In accordance with Rule 18.7 of the Insolvency (England & Wales) Rules 2016 and Sections 92A, 104A and 192 of the Insolvency Act 1986.

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 5 5 9 4 6 1 6
Company name in full	Cliff Park Developments Limited

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

2 Liquidator's name

Full forename(s)	Wayne
Surname	Macpherson

3 Liquidator's address

Building name/number	The Old Exchange
Street	234 Southchurch Road
Post town	Southend on Sea
County/Region	Essex
Postcode	S S 1 2 E G
Country	

4 Liquidator's name ❶

Full forename(s)	Gary Paul
Surname	Shankland

❶ **Other liquidator**
Use this section to tell us about another liquidator.

5 Liquidator's address ❷

Building name/number	31st Floor
Street	40 Bank Street
Post town	London
County/Region	
Postcode	E 1 4 5 N R
Country	

❷ **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 7	m 0 m 2	y 2 y 0 y 2 y 1
To date	d 2 d 6	m 0 m 2	y 2 y 0 y 2 y 2

7 Progress report

☐ The progress report is attached

8 Sign and date

Liquidator's signature	Signature X wmacp X	
Signature date	d 2 d 1	m 0 m 4 y 2 y 0 y 2 y 2

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: George Langley

Company name: Begbies Traynor (Central) LLP

Address: The Old Exchange
234 Southchurch Road

Post town: Southend on Sea

County/Region:

Postcode: S S 1 2 E G

Country:

DX:

Telephone: 01702 467255

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

XCVL1205P

Begbies Traynor

Cliff Park Developments Limited (In Creditors' Voluntary Liquidation)

Progress report

Period: 27 February 2021 to 26 February 2022

Important Notice

This progress report has been produced solely to comply with our statutory duty to report to creditors and members of the Company on the progress of the liquidation. 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 and members for any purpose other than this report to them, or by any other person for any purpose whatsoever.

Contents

- Interpretation
- Company information
- Details of appointment of liquidators
- Progress during the period
- Estimated outcome for creditors
- Remuneration and expenses
- Liquidators' expenses
- Assets that remain to be realised and work that remains to be done
- Other relevant information
- Creditors' rights
- Conclusion
- Appendices
    1. Liquidators' account of receipts and payments
    2. Liquidators' time costs and expenses
    3. Statement of Liquidators' expenses

1. INTERPRETATION

Expression	Meaning
"the Company"	Cliff Park Developments Limited (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 27 February 2018.
"the liquidators", "we", "our" and "us"	Wayne Macpherson of Begbies Traynor (Central) LLP, The Old Exchange, 234 Southchurch Road, Southend on Sea, SS1 2EG and Gary Paul Shankland of Begbies Traynor (Central) LLP, 31st Floor, 40 Bank Street, London, E14 5NR
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England and Wales) Rules 2016
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

2. COMPANY INFORMATION

Trading name(s):	As above
Company registered number:	05594616
Company registered office:	The Old Exchange, 234 Southchurch Road, Southend on Sea, Essex, SS1 2EG
Former trading address:	12 Mersea Road, Colchester, Essex, CO2 7EX

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	27 February 2018
Date of liquidators' appointment:	27 February 2018
Changes in liquidator (if any):	None

4. PROGRESS DURING THE PERIOD

Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 27 February 2021 to 26 February 2022.

Asset realisations

There have been no receipts during the period.

Cost of realisations

Storage Costs

The sum of £40 has been paid to Archive Facilities (Southend) Limited in respect of storage costs.

What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?

Details of the types of work that generally fall into the headings mentioned below are available on our firm's website - http://www.begbies-traynorgroup.com/work-details Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2. There is an analysis for the period of the report and also an analysis of time spent on the case since the date of our appointment. The details below relate to the work undertaken in the period of this report only. Our previous reports contains details of the work undertaken since our appointment.

General case administration and planning

- Updating case strategy plan;
- Update of case compliance checklists;
- Dealing with correspondence (physical and electronic) that is considered routine in the context of the engagement and otherwise does not directly fall into other categories;
- General case updates to include internal meetings on case strategy and effecting instruction;
- Ongoing maintenance of up to date information on the electronic case information;
- Periodic reviews of the case generally;
- Completion of periodic case compliance and progression checklists;
- Ensure time recording data is compliant with Statement of Insolvency Practice 9.

