

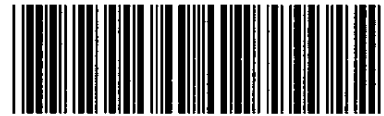
LIQ03

Notice of progress report in voluntary winding up



Companies House

TUESDAY



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17/09/2019

#97

COMPANIES HOUSE

1 Company details

Company number 0 5 5 7 2 5 6 1

Company name in full Core VCT Plc

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Laurence

Surname Pagden

3 Liquidator's address

Building name/number Lynton House

Street 7 - 12 Tavistock Square

Post town London

County/Region

Postcode W C 1 H 9 L T

Country

4 Liquidator's name

Full forename(s) Simon James

Surname Underwood

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address

Building name/number Lynton House

Street 7 - 12 Tavistock Square

Post town London

County/Region

Postcode W C 1 H 9 L T

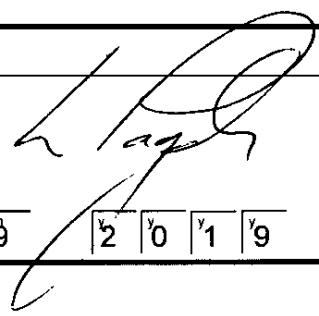
Country

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 2	^d 0	^m 0	^m 7	^y 2	^y 0	^y 1	^y 8				
To date	^d 1	^d 9	^m 0	^m 7	^y 2	^y 0	^y 1	^y 9				
7	Progress report											
<input checked="" type="checkbox"/> The progress report is attached												
8	Sign and date											
Liquidator's signature	<div>Signature X  X</div>											
Signature date	^d 1	^d 6	^m 0	^m 9	^y 2	^y 0	^y 1	^y 9				

LIQ03

Notice of progress report in voluntary winding up



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 **Carly Barrington**

Company name **Menzies LLP**

Address
Lynton House
7 - 12 Tavistock Square

Post town
London

County/Region

Postcode **W C 1 H 9 L T**

Country

DX

Telephone
020 7387 5868



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

**CORE VCT PLC
CORE VCT IV PLC
CORE VCT V PLC
ALL IN MEMBERS' VOLUNTARY LIQUIDATION**

(TOGETHER "THE COMPANIES")

**JOINT LIQUIDATORS' ANNUAL PROGRESS REPORT TO MEMBERS PURSUANT TO SECTION 92A
OF THE INSOLVENCY ACT 1986 AND RULE 18.3 OF THE INSOLVENCY (ENGLAND AND WALES)
RULES 2016**

FOR THE PERIOD 20 JULY 2018 TO 19 JULY 2019

DATED 16 SEPTEMBER 2019

ABBREVIATIONS AND DEFINITIONS

Abbreviation or definition	Meaning
the Act	Insolvency Act 1986
Allied	Allied International Holdings Limited
c.	Circa / approximately
Companies	Core VCT PLC, Core VCT IV PLC and Core VCT V PLC (together the Companies and each a Company)
the directors	The directors of the Company
Firm	Menzies LLP
the Former Liquidators	Mark Robert Fry of Begbies Traynor (London) LLP and Neil John Mather of Mazars LLP (formerly of Begbies Traynor (London) LLP)
Harcus Parker	Harcus Parker Limited, legal advisors
Joint Liquidators / my / we	Laurence Pagden and Simon James Underwood, both of Menzies LLP
LSE	London Stock Exchange
the Manager	Core Capital Partners LLP, an entity authorised and regulated by the Financial Conduct Authority
Reporting Period	20 July 2018 to 19 July 2019
the Rules	Insolvency (England & Wales) Rules 2016
SIP9	Statement of Insolvency Practice 9
SMEs	Small and medium sized enterprises
Stewarts Law	Stewarts Law LLP, legal advisors
VCT	Venture capital trust as defined in Section 259 of the Income Tax Act 2007

1. INTRODUCTION AND BACKGROUND

Introduction

- 1.1 Simon Underwood and I were appointed Joint Liquidators of the Companies on 20 July 2018 by an order of the High Court. I now present our progress report for the year ended 19 July 2019 pursuant to Section 92A of the Act and Rule 18.3 of the Rules.
- 1.2 We are required to provide certain statutory information about the Companies and the Joint Liquidators in accordance with provisions of the Rules. This information can be found in Appendix I.
- 1.3 Our receipts and payments accounts for the Reporting Period are attached at Appendix II.
- 1.4 Details of the progress made during the Reporting Period are set out below.

