

# AM23

## Notice of move from administration to dissolution



Companies House

For further information, please refer to our guidance at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number	0	5	0	4	9	0	1	7
Company name in full	AWH Utility Services Limited							

→ **Filling in this form**  
Please complete in typescript or in bold black capitals.

### 2 Court details

Court name	High Court of Justice
Court number	0 0 5 9 9 2 2 0 1 8

### 3 Administrator's name


Full forename(s)	Victor
Surname	Ellaby

### 4 Administrator's address

Building name/number	Staverton Court
Street	Staverton
Post town	
County/Region	Cheltenham
Postcode	G L 5 1 0 U X
Country	

AM23

Notice of move from administration to dissolution

<b>5</b>	<b>Administrator's name ①</b>		
Full forename(s)	Peter Richard James		<b>① Other administrator</b> Use this section to tell us about another administrator.
Surname	Frost		
<b>6</b>	<b>Administrator's address ②</b>		
Building name/number	Staverton Court		<b>② Other administrator</b> Use this section to tell us about another administrator.
Street	Staverton		
Post town			
County/Region	Cheltenham		
Postcode	G L 5 1 0 U X		
Country			
<b>7</b>	<b>Final progress report</b>		
	<input checked="" type="checkbox"/> I have attached a copy of the final progress report		
<b>8</b>	<b>Sign and date</b>		
Administrator's signature	Signature X  X		
Signature date	d 0 9 m 0 1 y 2 0 2 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 **Victor Henry Ellaby**

Company name **Hazlewoods LLP**

Address **Staverton Court**

**Staverton**

Post town

County/Region **Cheltenham**

Postcode **G L 5 1 0 U X**

Country

DX

Telephone **01242 680000**

**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](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)**

**AWH Utility Services Limited**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £		From 18/07/2022 To 09/01/2023 £	From 18/07/2018 To 09/01/2023 £
	<b>ASSETS SPECIFICALLY PLEDGED</b>		
285,614.39	Book debts	NIL	NIL
(171,049.07)	Catalyst Business Finance Ltd	NIL	NIL
		NIL	NIL
	<b>ASSET REALISATIONS</b>		
529,754.65	Asset Value Claims	17,503.00	21,203.00
	Assignment of claims	NIL	70,030.80
	Bank Interest Gross	6.11	74.84
25,850.20	Book Debts & Retentions	NIL	95,303.07
1,400.00	Cash at Bank	NIL	2,309.24
1,250.00	Furniture & Equipment	NIL	779.00
	Petty cash	NIL	3.95
	Rates refund	NIL	53.26
	RFL Refunds	NIL	439.99
	Utility refund	NIL	211.56
		17,509.11	190,408.71
	<b>COST OF REALISATIONS</b>		
	Agents/Valuers Fees	NIL	727.90
	Bona Vacantia	150.00	150.00
	Court fees	NIL	245.00
	DTI Unclaimed Dividends	25.75	25.75
	Employees' claims agents	350.00	3,700.00
	Former employees assistance	NIL	593.85
	Insurance of assets	NIL	140.00
	Legal fees	750.00	22,014.00
	Office Holders expenses	NIL	537.55
	Office Holders Fees	NIL	73,795.60
	Pension claims agent	NIL	1,245.00
	Pre Administration costs	NIL	7,318.40
	Pre appointment legal fees	NIL	1,890.00
	Quantity Surveyor's fees	2,782.50	27,792.30
	Re-direction of mail	NIL	408.00
	Server retention costs	NIL	500.00
	Specific bond	NIL	191.80
	Statement of Affairs costs	NIL	2,511.50
	Statutory advertising	NIL	84.60
	Storage costs	2,319.09	5,641.38
		(6,377.34)	(149,512.63)
	<b>PREFERENTIAL CREDITORS</b>		
	DE Arrears & Holiday Pay	27,102.60	27,102.60
(77,582.57)	Employee Arrears/Hol Pay	13,793.48	13,793.48
		(40,896.08)	(40,896.08)
	<b>UNSECURED CREDITORS</b>		
(663,805.15)	Advanced Payment Creditors	NIL	NIL
(18,547.19)	Banks/Institutions	NIL	NIL
(57,074.00)	Deficit to fixed charge holders	NIL	NIL
(76,201.20)	Directors	NIL	NIL
(434,662.79)	Employees	NIL	NIL
(84,394.54)	HMRC - VAT & PAYE/NIC	NIL	NIL
(164,834.80)	Property leases	NIL	NIL
(2,012,042.68)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL

**AWH Utility Services Limited**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £		From 18/07/2022 To 09/01/2023 £	From 18/07/2018 To 09/01/2023 £
(2,916,424.75)	REPRESENTED BY	(29,764.31)	0.00
			NIL



Victor Henry Ellaby  
Joint Administrator



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BUSINESS RECOVERY & INSOLVENCY

**JOINT ADMINISTRATORS' FINAL PROGRESS REPORT RELATING TO  
AWH UTILITY SERVICES LIMITED ("THE COMPANY") – IN ADMINISTRATION**

## **AWH Utility Services Limited (“the Company”) – In Administration**

### **Executive summary**

The Administrators’ proposals were approved by creditors on 25 September 2018. In accordance with the proposals, we have taken steps to maximise the realisation of the Company’s assets.

The Administration is now complete and we present this our final progress report.

There has been sufficient funds realised to enable a distribution to preferential creditors representing a payment of 56.92p in the £. As preferential creditors have not been paid in full there are no funds available to floating charge or unsecured creditors.

In accordance with the approved proposals the Company will now exit the Administration by way of dissolution, following the filing of this report and appropriate notice at the register of Companies.

This final progress report should be read in conjunction with previous progress reports.

### **Statutory information**

Company name:	AWH Utility Services Limited
Court name and reference:	In the High Court of Justice, No 5992 of 2018
Registered office:	Staverton Court Staverton Cheltenham GL51 0UX
Former registered office:	First Floor, The Black Barn Mythe Business Centre Tewkesbury Gloucestershire GL20 6EA
Registered number:	05049017
Joint Administrators’ names;	Victor Henry Ellaby (Licensed to act as an Insolvency Practitioner in the UK by the Institute of Chartered Accountants in England & Wales no 8020)  Peter Richard James Frost (Licensed to act as an Insolvency Practitioner in the UK by the Insolvency Practitioners Association No 8935)
Joint Administrators’ address:	Hazlewoods LLP Staverton Court Staverton Cheltenham GL51 0UX
Joint Administrators’ date of appointment:	18 July 2018
Actions of Administrators	Any act required or authorised under any enactment to be done by an Administrator may be done by either or both of the Administrators acting jointly or alone.

## **Summary of the Administrators' Proposals**

The following proposals were approved by the creditors by way of a decision procedure on 25 September 2018:

- (a) We continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration. In particular that we:
  - (i) Realise any funds due from the Company's assets, including debtors, retentions and AVs.
  - (ii) investigate and, if appropriate, pursue any claims that the Company may have against any person, firm or Company whether in contract or otherwise, including any officer or former officer of the Company or any person, firm or Company which supplies or has supplied goods or services to the Company; and
  - (iii) do all such things and generally exercise all their powers as Administrators as we consider desirable or expedient at our discretion in order to achieve the purpose of the Administration or protect and preserve the assets of the Company or maximise the realisations of those assets, or of any purpose incidental to these proposals
- (b) the Administration of the Company will end by filing notice of dissolution with the Registrar of companies. The Company will then automatically be dissolved by the registrar of companies three months after the notice is registered.

We consider we have undertaken all tasks required and are now taking steps to close the Administration by way of dissolution. This report will be filed at Companies House and the Company will be dissolved shortly thereafter.

## **Steps taken during the Administration**

As Administrators we act as officers of the Court and must perform our duties in the interests of the creditors as a whole in order to achieve the purpose of the Administration, which is to achieve one of the three objectives set out in the insolvency legislation, namely to:

- (a) rescue the Company as a going concern; or
- (b) achieve a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration); or
- (c) realise property in order to make a distribution to one or more secured or preferential creditors.

At the outset it was clear that objective (a) could not be achieved as no purchaser could be found for the shares of the company and due to the Company's trading and financial circumstances, a Company Voluntary Arrangement was not appropriate or viable.

As a result, we were seeking to achieve objective (b), by taking steps to maximise the value of the outstanding AV claims. If this is not achieved then the third objective may be achieved if there are sufficient asset realisations after the costs of Administration to enable a dividend to the secured or preferential creditors.

During the period since the previous progress report to 17 July 2022, we have:

- Liaised with agents in respect of the AV claim status.
- Took further steps to realise the potential CIS refund that may be owed to the Company.
- Dealt with correspondence from creditors and other stakeholders.
- Paid a first and final dividend of 56.92p in the £ to preferential creditors.



- Prepared and submitted final VAT and corporation tax returns to HMRC.
- Prepared and issued this final report.