On this engagement, the work identified above does not hold a direct commercial benefit to creditors. Creditors benefit from this work as it ensures this particular engagement is dealt with to the standards expected and also in a timely fashion. Elements of this work are required to comply with best practice and statute.

Compliance with the Insolvency Act, Rules and best practice

- Reviewing the adequacy of the specific penalty bond periodically;
- Ongoing consideration to ethical practice;
- Ongoing consideration to money laundering regulations;
- Updating case checklists and statutory diaries where necessary.

Banking;

- Maintaining and managing the insolvent estate bank account;
- Maintaining and managing the office holders' cash book on this assignment;
- Undertaking regular bank reconciliations of the liquidation bank account;
- Complying with risk management procedures;
- Accounting for accruing interest on the cash book;
- Preparing and processing cheque requisition forms for the payment of post-appointment invoices;
- Preparing and processing remittance advises for incoming funds;
- Processing of BACS/electronic payments where applicable.

On this engagement, the work identified above does not hold a direct commercial benefit to creditors. It is the duty of the appointed office holder to comply with the Insolvency Act and Rules and creditors benefit from this being done to a standard expected of this firm.

Investigations

- The review of The Contentious Insolvency Division's ("CID's") internal report;
- The subsequent instruction of Husband Collection Services t/a My Debt Recovery ("MDR") to assist with investigating the affairs of the Company alongside Escalate Law Limited ("Escalate"), who were instructed to provide assistance in the consideration of any potential recovery claims and to also seek Counsel's advice.

On this engagement, the work identified above potentially has a direct financial benefit to creditors as the outcome of investigations contributes to the maximum possible realisations.

Realisation of assets

- None

Dealing with all creditors' claims (including employees), correspondence and distributions

- None during the period.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures, tax, litigation, pensions and travel

Tax / VAT:

- Post appointment tax compliance – submission of corporation tax return(s);
- Post appointment VAT compliance – submission of VAT return(s).

Seeking decision from creditors;

- Preparing and issuing notice seeking decision of creditors on fee estimate

Litigation:

- The review of all documentation in respect of Escalate's engagement;
- Continual liaising with Escalate regarding strategy and the review of all proposed settlement terms.

On this assignment, the reconciliation of input and output VAT and the subsequent submission of VAT returns has enabled further relation of assets for the estate but of insufficient value from which creditors may directly benefit. It is a requirement of the office holders to complete and file VAT returns util the conclusion of this matter.

The progression of the litigation may have a direct financial benefit to creditors in the event that recoveries are made to the insolvent estate.

5. ESTIMATED OUTCOME FOR CREDITORS

Details of the sums owed to each class of the Company's creditors were provided in the directors statement of affairs.

On the basis of realisations to date and estimated future realisations we estimate an outcome for each class of the Company's creditors as follows:

Secured creditors

The are no secured creditors.

Preferential creditors

There are no preferential creditors.

Prescribed Part for unsecured creditors pursuant to Section 176A of the Act

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 and, consequently, there is no net property as defined in Section 176A(6) of the Act and, therefore, no prescribed part of net property is available for distribution to the unsecured creditors.

Unsecured creditors

Based upon realisations to date and estimated future realisations it is anticipated there will be insufficient funds available to enable a dividend to be paid to the unsecured creditors.

6. REMUNERATION & EXPENSES

Remuneration

Our remuneration has been fixed by a decision of the creditors on 20 April 2018 obtained via a Decision Procedure by way of correspondence as set out in the fees estimate dated 20 March 2018 in the sum of £30,105. We are also authorised to draw disbursements for services provided by our firm and/or entities within the Begbies Traynor group, in accordance with our firm's policy, which is attached at Appendix 2 of this report.

The original level of remuneration approved by creditors was increased by £40,505 by further approval of the same body on 02 June 2020. This makes the total amount of our approved remuneration in the sum of £70,610.