Background

- 1.5 The Companies were listed VCTs which made investments in SMEs.
- 1.6 On 16 April 2015 the Companies were placed into Members' Voluntary Liquidation, and Mark Robert Fry and Neil John Mather were appointed Joint Liquidators. The Liquidations were concluded on 10 August 2016 and the Companies were dissolved on 18 November 2016.
- 1.7 On 18 June 2018 Mr Timothy Grattan (as a shareholder of all of the Companies) made a Court application to restore the Companies to the register. On 20 July 2018, Mr Justice Fancourt ordered that the Companies be restored '*in the interests of justice*' and that Simon Underwood and I be appointed Joint Liquidators. The intention is that the Joint Liquidators investigate the Companies' financial affairs.
- 1.8 Further information on our investigations during the Reporting Period can be found in Section 4.

2. ASSET REALISATIONS

- 2.1 As at the date of our appointment on 20 July 2018, there were no known assets. All known assets had been realised and proceeds distributed by the Former Liquidators. The amounts realised were shown in the Former Liquidators' final progress report dated 10 August 2016.
- 2.2 We have now been informed that the report did not correctly show the amounts realised from particular investments.

- 2.3 The following figures appear in the receipts and payments accounts within the final progress report, as prepared by the Former Liquidators:

Receipts (as shown in the final progress report)			
	Core VCT £	Core VCT IV £	Core VCT V £
Sale proceeds: Allied	13,880,170.00	1,366,409.00	1,366,409.00
Sale proceeds: Limited Partnership (Core Capital I LP)	16,834,601.88	2,226,572.45	2,226,572.45
Sale proceeds: Baxters	1,064,518.00	726,023.00	971,141.00
Deferred consideration: Kelway Holdings Limited	1,005,868.00	132,940.00	132,940.00
Cash at bank	90,559.97	1,167,098.23	1,348,589.42
Tax refund	-	283.70	471.53
Total	32,875,717.85	5,619,326.38	6,046,123.40

- 2.4 However, the amounts above were presented incorrectly. Certain items, namely that the value realised from the Companies' investments in Allied and the Companies' partnership interest in Core Capital I LP, were consolidated as being attributable to Allied only.
- 2.5 In addition, the non-deferred sale proceeds from the disposal of the Companies' investments in Kelway Holdings Limited were incorrectly presented as being attributable to the sale proceeds received from the disposal of the Companies' partnership interests in Core Capital I LP.
- 2.6 The figures below reflect what Mr Fry now says is the actual position had the receipts and payments accounts been accurately prepared.

Receipts (revised)			
	Core VCT £	Core VCT IV £	Core VCT V £
Sale proceeds: Allied	3,760,655.00	28,971.00	28,971.00
Sale proceeds: Limited Partnership (Core Capital I LP)	10,119,515.00	1,337,438.00	1,337,438.00
Sale proceeds: Kelway pre-Liquidation	16,834,601.88	2,226,572.45	2,226,572.45
Sale proceeds: Baxters	1,064,518.00	726,023.00	971,141.00
Deferred consideration: Kelway Holdings Limited	1,005,868.00	132,940.00	132,940.00
Cash at bank	90,559.97	1,167,098.23	1,348,589.42
Tax refund	-	283.70	471.53
Total	32,875,717.85	5,619,326.38	6,046,123.40

3. LIABILITIES

- 3.1 The Companies have no known liabilities.