There is certain work that we are required by the insolvency legislation to undertake in connection with Administration that provides no financial benefit for creditors. A description of the routine work undertaken since our last progress report is attached as appendix D.

## **Outcome of Administration**

The third statutory purpose (c) above has been achieved in that property has been realised that has enabled a distribution to the preferential creditors.

On 8 December 2022 we declared and paid a first and final dividend to preferential creditors totalling £40,896.08 representing a payment of 56.92p in the £. We therefore consider the purpose of the Administration has been achieved. Unfortunately, there is insufficient funds to enable a payment to floating charge or unsecured creditors.

## **Receipts and Payments Account**

Our Receipts & Payments account for the period from 18 July 2022 to date and for the duration of the Administration is attached as appendix A. The balance of funds were held in an interest-bearing estate bank account.

## **Assets**

We covered at length in our prior progress reports the steps we have taken to realise the Company's assets. We detail below the developments in the period of the Administration.

### *Furniture and equipment*

Funds of £779 were received from our agents Asset Management Services Limited ("AMS") being the net proceeds after sale of the office furniture and equipment at public auction.

### *Asset Value claims ("AV" claims)*

The Company's AV claims were included in the Directors' Statement of Affairs with a book value of £729,755, estimated to realise £529,755. This was despite AV claims only being contractually payable on authorisation by the relevant Independent Gas Transporter ("IGT") following the provision of all required installation information. No authorisation was received by the IGTs to invoice these AV claims prior to Administration.

In our prior progress reports to creditors we confirmed the considerable steps and efforts we took to realise the outstanding claims. The majority of the AV claim balance was in respect of one IGT however there was a second IGT with smaller AV claim balance.

The IGTs had already terminated their contracts with the Company and confirmed that information submitted to them was insufficient and incomplete. As a consequence the IGTs confirmed that they would instruct third party contractors to fulfil the work that AWH could not complete and deduct any costs incurred against the balance of AV claims.

The estimated cost provided by the main IGT for the provision of the necessary information and completion of works was in excess of £1.1M and estimated to take at least 18 months. We previously instructed Construction Management Services ("CMS") to request updated information from the IGTs on the relevant sites and this led to confirmation that the balance owed by the main IGT was completely eroded.

The second IGT previously indicated that there was no residual AV balance due, however on receipt of

the account reconciliation the following was confirmed:

- A payment of £3,700 (since received) was owed to the Company for already adopted sites.
- On successful adoption of the remaining sites there would be a further balance payable to the Company.

CMS had protracted contact with the second IGT to facilitate the adoption of the outstanding sites and agree on any remedial works that are required. The IGT offered £17,503 for settlement. On the advice of CMS we accepted the offer. A deed of settlement between the parties was signed on 1 December 2022 and the £17,503 was received as shown on the receipts and payments summary.

#### *Book debts – local authority bonds and retentions*

As previously reported we instructed CMS to act on our behalf in the realisation of local authority bonds and retentions.

We received £95,303 for the duration of the Administration in relation to local authority bonds and debtors. Funds were only released by local authorities when sites pass inspection. There were instances where costs of rectification were lodged against the bond eroding any balance due. All potential local authority bond balances have now been received and no further amounts are expected.

#### *CIS refund*

We have continued to make enquiries regarding the recovery of CIS deductions from amounts deducted from payments received in the period post Administration. We were hopeful that an estimated balance of £5,000-£15,000 may be recovered, however payment has not been actioned by HMRC who have suggested there is not a balance owed due to amounts already being owed in the period prior to Administration.

During the reporting period we have continued to correspond with the trade body for Insolvency Practitioners, R3, the Association of Business Recovery Professionals. We have also entered into correspondence with a particular department of HMRC that deals with issues arising in insolvency cases that have not been dealt with by other HMRC departments.

As previously confirmed, it is not our intention to keep the Administration open solely to facilitate the payment of this balance as the costs of doing so including legal costs and the costs of obtaining further extensions to the Administration will render it not commercial to continue to pursue the balance.

Therefore, as this the only outstanding matter, the Administration is being closed and any CIS refund due will not be realised.

#### *Rates, Utility and road fund licence refunds*

A total of £704 has been received in respect of sundry refunds.

#### *Cash at bank and in hand*

We received £2,309 following the closure of the Company's bank accounts.

#### *Interest*

Gross interest of £74 has been credited to the administration bank account during the course of administration.

## Liabilities

### *Secured Creditors*

An examination of the Company's mortgage register held by the Registrar of Companies, showed that the Company granted a fixed and floating charge to Catalyst Business Finance Ltd ("Catalyst") on 23 November 2016.