Our time costs for the period from 27 February 2018 to 26 February 2022 amount to £41,092.50 which represents 129.2 hours at an average rate of £318.05 per hour.

This includes 41.3 hours spent in the period covered by this report, 27 February 2021 to 26 February 2022, at an average composite rate of £420.24 per hour resulting in time costs of £17,356.

Additionally, CID time costs from 27 February 2021 to 26 February 2022 amount to £4,614.50 which represents 10.1 hours at an average rate of £456.88 per hour.

The following further information in relation to our time costs and expenses is set out at Appendix 2:

- Time Costs Analysis for the period 27 February 2021 to 26 February 2022
- Time Costs Analysis for CID for the period 27 February 2021 to 26 February 2022;
- Begbies Traynor (Central) LLP's charging policy

To 26 February 2022, no remuneration has been drawn in the period.

Time Costs Analysis

The Time Costs Analysis for the period of this report attached at Appendix 2 shows the time spent by each grade of staff on the different types of work involved in the case, and gives the total costs and average hourly rate charged for each work type. An additional analysis is also attached which details the time costs for the entire period for which we have administered the liquidation.

Please note that each analysis provides details of the work undertaken by us and our staff following our appointment only.

Disbursements

During this period, no disbursements have been drawn.

Why have subcontractors been used?

To date no subcontractors have been used.

Category 2 Expenses

No Category 2 Disbursements have been charged to the case in the period of the report.

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2021' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at www.begbies-traynor.com/creditorsguides Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

7. LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3. A cumulative statement showing the total expenses incurred since the date of our appointment also appears at Appendix 3.

Escalate

Escalate were instructed on a Conditional Fee Agreement ("CFA") basis. Escalate were engaged on account of their expertise in recoveries work for IPs. This has assisted in the rapidity of investigations and the reduction of costs that would otherwise have been incurred by the Joint Liquidators in the period.

Expenses actually incurred compared to those that were anticipated

Creditors will recall that we estimated that the expenses of the liquidation would total £32,375.96. That estimate has not been exceeded and we do not expect it to be exceeded if matters progress to conclusion as envisaged.

8. ASSETS THAT REMAIN TO BE REALISED AND WORK THAT REMAINS TO BE DONE

A settlement of all claims has been received and accepted outside the period of this report in the sum of £50,000. Further details of the offer and acceptance will be disclosed in our next report.

What work remains to be done, why is this necessary and what financial benefit (if any) will it provide to creditors?

General case administration and planning

- The preparation, drafting and issue of this report to creditors and members to include all necessary information;
- Obtaining up to date estimates from agents instructed in relation to their costs;
- Updating case strategy plan;
- update of case compliance checklists;
- Dealing with correspondence (physical and electronic) that is considered routine in the context of the engagement and otherwise does not directly fall into other categories;
- General case updates to include internal meetings on case strategy and effecting instruction;
- Ongoing maintenance of up to date information on the electronic case information;
- Periodic reviews of the case generally;
- Overseeing and controlling the work undertaken on this engagement by junior staff;
- Ensure time recording data is compliant with Statement of Insolvency Practice 9.

On this engagement, the work identified above does not hold a direct commercial benefit to creditors. Creditors benefit from this work as it ensures this particular engagement is dealt with to the standards expected and also in a timely fashion.

Compliance with the Insolvency Act, Rules and best practice

- Reviewing the adequacy of the specific penalty bond periodically;
- Ongoing consideration to ethical practice;
- Ongoing consideration to money laundering regulations;
- Updating case checklists and statutory diaries where necessary;
- Submission of forms to Companies House;
- Maintain accurate account of receipts and payments;
- Issuing annual progress reports for submission at Companies House and copies sent to all known creditors.

Banking:

- Maintaining and managing the insolvent estate bank account.
- Maintaining and managing the officer holders' cash book on this assignment.
- Undertaking regular bank reconciliations of the estate bank account.
- Complying with risk management procedures;
- Preparing and processing cheque requisition forms for the payment of post-appointment invoices;
- Preparing and processing remittance advises for incoming funds;
- Processing of BACS/electronic payments where applicable.