4. INVESTIGATIONS

- 4.1 Shortly after our appointment as Joint Liquidators, we wrote to c.45 parties who had been involved with the Companies prior to and during the previous Liquidations up until 10 August 2016, to advise them of the Companies' restorations, requesting them to deliver up documentation in their possession, and provide the Joint Liquidators with certain information.
- 4.2 Despite receiving information and documentation from a number of those parties, others did not comply with our requests including the Former Liquidators and the Manager.
- 4.3 On 23 August 2018 the Joint Liquidators issued a court application pursuant to Sections 234 to 236 of the Act against five parties seeking the delivery up of documentation and provision of information to assist our investigations. That application was initially heard on 10 September 2018.
- 4.4 On 11 September 2018 an application to court was issued by Mr Fry, one of the Former Liquidators, and Mr Walid Fakhry of the Manager, for the Joint Liquidators to be removed from office and for the Former Liquidators to be appointed in their place (the 'Removal Application').
- 4.5 The High Court hearing in respect of the Removal Application was heard on 23 and 26 November 2018. Judgment was handed down on 15 March 2019 dismissing the Removal Application in its entirety and awarding costs to the Joint Liquidators. Permission to appeal was refused.
- 4.6 On 15 March 2019 an order was made compelling those parties to deliver any documentation they held in respect books and records of the Companies within 14 days of the order, and other information and documentation within 28 days of the order. A costs order was also awarded in the Joint Liquidators' favour. That documentation was received.
- 4.7 On 5 April 2019 Mr Fakhry applied directly to the Court of Appeal to appeal the High Court decision in respect of the Removal Application. On 6 June 2019, permission to appeal was given by the Court. The appeal was granted on the basis *'that there were issues to be raised about the correct procedure to be followed by a dissentient shareholder in a solvent company.'*
- 4.8 The appeal is scheduled to be heard on 28 and 29 January 2020.
- 4.9 In the interim, we continue to obtain and review information from the various parties. At the present time we are unable to disclose further information in respect of our investigations.

5. DISTRIBUTIONS TO MEMBERS

- 5.1 There have been no distributions to members of the Companies made in the Reporting Period.

6. JOINT LIQUIDATORS' REMUNERATION

Joint Liquidators' remuneration

- 6.1 On 15 April 2015 the Former Liquidators' remuneration was fixed by *'reference to the time properly given by the Liquidators and their various grades of their staff calculated at the prevailing hourly charge out rates in attending to matters arising in the Liquidation'*.
- 6.2 Pursuant to Rule 18.31 of the Rules, the resolution in effect prior to the Former Liquidators ceasing to act continues to apply in relation to any subsequently appointed Liquidator.

- 6.3 During the Reporting Period, the Joint Liquidators' and our staff have incurred the following time costs:

	Core VCT PLC	Core IV PLC	Core V PLC
Total time costs (£)	120,331	102,068	104,206
Total hours	282	235	240
Average hourly rate (£)	427	434	434
Total charged exc VAT (£)	75,000	61,800	63,200

- 6.4 During the Reporting Period, the Joint Liquidators have charged remuneration but this has not been paid. However, should there be any realisations, we shall in due course revert to shareholders.
- 6.5 We have called on our colleagues in our forensics department where we needed expert advice and assistance with our investigations. During the Reporting Period they have incurred time costs of £93,442 across the Companies. During the reporting period they charged remuneration of £50,000 plus VAT but this has not been paid.
- 6.6 Please see attached the following:
- Appendix III - A breakdown of the time costs incurred by the Joint Liquidators and our staff during the Reporting Period; and
 - Appendix IV - Narrative of work undertaken during the Reporting Period.
- 6.7 A copy of "A Members' Guide to Insolvency Practitioners Fees", together with an explanatory note which shows Menzies LLP's fee policy are available at the link <https://www.menzies.co.uk/helping-you/business-recovery/fees-guide/>

7 JOINT LIQUIDATORS' EXPENSES

Professional costs

- 7.1 As can be seen from the receipts and payments accounts attached at Appendix II, no payments have been made from the Liquidation accounts in respect of professional costs and/or other expenses.
- 7.2 Stewarts Law, a firm of solicitors were appointed by certain of the Companies shareholders to assist with the restoration of the Companies to the register. On our appointment, Stewarts Law were engaged by the Joint Liquidators' to assist with our investigations and the matters referred to in Section 4 above. Input from Counsel has also been required.