Insolvency legislation requires that if the Company granted a floating charge after 15 September 2003, a prescribed part of the Company's net property (i.e. the money that would otherwise be available to the charge holder) should be ring-fenced for distribution to unsecured creditors.

Net property is nil as the balance of funds in the Administration have been used to defray the costs of Administration and make a distribution to preferential creditors.

### *Preferential Creditors*

The Directors' Statement of Affairs anticipated £77,583 in preferential claims. The claims of former employees in respect of arrears of wages and holiday have been paid by the Redundancy Payments Service ("RPS") and are subrogated to them. We have received the claim from the RPS and their preferential claim totals £44,903.

There are some residual employee claims and during the reporting period we took steps to agree the additional claims. The final claims agreed total £24,234.

We previously instructed Insol Group to assist in dealing with Company's pension schemes including winding-them up, advising members on their options and submitting a claim to the RPS for arrears to be paid to the scheme. This preferential claim amounts to £2,714.

Therefore, total agreed preferential claims to which a distribution was made are £71,850.

### *Unsecured Creditors*

The Directors' Statement of Affairs included 230 unsecured creditors, including the RPS, with an estimated total liability of £3,511,562. We have received claims to date summarised as follows:

Type of creditor	Total of claims received £	Number of claims received	Total of potential claims outstanding £
Trade and expense	1,166,968	104	463,598
Advance payments	1,828,056	38	650,542
Directors & associate	-	-	214,781
Banks	18,583	1	-
HMRC	210,031	1	-
RPS	239,140	1	-
RPS re pension arrears	-	-	3,491
Landlords	75,971	3	115,917
Finance shortfall	33,561	3	89,951
Total	<b>3,572,310</b>	<b>151</b>	<b>1,538,280</b>

We have not received claims from 115 creditors with original estimated claims included on the Directors' Statement of Affairs totalling £1,538,280.

In addition the main IGT referred to above in the Asset Value Claims section, may possibly have an unsecured claim for its remedial costs in excess of the balance owed.

As there will not be a distribution to unsecured creditors, we have not gone to the time and cost of agreeing claims.

## **Investigation into the affairs of the Company**

We conducted extensive investigations during the Administration.

The following matters were raised by creditors and interested parties at the outset:

- Concerns were raised regarding the position of assigned debts.
- Concerns were raised regarding payments made in advance by customers where the Company failed to undertake some or all intended work prior to Administration.
- General concerns were raised regarding the Company's actions in the period shortly prior to Administration, the actions of the Directors and other businesses associated with the Directors both currently and in the past.
- Concerns were raised about regarding credit incurred in the period shortly before Administration.

We recovered, listed and reviewed the Company's accounting records; obtained and reviewed copy bank statements for the 12 months prior to the Company ceasing to trade from the Company's bankers; and compared the information in the Company's last set of accounts with that contained in the Directors' Statement of Affairs lodged in the Administration and made enquiries about the reasons for the changes.

We previously instructed Temple Bright to advise as several potential claims were identified. Due to an absence of adequate funding to pursue litigation, the claims were assigned to Manolete Partners LLP ("Manolette"). The Company (in Administration) retained an interest in the outcome of the claims but the commercial terms of assignment were confidential.

We assisted Manolette in pursuing the claims which were resolved following mediation in November 2020. The terms of settlement are confidential. We are able to report that the Company was due to receive an amount totalling £70,030 by instalments ending in May 2022. As shown on the receipts and payments summary, this amount has been received in full.

We do not consider that the settlement would have been achieved without the assignment to Manolette and the ongoing assistance of the Administrators and Temple Bright.

Within three months of our appointment as Administrators, we are required to submit a confidential report to the Secretary of State to include any matters which have come to our attention during the course of our work which may indicate that the conduct of any past or present Director would make them unfit to be concerned with the management of the Company. We confirm that our report has been submitted.

## **Pre-Administration costs**

On 25 September 2018 the following pre-administration costs were approved by creditors:

Pre-administration costs of Hazlewoods LLP:	£7,318.40
Pre appointment legal costs of Temple Bright:	£1,890.00

These costs have been paid in full, as detailed in the attached receipts and payments account

## **Administrators' remuneration**

Our remuneration was approved on a time cost basis on a fee estimate of £73,795.60. The fees estimate acts as a cap and we are unable to draw remuneration in excess of that estimate without first seeking approval from creditors.