Closure

- Preparing, reviewing and issuing final report to members and creditors;
- Filing of final return at Companies House;
- Update physical and electronic case records following closure.

On this engagement, the work identified above does not hold a direct commercial benefit to creditors. It is the duty of the appointed office holder to comply with the Insolvency Act and Rules and creditors benefit from this being done to a standard expected of this firm.

Investigations

- None.

Realisation of assets

- Further collection of funds due under the settlement aforementioned.

Trading

- None.

Dealing with all creditors' claims (including employees), correspondence and distributions

Creditors:

- The issue of this report and associated required documents;
- Updating schedules of preferential and unsecured creditor claims;
- Receipt of creditor claims and input on internal case management software;
- Review of creditor claim supporting information;
- Taking and dealing with phone calls from creditors;
- Acknowledgment of creditor claims correspondence and/or dealing with further queries on claims;
- Receipt of, consideration of and response to creditor correspondence.

On this engagement, the work detailed above will not have any direct financial benefit to creditors from the insolvent estate as it will be undertaken to comply with the Insolvency Act and Rules together with best practice and enabling creditors to have evidence of their loss for tax and VAT purposes.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedure, tax, litigation, pensions and travel

- The completion of VAT forms in order to reclaim outstanding VAT;
- The Completion of Corporation Tax returns;
- Filing of final Corporation Tax return;
- Seeking closure clearance from HMRC.

The above has no direct financial benefit but has to be completed in order to comply with the Insolvency Rules.

How much will this further work cost?

It is estimated that further work will cost in the region of £15,000.

Expenses

Details of the expenses that we expect to incur in connection with the work that remains to be done referred to above are as set out in the estimate of anticipated expenses sent to creditors on 20 March 2018 which included all of the expenses that we anticipate that we will incur throughout the liquidation.

9. OTHER RELEVANT INFORMATION

Connected party transactions

We have not been made aware of any sales of the Company's assets to connected parties.

Use of personal information

Please note that in the course of discharging our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are

required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at https://www.begbies-traynorgroup.com/privacy-notice If you require a hard copy of the information, please do not hesitate to contact us.

10. CREDITORS' RIGHTS

Right to request further information

Pursuant to Rule 18.9 of the Rules, within 21 days of the receipt of this report a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the court) may request in writing that we provide further information about our remuneration or expenses which have been incurred during the period of this progress report.

Right to make an application to court

Pursuant to Rule 18.34 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the court) may, within 8 weeks of receipt of this progress report, make an application to court on the grounds that the remuneration charged or the expenses incurred during the period of this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

11. CONCLUSION

We will report again in approximately twelve months time or at the conclusion of the liquidation, whichever is the sooner.

Wayne Macpherson
Joint Liquidator

Dated: 20 April 2022

ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 27 February 2021 to 26 February 2022

Cliff Park Developments Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 27/02/2021 To 26/02/2022 £	From 27/02/2018 To 26/02/2022 £
	ASSET REALISATIONS		
	Bank Interest Gross	NIL	0.30
772.00	Cash at Bank	NIL	749.98
		NIL	750.28
	COST OF REALISATIONS		
	Liquidators' Fees	NIL	416.67
	Storage Costs	40.00	196.92
		(40.00)	(613.59)
	UNSECURED CREDITORS		
(28,617.00)	H M Revenue & Customs	NIL	NIL
(471,444.00)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(499,389.00)		**(40.00)**	**136.69**
	REPRESENTED BY		
	Metro		13.98
	Vat Receivable		122.71
			136.69

wmacp

Wayne Macpherson
Joint Liquidator

COSTS AND EXPENSES

a. Begbies Traynor (Central) LLP's charging policy;

b. Time Costs Analysis for the period from 27 February 2021 to 26 February 2022;

c. Cumulative Time Costs Analysis for the period from 27 February 2018 to 26 February 2022.

d. Time Costs Analysis (CID) for the period from 27 February 2021 to 26 February 2022.