Below are a schedule of costs of Stewarts Law and Counsel, including disbursements from the date of appointment until disengagement on 7 June 2019, please note that the invoices below are exclusive of VAT:

	Invoices £
Stewarts Law	552,219.61
Counsel	360,819.84
Total	913,039.45

7.3 Following the successful defence of the Removal Application and securing orders under Section 234 and 236 of the Act, Marcus Parker replaced Stewarts Law.

7.4 Below are the costs incurred by Marcus Parker and our instructed Counsel during the Reporting Period:

	Invoices £
Marcus Parker	73,089.45
Counsel	45,330.01
Total	118,419.46

Joint Liquidators' Disbursements

- 7.5 In relation to disbursements, where my firm has incurred a cost that is directly referable to these matters and the payment was made to a third party, these costs will be reimbursed. Disbursements of this nature which my firm has incurred and where applicable, reimbursed during this period, are shown below.
- 7.6 No disbursements have or will be claimed which, while they are costs referable to these matters, did not involve a payment to a third party. Neither will any cost be reimbursed which includes an element of shared or allocated cost (e.g. photocopying).

- 7.7 Scheduled below are a list of the disbursements we have incurred in the Reporting Period for each of the Companies, exclusive of VAT. These disbursements have been paid by our firm, but not yet reimbursed.

Core VCT PLC

Type of disbursement	Incurred in the period 20 July 2018 to 19 July 2019 (£)	Reimbursed in period (£)	Remains outstanding (£)
Statutory advertising	80.10	-	80.10
Storage	115.00	-	115.00
Specific penalty bond	20.00	-	20.00
Postage	28.60	-	28.60
Courier	12.44	-	12.44
Total	256.14	-	256.14

Core VCT IV PLC

Type of disbursement	Incurred in the period 20 July 2018 to 19 July 2019 (£)	Reimbursed in period (£)	Remains outstanding (£)
Statutory advertising	80.10	-	80.10
Storage	-	-	-
Specific penalty bond	20.00	-	20.00
Total	100.10	-	100.10

Core VCT V PLC

Type of Disbursement	Incurred in the period 20 July 2018 to 19 July 2019 (£)	Reimbursed in period (£)	Remains outstanding (£)
Statutory advertising	80.10	-	80.10
Storage	-	-	-
Specific penalty bond	20.00	-	20.00
Total	100.10	-	100.10

8. MEMBERS' RIGHTS

Members' right to request further information

- 8.1 Members of a Company with at least 5% of the total voting rights of all the members having the right to vote at a general meeting of the Company or a member with the permission of the court, may (in writing) request me to provide additional information regarding remuneration or expenses already supplied within this account in accordance with Rule 18.9 of the Rules. In

accordance with Rule 18.9(2) of the Rules, such a request or application for permission must be made within 21 days of receipt of this report.

Members' right to challenge remuneration and/or expenses

- 8.2 Members of a Company with at least 10% of the total voting rights of all the members having the right to vote at general meetings of the Company, or any member with permission of the court, may apply to court for one or more orders under rule 18.36(4) and 18.37(4) of the Rules. In accordance with Rule 18.34(3), such applications must be made within eight weeks of receipt of this account.

9. ASSETS WHICH REMAIN TO BE REALISED/OUTSTANDING MATTERS

- 9.1 We continue to undertake our investigations. Further details can be found at Section 4.

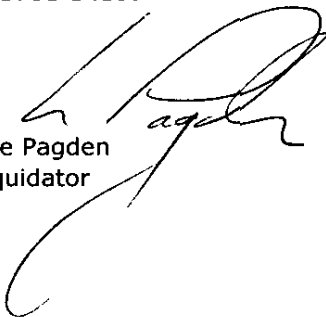
10 DATA PROTECTION NOTICE

- 10.1 The Joint Liquidators are data controllers of personal data as defined by the relevant provisions of the applicable data protection legislation. Menzies LLP will act as a data processor on our instructions. Personal data will be kept secure and processed only for matters relating to the Liquidation appointment. Full details of our privacy notice is at the following link:
<https://www.menzies.co.uk/legal/>.