Our time costs for the period from 18 July 2022 to 9 January 2023 amount to £5,513.10 representing 31.8 hours of work at a blended charge out rate of £173.37 per hour. Total time costs for the duration of the Administration to 9 January 2023 amount to £163,801.60, representing 930 hours of work at a blended

charge out rate of £176.13 per hour. The actual blended charge out rate incurred compares with the estimated blended charge out rate of £163.74 in our fees estimate. The actual blended rate is greater due to more senior staff being utilised in investigations and in administration and planning than originally envisaged.

We have not drawn any remuneration in the period from 18 July 2022 to date and have drawn total remuneration for the duration of the Administration of £73,795.60.

A detailed schedule of our time costs incurred to date compared with our original fees estimate is attached as appendix B. As you will note from the above, the total time costs we have incurred in this matter have substantially exceeded the total estimated remuneration we set out in our fees estimate when this was authorised by creditors. This is principally due to:

- Considerably more time being incurred dealing with the potential realisation of AV claims than originally envisaged.
- Considerably more time being incurred in relation to investigations than originally anticipated due to matters requiring detailed investigation and input through to conclusion.
- It was not anticipated at the outset that the Administration would be in place longer than the statutory 12-month period. The Administration was initially extended by creditor consent for a further 12 months and was then extended by the court now three times. This has led to 4 years of Administration time being incurred that was not included in our initial fees estimate.

The time costs in excess of the estimate will be written-off as will any further costs incurred in closing the case.

Details of our current charge-out rates per grade of staff are set-out in the Hazlewoods LLP fees and disbursement policy sheet attached as appendix C.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at [www.creditorinsolvencyguide.co.uk](http://www.creditorinsolvencyguide.co.uk).

Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice 9, and they can be accessed at [www.hazlewoods.co.uk](http://www.hazlewoods.co.uk) under Services, Business Recovery and Insolvency, Technical Guides. There are different versions of these Guidance Notes, and in this case please refer to the "from 6 April 2017" version. We also attach details of Hazlewoods LLP's present hourly rates of staff and disbursement policy.

### **Administrators' Expenses**

Expenses are any 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. Expenses are split into:

- Category 1 expenses, which are payments to persons providing the service to which the expense relates who are not an associate of the office holder; and
- Category 2 expenses, which 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.

During the reporting period we paid category 1 expenses of £6,377.34 representing quantity surveyors' fees, legal fees and storage costs. Total expenses of £75,717.03 have been paid for the duration of the Administration to date as shown on the receipts and payments account attached.

We have additionally incurred further category 2 expenses and professional costs which are as yet unpaid and confirmed in further detail below.

### *Category 2 expenses*

Creditors authorised the recovery of category 2 disbursements on 25 September 2018.

No category 2 disbursements were incurred or recovered in the period of this report. For the duration of the Administration total parking and mileage costs of £614.14 have been incurred of which £537.55 has been recovered and paid.

### *Sub-Contractors*

We outsourced to Insol Group (now known as Evolve IS Limited) the provision of direct advice to the Company's employees and they assisted in the submitting of their claims to Redundancy Payments Office ("RPO") so that these might be processed in a timely fashion. Evolve also assisted in the calculation of the pension scheme arrears of contributions and the submission of the claim to the RPO. This is part of the duties of the administrator, however we considered it could be carried out more efficiently and cost effectively if it was outsourced to Evolve. Evolve have been paid fixed fees for their services totalling £4,945.

### *Professional advisors*

We have used the following agents or professional advisors:

<b>Professional Advisor</b>	<b>Nature of Work</b>	<b>Basis of Fees</b>	<b>Fees incurred in period £</b>	<b>Fees paid in period £</b>	<b>Total Fees incurred £</b>	<b>Outstanding fees at date of report £</b>
Temple Bright	Legal advice throughout the Administration	Time costs as agreed	750	750	22,014	-
AMS	Chattel agents and valuers	Fixed cost	-	-	728	-
CMS	Quantity Surveyor	Time costs as agreed	524	2,782	27,793	-

Temple Bright were instructed in relation to investigations, to provide general advice for the duration of the Administration and have assisted in obtaining extensions to the Administration period from Court.

Insol Group assisted former employees in making claims to the RPS and submitted information to the RPS on the Joint Administrators behalf. They were also instructed to advise on winding-up the Company's pension scheme, advising members on their options and submitting a claim to RPS for pension arrears. Evolve IS were instructed in relation to another of the Company's pension schemes.

AMS were instructed in relation to the valuation and sale of the Company's fixtures, fittings and equipment.