BEGBIES TRAYNOR CHARGING POLICY

INTRODUCTION

This policy applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the creditors' decision being made for the office holder to be remunerated on a time cost basis. Best practice guidance* requires that such information should be disclosed to those who are responsible for approving the basis of an office holder's remuneration. Within our fees estimate creditors can see how we propose to be remunerated.

In addition, this policy applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest.

Best practice guidance* indicates that such charges should be disclosed to those who are responsible for approving the basis of the office holder's remuneration, together with an explanation of how those charges are calculated.

OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of their staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded in 6 minute units at the individual's hourly rate in force at that time which is detailed below.

EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

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 include disbursements, which are expenses that are initially paid by the office holder's own firm, but which are subsequently reimbursed from the estate when funds are available.

Best practice guidance classifies expenses into two broad categories:

- *Category 1 expenses (approval not required)* - Specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.

- *Category 2 expenses (approval required)* - Items of expenditure that are directly related to the case and either:

  (i) include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party; or

  (ii) are items of expenditure which are payable to an associate of the office holder and/or their firm.

* Statement of Insolvency Practice 9, (SIP9) – Payments to Insolvency office holders and their associates from an estate

Shared or allocated costs *(pursuant to (i) above)*

The following expenses include an element of shared or allocated cost and are charged to the case (subject to approval).

- Internal meeting room usage for the purpose of physical meetings of creditors is charged at the rate of £100 (London £150) per meeting;
- Car mileage which is charged at the rate of 45 pence per mile.

Payments anticipated to be made to associates *(pursuant to (ii) above)*

Services provided by other entities within the Begbies Traynor group

The following expenses which relate to services provided by an entity within the Begbies Traynor group, of which the office holder's firm is a member, are also to be charged to the case (subject to approval):

Instruction of Eddisons Insurance Services Limited ("EIS") to provide insurance broking services and specifically open cover insurance for the insurable risks relating to the case. The cost of open cover insurance will vary during the course of the case depending upon the value of the assets and liability risks. The forecasted cost of insurance for the 3 month period immediately following appointment is £500 inclusive of Insurance Premium Tax. The costs of insurance cover for subsequent quarter periods will be dependent upon prevailing insurance market conditions and the ongoing insurable risks on the case. Where relevant, administration fees may be charged. These costs are taken into consideration and included within the forecasted cost of insurance, above.

In accordance with standard insurance industry practice, EIS will receive payment of commission for the services it provides from the insurer. The commission is calculated as a percentage of the insurance premiums payable and such percentage will depend upon the class or classes of assets being insured.

EIS will invoice the insolvent estate for the premium(s) due on the insurer's behalf and receive payment from the estate. EIS will in turn, account to the insurer for the premium(s) payable after deducting any commission payable by the insurer.

Where EIS have initially been consulted on a policy, but the policy has not been taken out, EIS will charge an administration fee of £150.

General Office Overheads

The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 expense*:

- Telephone and facsimile
- Printing and photocopying
- Stationery

BEGBIES TRAYNOR CHARGE-OUT RATES

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally but vary to suit local market conditions. The rates applying to theSouthend-on-Sea office as at the date of this report are as follows:

* Statement of Insolvency Practice 9, (SIP9) – Payments to Insolvency office holders and their associates from an estate

Grade of staff	Charge-out rate (£ per hour) 1 January 2022 – until further notice
Consultant/Partner	690
Director	580
Senior Manager	500
Manager	475
Assistant Manager	385
Senior Administrator	340
Administrator	260
Trainee Administrator	190
Support	175

Prior to 31 December 2021, the following rates applied:

Grade of staff	Charge-out rate (£ per hour) 1 March 2019 – Until 31 December 2021
Consultant/Partner	645
Director	515
Senior Manager	440
Manager	410
Assistant Manager	315
Senior Administrator	290
Administrator	220
Trainee Administrator	160
Support	160

Time spent by support staff such as secretarial, administrative and cashiering staff is charged directly to cases. It is not carried as an overhead.

As detailed above, time is recorded in 6 minute units.