11. CONCLUDING REMARKS

- 11.1 The Liquidations will remain open until we have concluded our investigations. At present I am unable to provide a timescale as to when our investigations will be concluded.
- 11.2 I will report again on the progress of the Liquidations after the next anniversary of the Liquidations or in the proposed final accounts, whichever is earlier.
- 11.3 Given the appeal to be heard in January 2020, it is difficult for me to make any additional comments at this time in relation to the Liquidations and investigations. However, should you require further information, or you would like hard copies of any of the documents made available online, please contact my colleague Carly Barrington by email at cbarrington@menzies.co.uk or by phone on 020 3795 3459.

Laurence Pagden
Joint Liquidator

A handwritten signature in black ink, appearing to read 'Laurence Pagden', is written over the printed name and title.

Appendix I

STATUTORY INFORMATION ABOUT THE COMPANIES AND LIQUIDATORS

Company name:	Core VCT PLC
Company number:	05572561
Trading address:	N/A
Registered office:	Lynton House 7-12 Tavistock Square London WC1H 9LT
Former registered office:	9 South Street London W1K 9LT
Principle trading activity:	Venture and development capital
Joint Liquidators' names:	Laurence Pagden and Simon James Underwood
Joint Liquidators' address:	Lynton House, 7 - 12 Tavistock Square, London, WC1H 9LT
Date of appointment:	20 July 2018
Details of any changes of Liquidator:	There were no changes of Liquidator in this period
Contact for Liquidators:	Carly Barrington on 0203 795 3459 or cbarrington@menzies.co.uk

Company name:	Core VCT IV PLC
Company number:	05957412
Trading address:	N/A
Registered office:	Lynton House 7-12 Tavistock Square London WC1H 9LT
Former registered office:	9 South Street London W1K 9LT
Principle trading activity:	Venture and development capital
Joint Liquidators' names:	Laurence Pagden and Simon James Underwood
Joint Liquidators' address:	Lynton House, 7 - 12 Tavistock Square, London, WC1H 9LT
Date of appointment:	20 July 2018
Details of any changes of Liquidator:	There were no changes of Liquidator in this period
Contact details of Liquidators:	Carly Barrington on 0203 795 3459 or cbarrington@menzies.co.uk

Company name:	Core VCT V PLC
Company number:	05957415
Trading address:	N/A
Registered office:	Lynton House 7-12 Tavistock Square London WC1H 9LT
Former registered office:	9 South Street London W1K 9LT
Principle trading activity:	Venture and development capital
Joint Liquidators' names:	Laurence Pagden and Simon James Underwood
Joint Liquidators' address:	Lynton House, 7 - 12 Tavistock Square, London, WC1H 9LT
Date of appointment:	20 July 2018
Details of any changes of Liquidator:	There were no changes of Liquidator in this period
Contact details of Liquidators:	Carly Barrington on 0203 795 3459 or cbarrington@menzies.co.uk

Appendix II

Joint Liquidators' receipts and payments account for the period 20 July 2018 to 19 July 2019

Core VCT PLC (In Liquidation)

Summary of receipts and payments 20 July 2018 to 19 July 2019

Receipts	Total (£)
	-
	<hr/>
	<hr/>
Payments	
	-
	<hr/>
	<hr/>
Balance in hand	<hr/> <hr/>

Core VCT IV PLC
(In Liquidation)

Summary of receipts and payments
20 July 2018 to 19 July 2019

Receipts	Total (£)
	-
	<hr/>
	<hr/>
Payments	
	-
	<hr/>
	<hr/>
Balance in hand	<hr/>

Core VCT V PLC
(In Liquidation)

Summary of receipts and payments
20 July 2018 to 19 July 2019

Receipts	Total (£)
	-
	<hr/>
	<hr/>
Payments	
	-
	<hr/>
	<hr/>
Balance in hand	<hr/>

Appendix III – Joint Liquidators' time cost analysis for the period 20 July 2018 to 19 July 2019

Core VCT PLC (In Members' Voluntary Liquidation)