CMS was instructed in the collection of retentions and local authority bonds falling due for repayment and is instructed in relation to correspondence with the IGTs in relation to AV claims. CMS have incurred time costs to 17 July 2022 of £27,793 of which £2,258 was incurred in the period 18 January 2022 to 17 July 2022. These costs were not included in the original fees estimate as we were not made aware of the bonds falling due for repayment at that time. The instruction of CMS has led to realisations in excess of £95,000 however costs are higher than typically expected due to the lack of detailed information within

the Company's records.

The choice of professionals used was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of our fee arrangement with them. We have reviewed the fees charged and are satisfied that they are reasonable in the circumstances of this case.

The total expenses that will be incurred in this matter will exceed the total expenses we estimated would be incurred when our remuneration was authorised by creditors. This is primarily due to professionals having to be engaged in relation to investigations and asset realisations which was not anticipated at the outset.

### **Further Information**

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 Administrator'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 unsecured creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Administrator's 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.

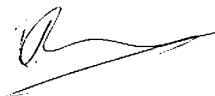
To comply with the Provision of Services Regulations, some general information about Hazlewoods LLP can be found at [www.hazlewoods.co.uk](http://www.hazlewoods.co.uk) under Services, Business Recovery and Insolvency, Technical Guides.

Hazlewoods LLP uses personal information in order to fulfil the legal obligations of our Insolvency Practitioners under the Insolvency Act and other relevant legislation, and also to fulfil the legitimate interests of keeping creditors and others informed about the insolvency proceedings. You can find more information on how Hazlewoods LLP uses your personal information on our website at [www.hazlewoods.co.uk/Privacy-Policy.aspx](http://www.hazlewoods.co.uk/Privacy-Policy.aspx).

### **Summary**

The Administration period was extended to 17 January 2023 to enable the only matters outstanding to be resolved. These were the collection of the potential CIS refund, resolution of the remaining potential AV claim balance and payment of a dividend to preferential creditors. As reported above the only matter outstanding is the receipt of the potential CIS refund. As there is considerable doubt as to whether there will be any recovery we do not propose to keep the administration open.

The Administration as approved in the proposals is now complete and our files will be closed. If creditors have any queries regarding these proposals or the conduct of the Administration in general, or if they want hard copies of any of the documents made available on-line, they should contact Nick Stafford on 01242 680000, or email to [creditors@hazlewoods.co.uk](mailto:creditors@hazlewoods.co.uk).



**V H Ellaby**  
**Joint Administrator**



**Peter Frost**  
**Joint Administrator**

**9 January 2023**

The Joint Administrators are agents of the Company and act without personal liability.

**AWH Utility Services Limited**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £		From 18/07/2022 To 09/01/2023 £	From 18/07/2018 To 09/01/2023 £
	<b>ASSETS SPECIFICALLY PLEDGED</b>		
285,614.39	Book debts	NIL	NIL
(171,049.07)	Catalyst Business Finance Ltd	NIL	NIL
		NIL	NIL
	<b>ASSET REALISATIONS</b>		
529,754.65	Asset Value Claims	17,503.00	21,203.00
	Assignment of claims	NIL	70,030.80
	Bank Interest Gross	6.11	74.84
25,850.20	Book Debts & Retentions	NIL	95,303.07
1,400.00	Cash at Bank	NIL	2,309.24
1,250.00	Furniture & Equipment	NIL	779.00
	Petty cash	NIL	3.95
	Rates refund	NIL	53.26
	RFL Refunds	NIL	439.99
	Utility refund	NIL	211.56
		17,509.11	190,408.71
	<b>COST OF REALISATIONS</b>		
	Agents/Valuers Fees	NIL	727.90
	Bona Vacantia	150.00	150.00
	Court fees	NIL	245.00
	DTI Unclaimed Dividends	25.75	25.75
	Employees' claims agents	350.00	3,700.00
	Former employees assistance	NIL	593.85
	Insurance of assets	NIL	140.00
	Legal fees	750.00	22,014.00
	Office Holders expenses	NIL	537.55
	Office Holders Fees	NIL	73,795.60
	Pension claims agent	NIL	1,245.00
	Pre Administration costs	NIL	7,318.40
	Pre appointment legal fees	NIL	1,890.00
	Quantity Surveyor's fees	2,782.50	27,792.30
	Re-direction of mail	NIL	408.00
	Server retention costs	NIL	500.00
	Specific bond	NIL	191.80
	Statement of Affairs costs	NIL	2,511.50
	Statutory advertising	NIL	84.60
	Storage costs	2,319.09	5,641.38
		(6,377.34)	(149,512.63)
	<b>PREFERENTIAL CREDITORS</b>		
	DE Arrears & Holiday Pay	27,102.60	27,102.60
(77,582.57)	Employee Arrears/Hol Pay	13,793.48	13,793.48
		(40,896.08)	(40,896.08)
	<b>UNSECURED CREDITORS</b>		
(663,805.15)	Advanced Payment Creditors	NIL	NIL
(18,547.19)	Banks/Institutions	NIL	NIL
(57,074.00)	Deficit to fixed charge holders	NIL	NIL
(76,201.20)	Directors	NIL	NIL
(434,662.79)	Employees	NIL	NIL
(84,394.54)	HMRC - VAT & PAYE/NIC	NIL	NIL
(164,834.80)	Property leases	NIL	NIL
(2,012,042.68)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL



**AWH Utility Services Limited**  
**(In Administration)**  
**Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £		From 18/07/2022 To 09/01/2023 £	From 18/07/2018 To 09/01/2023 £
(2,916,424.75)	REPRESENTED BY	(29,764.31)	0.00
			NIL

Victor Henry Ellaby  
Joint Administrator

**AWH Utility Services Limited - In Administration**

Appendix B

**Summary of Administrators' time costs and disbursements incurred and billed**

	Incurred in period 18/07/2018 to 09/01/2023	Billed in period 18/07/2018 to 09/01/2023	Incurred in period 18/07/2022 to 09/01/2023	Billed in period 18/07/2022 to 09/01/2023	Unbilled
<b><u>Time Costs</u></b>	£	£	£	£	£
Administrators' fees	163,801.60	73,795.60	5,513.10	-	90,006.00
<b>Administrators' Total Post Appointment Fees</b>	<b>163,801.60</b>	<b>73,795.60</b>	<b>5,513.10</b>	<b>-</b>	<b>90,006.00</b>
<b><u>Category 2 Disbursements</u></b>					
Mileage & parking	614.14	537.55	-	-	76.59
<b><u>Category 1 Disbursements</u></b>					
Storage and collection costs	70.00	70.00	-	-	-
Re-Direction of Mail	408.00	408.00	-	-	-
Statutory bond	191.80	191.80	-	-	-
Former employee assistance	593.85	593.85	-	-	-
Insol HR costs	3,050.00	3,050.00	-	-	-
Statutory advertising	84.60	84.60	-	-	-
<b>Total Disbursements</b>	<b>5,012.39</b>	<b>4,935.80</b>	<b>-</b>	<b>-</b>	<b>76.59</b>

**Administrators' time summaries**

A summary of the time costs incurred by grade of staff and the nature of work undertaken is as follows.

<b>Total incurred for period 18/07/2022 to 09/01/2023</b>								
Classification of work	HOURS						Total cost incurred £	Average hourly rate £
	Partner & Appointment Taker	Director	Manager	Supervisor	Administrator	Total Hours		
<b>Administration &amp; planning</b>								
Appointment formalities	-	-	-	-	-	-	-	-
Statutory reporting	4.50	-	1.90	-	-	6.40	1,401.20	218.94
Administration & planning	0.30	-	2.90	-	-	3.20	573.50	179.22
Closing formalities	-	-	3.10	-	-	3.10	582.80	188.00
	4.80	-	7.90	-	-	12.70	2,557.50	201.38
<b>Investigations</b>								
CDDA reports	-	-	-	-	-	-	-	-
Antecedent transactions	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Realisation of assets</b>								
Property	-	-	-	-	-	-	-	-
Trade debtors	2.5	-	0.3	-	-	2.8	636.40	227.29
Other assets	-	-	1.9	-	-	1.9	357.20	188.00
	2.5	-	2.2	-	-	4.7	993.60	211.40
<b>Trading</b>	-	-	-	-	-	-	-	-
<b>Creditors</b>								
Secured creditors	-	-	-	-	-	-	-	-
Employees	-	-	-	-	-	-	-	-
Other creditors & dividends	-	-	14.4	-	-	14.4	1,962.00	136.25
	-	-	14.4	-	-	14.4	1,962.00	136.25
<b>Total for period</b>	7.3	-	24.5	-	-	31.8	5,513.10	173.37