* Statement of Insolvency Practice 9, (SIP9) – Payments to Insolvency office holders and their associates from an estate

SIP9 Cliff Park Developments Limite - Creditors Voluntary Liquidation - 03CL243.CVL : Time Costs Analysis From 27/02/2021 To 26/02/2022

Staff Grade		Consultant/Partner	Director	Snr Mngr	Mngr	Asst Mngr	Snr Admin	Admin	Jnr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning		2.8								2.8	1,442.00	515.00
	Administration		3.2					0.1	1.1		4.4	1,846.00	419.55
	Total for General Case Administration and Planning:		**6.0**					**0.1**	**1.1**		**7.2**	**3,288.00**	**456.67**
Compliance with the Insolvency Act, Rules and best practice	Appointment				4.6						4.6	1,886.00	410.00
	Banking and Bonding	0.1	0.4					0.2	0.4	1.7	2.8	650.50	232.32
	Case Closure												0.00
	Statutory reporting and statement of affairs		2.0						5.0		7.0	1,830.00	261.43
	Total for Compliance with the Insolvency Act, Rules and best practice:	**0.1**	**2.4**		**4.6**			**0.2**	**5.4**	**1.7**	**14.4**	**4,366.50**	**303.23**
Investigations	CDDA and investigations		4.5		2.2						6.7	3,219.50	480.52
	Total for Investigations:		**4.5**		**2.2**						**6.7**	**3,219.50**	**480.52**
Realisation of assets	Debt collection												0.00
	Property, business and asset sales												0.00
	Retention of Title/Third party assets												0.00
	Total for Realisation of assets:												**0.00**
Trading	Trading												0.00
	Total for Trading:												**0.00**
Dealing with all creditors claims (including employees), correspondence and distributions	Secured												0.00
	Others												0.00
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:												**0.00**
Other matters which includes meetings, tax, litigation, pensions and travel	Seeking decisions of creditors		1.0								1.0	515.00	515.00
	Meetings												0.00
	Other												0.00
	Tax								0.6		0.6	96.00	160.00
	Litigation		11.4								11.4	5,871.00	515.00
	Total for Other matters:		**12.4**						**0.6**		**13.0**	**6,482.00**	**498.62**
	Total hours by staff grade:	**0.1**	**25.3**		**6.8**			**0.3**	**7.1**	**1.7**	**41.3**		
	Total time cost by staff grade £:	**64.50**	**13,029.50**		**2,766.00**			**66.00**	**1,136.00**	**272.00**		**17,356.00**	
	Average hourly rate £:	**645.00**	**515.00**	**0.00**	**410.00**	**0.00**	**0.00**	**220.00**	**160.00**	**160.00**			**420.24**
	Total fees drawn to date £:											**0.00**	

IP9 Cliff Park Developments Limite - Creditors Voluntary Liquidation - 03CL243 CVL : Time Costs Analysis From 27/02/2018 To 26/02/2022