Analysis of Joint Liquidators' time costs Period 20 July 2018 to 19 July 2019

	Partner / Director	Manager	Administrator	Cashier	Total hours	Charge £	Average rate £
Period 20 July 2018 to 19 July 2019							
Administration and planning	84.85	4.20	6.50	1.50	97.05	44,092.75	454.33
Members and creditors	4.10	0.50	-	-	4.60	2,175.00	472.83
Realisation of assets	-	-	-	-	-	-	-
Investigations	93.00	83.20	4.20	-	180.40	74,063.50	410.55
Hours	181.95	87.90	10.70	1.50	282.05	120,331.25	426.63
Charge (£)	89,858.75	28,661.50	1,523.00	288.00			

CHARGE OUT RATES OF INSOLVENCY TEAM MEMBERS

	From 1 Oct 2018 £ per hour	From 10 May 2018 £ per hour	1 Oct 2017 – 9 May 2018 £ per hour
Partner/Director	375-505	365-505	365-505
Manager	250-345	225-295	225-295
Senior	215	210	195
Administrator	80-200	75-195	75-195
Support Staff	95-100	80-95	80-95

There may have been a number of promotions through the various grades during the period of the administration

Overhead costs are reflected in the charge out rates detailed

The charge-out rate of the Insolvency Practitioners for this assignment is currently £505 and £405 per hour, a manager is £250 and the administrator is £100 per hour

Time is recorded in minimum units of 6 minutes

In common with many professional firms, our scale rates may rise to cover inflationary cost increases

- Note 1**
- Note 2**
- Note 3**
- Note 4**
- Note 5**

Core VCT IV PLC
(In Members' Voluntary Liquidation)

Analysis of Joint Liquidators' time costs
Period 20 July 2018 to 19 July 2019

Partner / Director	Manager	Administrator	Cashier	Total hours	Charge £	Average rate £
67.30	3.70	2.30	0.90	74.20	35,193.00	474.30
4.10	-	-	-	4.10	2,002.50	488.41
-	-	-	-	-	-	-
79.90	75.90	1.00	-	156.80	64,872.00	413.72
151.30	79.60	3.30	0.90	235.10	102,067.50	434.15
75,424.50	26,028.00	444.00	171.00			

Period 20 July 2018 to 19 July 2019
Administration and planning
Members and creditors
Realisation of assets
Investigations
Hours
Charge (£)

CHARGE OUT RATES OF INSOLVENCY TEAM MEMBERS

	From 1 Oct 2018 £ per hour	From 10 May 2018 £ per hour	1 Oct 2017 - 9 May 2018 £ per hour
Partner/Director	375-505	365-505	365-505
Manager	250-345	225-295	225-295
Senior	215	210	195
Administrator	80-200	75-195	75-195
Support Staff	95-100	80-95	80-95

There may have been a number of promotions through the various grades during the period of the administration
Overhead costs are reflected in the charge out rates detailed

The charge-out rate of the Insolvency Practitioners for this assignment is currently £505 and £405 per hour, a manager is £250 and the administrator is £100 per hour
Time is recorded in minimum units of 6 minutes

In common with many professional firms, our scale rates may rise to cover inflationary cost increases

Note 1
Note 2
Note 3
Note 4
Note 5

Core VCT V PLC
(In Members' Voluntary Liquidation)

Analysis of Joint Liquidators' time costs
Period 20 July 2018 to 19 July 2019

Partner / Director	Manager	Administrator	Cashier	Total hours	Charge £	Average rate £
67.30	4.10	2.60	0.90	74.90	35,335.00	471.76
4.10	0.20	-	-	4.30	2,071.50	481.74
-	0.30	-	-	0.30	88.50	295.00
83.90	75.50	1.00	-	160.40	66,711.00	415.90
155.30	80.10	3.60	0.90	239.90	104,206.00	434.37
77,386.50	26,162.50	486.00	171.00			

Period 20 July 2018 to 19 July 2019
Administration and planning
Members and creditors
Realisation of assets
Investigations
Hours
Charge (£)

CHARGE OUT RATES OF INSOLVENCY TEAM MEMBERS

	From 1 Oct 2018 £ per hour	From 10 May 2018 £ per hour	1 Oct 2017 - 9 May 2018 £ per hour
Partner/Director	375-505	365-505	365-505
Manager	250-345	225-295	225-295
Senior	215	210	195
Administrator	80-200	75-195	75-195
Support Staff	95-100	80-95	80-95

There may have been a number of promotions through the various grades during the period of the administration.