<b>Total for duration of case 18/07/2018 to 09/01/2023</b>						
Classification of work	Total Hours	Total Cost £	Average Hourly Rate £	Original fee estimate Hours	Original fee estimate £	Original fee estimate hourly rate £
<b>Administration &amp; planning</b>						
Appointment formalities	50.6	8,204.80	162.15			
Statutory reporting	99.5	16,229.20	163.11			
Vat and tax returns	5.1	644.30	126.33			
Administration & planning	156.2	27,158.70	173.87			
Closing formalities	3.8	705.30	185.61			
	315.20	52,942.30	167.96	165.70	24,253.60	146.37
<b>Investigations</b>						
CDDA reports	8.5	1,412.40	166.16			
Antecedent transactions	205.3	41,459.60	201.95			
	213.8	42,872.00	200.52	42.50	8,006.00	188.38
<b>Realisation of assets</b>						
Property	5.3	858.60	162.00			
Trade debtors	94.8	18,730.40	197.58			
Other assets	113.3	19,419.20	171.40			
	213.4	39,008.20	182.79	109.50	22,518.00	205.64
<b>Trading</b>	-	-	-	-	-	-
<b>Creditors</b>						
Secured creditors	1.5	420.00	280.00			
Employees	13.2	2,205.00	167.05			
Other creditors & dividends	172.9	26,354.10	152.42			
	187.6	28,979.10	154.47	133.00	19,019.00	142.99
<b>Total to date</b>	930.0	163,801.60	176.13	450.70	73,796.60	163.74

**HAZLEWOODS LLP****FEES AND DISBURSEMENTS POLICY STATEMENT****Fees and Charging Policy**

- Grades of staff are charged at an hourly rate that is subject to periodic review. Below are the present hourly rates.
- Work undertaken by cashiers and support staff relating to specific tasks is charged. Support staff time is charged to the case and the rates are within the Administrator grade banding.
- Time spent by partners and all staff in relation to the insolvency estate are charged to the estate.
- Time is recorded in six-minute units.
- Time billed is subject to Value Added Tax (VAT) at the applicable rate.

Time properly incurred in connection with the case is charged at the following hourly rates.

<b>Grade</b>	<b>Present £</b>	<b>01/05/22 £</b>	<b>01/02/22 £</b>
Partner	305 & 330	305 & 320	300
Director	232 & 240	232	225
Manager	140-190	140-188	136-182
Associate	108-134	108-134	106-132
Administrator	52-96	52-96	48-92

Hourly rates are periodically reviewed.

**Expenses**

Where expenses are incurred in respect of the insolvent estate, they will be recharged and comprise two categories.

***Category 1 (Approval not required)***

These are where Hazlewoods LLP has met a specific cost to a third party. Such expenses may include items such as advertising, couriers, travel (by public transport), searches at Companies House, land registry searches, fees in respect of swearing legal documents, external printing costs, bonding etc. In each case, the charge will be reimbursement of a specific expense incurred.

***Category 2 (Approval required)***

These are not capable of precise identification and allocation, eg: expenses that include an element of shared or allocated costs. This type of expense requires the approval of Creditors prior to being drawn from the estate.

This includes the cost of travel where staff use either their own vehicles or company cars in travelling connected with the insolvency. A charge is made at HM Revenue & Customs approved rate, presently 45p per mile.

Summarised below are the categories of expenses, which may be incurred in connection with the administration of this case.

<b>Expense</b>	<b>Charge policy</b>	<b>Category of disbursement</b>
Business mileage	HM Revenue & Customs approved rate (currently 45p per mile)	2
Postage	At cost	1
Storage	Offsite storage at cost	1
Company searches	At cost	1
Individual/Directors searches	At cost	1
Other third-party expenses incurred directly in connection with the case	At cost	1

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

## Appendix D

### Routine work undertaken since our last progress report

#### 1. Administration

- Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.
- Maintaining physical case files.
- Maintaining the case on the practice's electronic case management system and entering data.
- Dealing with all routine correspondence and emails relating to the case.
- Maintaining and managing the office holder's estate bank account.
- Maintaining and managing the office holder's cashbook.
- Undertaking regular bank reconciliations of the bank account containing estate funds.
- Reviewing the adequacy of the specific penalty bond on a quarterly basis.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case administrators.
- Preparing, reviewing and issuing the final progress report to creditors and members.
- Filing returns at Companies House.
- Preparing and filing final VAT returns.
- Preparing and filing final Corporation Tax returns.

#### 2. Creditors

Claims of creditors - the office holder needs to maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of the management of the case, and to ensure that notices and reports can be issued to the creditors. The office holder also needs to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The office holder is required to undertake this work as part of his statutory functions.

- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.
- Corresponding with employees regarding their claims.
- Reviewing proofs of debt received from creditors, adjudicating on them and formally admitting them for the payment of a dividend.
- Declaring and paying first and final dividend to preferential creditors.