ff Grade		Consultant/Partner	Director	Snr Mngr	Mngr	Asst Mngr	Snr Admin	Admin	Jnr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
neral Case Administration and nning	Case planning	0.2	4.1						0.5		4.8	2,320.50	483.44
	Administration	1.9	7.7		1.9	0.5		0.1	6.2		18.3	6,638.50	362.78
	Total for General Case Administration and Planning:	**2.1**	**11.8**		**1.9**	**0.5**		**0.1**	**6.7**		**23.1**	**8,959.00**	**387.64**
mpliance with the Insolvency t, Rules and best practice	Appointment		1.9		4.6		15.1				21.6	6,405.00	296.53
	Banking and Bonding	0.2	0.4					0.3	2.1	14.8	17.8	3,105.00	174.44
	Case Closure												0.00
	Statutory reporting and statement of affairs	0.3	4.0				7.7		5.3		17.3	5,144.00	297.34
	Total for Compliance with the Insolvency Act, Rules and best practice:	**0.5**	**6.3**		**4.6**		**22.8**	**0.3**	**7.4**	**14.8**	**56.7**	**14,654.00**	**258.45**
estigations	CDDA and investigations		7.9		3.1	1.3	21.0				33.3	10,441.50	313.56
	Total for Investigations:		**7.9**		**3.1**	**1.3**	**21.0**				**33.3**	**10,441.50**	**313.56**
alisation of assets	Debt collection												0.00
	Property, business and asset sales												0.00
	Retention of Title/Third party assets												0.00
	Total for Realisation of assets:												**0.00**
ding	Trading												0.00
	Total for Trading:												**0.00**
aling with all creditors claims cluding employees), respondence and tributions	Secured												0.00
	Others						0.2		0.7		0.9	159.00	176.67
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:						**0.2**		**0.7**		**0.9**	**159.00**	**176.67**
er matters which includes etings, tax, litigation, ations and travel	Seeking decisions of creditors		1.0								1.0	515.00	515.00
	Meetings												0.00
	Other												0.00
	Tax						0.6		2.2		2.8	493.00	176.07
	Litigation		11.4								11.4	5,871.00	515.00
	Total for Other matters:		**12.4**				**0.6**		**2.2**		**15.2**	**6,879.00**	**452.57**
	Total hours by staff grade:	**2.6**	**38.4**		**9.6**	**1.8**	**44.6**	**0.4**	**17.0**	**14.8**	**129.2**		
	Total time cost by staff grade £:	**1,248.00**	**19,116.00**		**3,898.00**	**486.00**	**11,158.50**	**88.00**	**2,720.00**	**2,368.00**		**41,092.50**	
	Average hourly rate £:	**480.00**	**497.81**	**0.00**	**406.04**	**270.00**	**250.41**	**220.00**	**160.00**	**160.00**			**318.05**
	Total fees drawn to date £:											**0.00**	

P9 Cliff Park Developments Limite - Contentious Insolvency Division - 03CL243.CID Time Costs Analysis From 27/02/2021 To 26/02/2022

Grade		Consultant/Partner	Director	Snr Mngr	Mngr	Asst Mngr	Snr Admin	Senior Investigator	Jnr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
eral Case Administration and ning	Case planning												0.00
	Administration												0.00
	Total for General Case Administration and Planning:												**0.00**
pliance with the Insolvency Rules and best practice	Appointment												0.00
	Banking and Bonding	0.2	0.1								0.3	180.50	601.67
	Case Closure												0.00
	Statutory reporting and statement of affairs												0.00
	Total for Compliance with the Insolvency Act, Rules and best practice:	**0.2**	**0.1**								**0.3**	**180.50**	**601.67**
stigations	CDDA and investigations							9.8			9.8	4,434.00	452.45
	Total for Investigations:							**9.8**			**9.8**	**4,434.00**	**452.45**
lisation of assets	Debt collection												0.00
	Property, business and asset sales												0.00
	Retention of Title/Third party assets												0.00
	Total for Realisation of assets:												**0.00**
ling	Trading												0.00
	Total for Trading:												**0.00**
ling with all creditors claims luding employees), espondence and ributions	Secured												0.00
	Others												0.00
	Creditors committee												0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:												**0.00**
r matters which includes tings, tax, litigation, sions and travel	Seeking decisions of creditors												0.00
	Meetings												0.00
	Other												0.00
	Tax												0.00
	Litigation												0.00
	Total for Other matters:												**0.00**
	Total hours by staff grade:	**0.2**	**0.1**					**9.8**			**10.1**		
	Total time cost by staff grade £:	**129.00**	**51.50**					**4,434.00**				**4,614.50**	
	Average hourly rate £:	**645.00**	**515.00**	**0.00**	**0.00**	**0.00**	**0.00**	**452.45**	**0.00**	**0.00**			**456.68**
	Total fees drawn to date £:											**0.00**	

STATEMENT OF EXPENSES

There have been no expenses incurred during the period of this report.

CUMULATIVE STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £
Telephone, postage and stationary	The Royal Mail Group & Postworks	114.81
Statutory advertising	The Stationary Office Ltd	169.20
Land Registry Searches	Land Registry	111
Travel	National Rail	39.90
Credit Checks	Experian Ltd	15
Specific penalty bond	AUA Insolvency Risk Services	18
Professional fees	EQ Transcription Services Ltd	66
Photocopying	Begbies Traynor Group	32