAPMAN LLP EXPENSES AND CHARGEOUT RATES EFFECTIVE FROM 1 APRIL 2021

Expenses

Definitions

Category 1 - approval not required - specific expenditure that is directly related to a particular insolvency case, where the cost of the expense incurred is referable against an independent external supplier's invoice or published tariff of charges.

Category 2 - approval required - all other items of expenditure. Which cannot, or cannot easily, be directly related to a particular insolvency case because there is an element of shared or allocated cost, and/or where the cost of the expense incurred is an estimated, utilised cost with the estimate based on external costs or opportunity costs.

Charging Policy of Wilkin Chapman LLP

Category 1 expenses are recharged to the particular insolvency case at the rate incurred by Wilkin Chapman LLP and as they are incurred.

Category 2 expenses, the following items are recharged at the following rates:

- Where meeting rooms of Wilkin Chapman LLP are used for the purpose of statutory meetings of creditors the room hire is recharged to the individual insolvency case at £150 per meeting. (Not applicable from 1 April 2021)
- Car mileage is recharged to the individual insolvency case at the rate of 45p per mile.
- The storage of books and records (when not charged as a Category 1 expense) is recharged at the rate of £1.50 per box per month. (Not applicable from 1 April 2021)
- With effect from 1 April 2021 the Office Holder(s) reserve the right to recharge the costs incurred for offsite storage of books and records, currently 5p per box, per week. In addition, a recharge may occur for the collection and return of the books and records.
- The Office Holder(s) also reserve the right to recharge the costs incurred for the destruction of the books and records upon their release, currently £1.70 per box.
- Printing and photocopying is charged at 15p per sheet.
- Faxes are charged at 50p per sheet.
- IPS computer charge £6.25 per month, up to a maximum of £200 per case. (Not applicable from 1 October 2018).
- Stationery charged at £5.00 per file.

Chargeout Rates

The hourly rates for the different levels of staff are shown below:

| | |
|------------------------------|------|
| Insolvency Practitioner | £375 |
| Manager | £275 |
| Assistant Manager | £225 |
| Senior Administrator | £200 |
| Administrator | £175 |
| Cashier | £150 |
| Assistants and Support Staff | £100 |

Time is charged to the individual insolvency case in 6 minute units.

Please note that the above expenses and chargeout rates are the same as they were for Silke & Co Limited and have not changed since 1 October 2013, with the exception of the rate of the Insolvency Practitioner which increased from £350 on 1 April 2020.

Wilkin Chapman LLP

Charging Policy

Chargeout Rates

The officeholder has overall responsibility for the administration of the estate. The officeholder will be assisted by other members of staff in the insolvency case administration team, to whom tasks will be delegated. It is the officeholder's policy to ensure that work undertaken is carried out by the appropriate grade of staff required for each task, having regard to its complexity, skill and experience actually required to perform it.

There are various grades of staff working in the officeholder's case administration team, and each grade is allocated an hourly charge out rate which is reviewed from time to time. Time spent by insolvency practitioners and all staff in relation to the insolvency estate is charged to the estate and is subject to VAT at the applicable rate, where appropriate. The minimum unit of time recorded is 6 minutes, and time is charged at the rates prevailing at the time the work is done.

Wilkin Chapman LLP's charge out rates are reviewed periodically, and the current hourly charge out rates, which are effective from 1 March 2022, are set out in the table below:

| Grade | Rate (£) | Previous Rate (£) |
|-------------------------------|-----------------|--------------------------|
| Insolvency Practitioner | 375 | 375 |
| Senior Manager | 300 | - |
| Manager | 275 | 275 |
| Assistant Manager | 250 | 225 |
| Senior Administrator | 200 | 200 |
| Administrator | 175 | 175 |
| Cashier/Trainee Administrator | 150 | 150 |
| Assistants and Support Staff | 100 | 100 |

Expenses

Expenses are payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder, and then reimbursed to the office holder from the estate.

There are two categories of expense:

Category 1 expenses: These are payments to persons providing the service to which the expense relates who are not an associate of the office holder. Category 1 expenses can be paid without prior approval.

Category 2 expenses: These are payments to associates or which have an element of shared costs. Before being paid, category 2 expenses require approval in the same manner as an office holder's remuneration. Category 2 expenses require approval whether paid directly from the estate or as a disbursement.

The following Category 2 expenses will be charged to a case, subject to creditor approval.

- Car Mileage – Charged at the rate of 45 pence plus VAT per mile

Payments to Associates

Any payments made by the office holder to associates must be disclosed and approved in the same manner as the office holder's remuneration or category 2 expenses.

Where the office holder instructs solicitors from Wilkin Chapman LLP, their charges will be calculated by reference to time spent dealing with the matter, at their prevailing hourly rates plus VAT and disbursements. The relevant hourly rates are set out in the table below. Where Wilkin Chapman LLP are instructed by the officeholder to deal with any debt collection work, their fees will be calculated on the basis of 15% of realisations, plus VAT and disbursements.

| Grade | Applicable Hourly Rates (£) |
|-------------------------------|------------------------------------|
| Senior Solicitor/Partner | 250-300 |
| Solicitor | 146-250 |
| Trainee Solicitors/Paralegals | 112-146 |

Legal disbursements

Where solicitors are instructed, they may incur disbursements which will be recharged as a disbursement to the insolvent estate at cost. Such disbursements likely to be incurred, and the basis of their charge, are summarised (but not limited to) the following:

- Counsel fees charged at time costs plus VAT at the prevailing rate.
- Court fees at cost.
- Car Mileage – charged at the rate of 45 pence plus VAT per mile.
- Search fees charged at cost plus VAT.
- Telegraphic Transfer Fee – charged at the rate of £25 plus VAT per transfer.

In certain circumstances where contentious litigation is required the Liquidator may be required to obtain insurance to protect the Company against any adverse cost orders. Such premiums would be paid as an expense of the winding-up from the proceeds of any recoveries achieved.

In such circumstances, and given the inherent risk of litigation, Solicitors and Counsel may require the Liquidator, acting on behalf of the Company, to enter into conditional fee arrangements. The fees proposed on such arrangements shall be on an enhanced time basis.