Overhead costs are reflected in the charge out rates detailed

The charge-out rate of the Insolvency Practitioners for this assignment is currently £505 and £405 per hour, a manager is £250 and the administrator is £100 per hour

Time is recorded in minimum units of 6 minutes

In common with many professional firms, our scale rates may rise to cover inflationary cost increases

Note 1
Note 2
Note 3
Note 4
Note 5

Core VCT PwC
(In Members' Voluntary Liquidation)

Analysis of Menzies forensic team time costs
Period 20 July 2018 to 19 July 2019

Period 20 July 2018 to 19 July 2019
Investigations
Hours
Charge (£)

Partner / Director	Manager	Other qualified	Cashier	Total hours	Charge £	Average rate £
124.25	130.75	106.33	-	361.33	93,442.33	258.60
124.25	130.75	106.33	-	361.33	93,442.33	258.60
52,631.25	34,081.25	6,729.83	-			

CHARGE OUT RATES OF FORENSIC TEAM MEMBERS

	From 1 Oct. 2018 £ per hour
Partner/Director	425 - 475
Manager	250 - 300
Other qualified	150

Note 1
Note 2
Note 3
Note 4

There may have been a number of promotions through the various grades during the period of the administration. Overhead costs are reflected in the charge out rates detailed. Time is recorded in minimum units of 6 minutes. In common with many professional firms, our scale rates may rise to cover inflationary cost increases.

Appendix IV

Narrative of work undertaken for the Companies in the period 20 July 2018 to 19 July 2019

Earlier in this report, we included an analysis of the time spent by the various grades of staff. The work required is delegated to the most appropriate level of staff taking account of the size and technical nature of the work. Given the size and technical nature of the Liquidations, much of the work described in the sections on the previous page have been undertaken by the Joint Liquidators, a senior manager and an administrator. Additional assistance has been provided by cashiers dealing with banking and statutory duties, and administrators offering various support services. All the time spent on administering various duties is charged directly to the case in 6 minute units.

A description of the work undertaken under each category is set out below. Whilst this is not an exhaustive list, we have provided more detail on the key areas of work.

Administration and planning

There are certain aspects of a case that are required by statute or for the efficient running of the case. They are not expected to provide a direct quantifiable benefit to members; however, without them, other aspects of the case which do provide a quantifiable benefit to members would be less efficient. They include:

- Case planning and devising an appropriate strategy for dealing with the cases and giving instructions to the staff to undertake the work on the cases;
- Liaising with the Companies' lawyers regarding the restoration of the Companies to the Registrar of Companies;
- Setting up the cases on the firm's electronic case management system and entering data;
- Issuing the statutory notifications as required by statute, including advertising the Joint Liquidators' appointment in the London Gazette and filing the necessary appointment documents at the Registrar of Companies;
- Obtaining specific penalty bond;
- Dealing with all routine correspondence and emails relating to the cases;
- Opening and maintaining the estate bank accounts and cashbooks;
- Reviewing the adequacy of the specific penalty bonds on a quarterly basis;
- Conducting case reviews at the end of the first month of the Liquidations and then every 6 months thereafter; and
- Overseeing and controlling the work done on the cases by case administrators.

Members and creditors

The provision of information as set out below, in itself does not provide any direct quantifiable benefit to members. The maintaining of shareholding information will be of benefit if there are funds to distribute to members:

- Maintaining up to date member information on the case management system;
- Correspondence and liaison with members in relation to the Liquidations generally; and
- Initial preparation of the first combined annual progress report.

Investigations

We are carrying out investigations to identify and if applicable, pursue matters that could lead to a recovery for members:

- Requesting in writing from various parties, the books and records and any documents relating to the Companies and the work undertaken;
- Liaising with various parties in respect of the requests made;

- Reviewing and analysing documents obtained from the various parties, including uploading these documents into a dedicated portal and preparing an inventory of documents received;
- Preparing and reviewing witness statements in respect of the Court applications;
- Attending Court hearings;
- Liaising with our lawyers and seeking advice as appropriate; and
- Holding internal meetings to discuss the status of the Court applications and the investigation strategy as a whole.