

AM03

Notice of administrator's proposals



Companies House

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1 Company details

Company number	0	7	0	7	8	1	4	4
Company name in full	Commercial Street Hotel Limited							

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Administrator's name

Full forename(s)	Matthew
Surname	Ingram

3 Administrator's address

Building name/number	35
Street	Newhall Street
Post town	Birmingham
County/Region	West Midlands
Postcode	B 3 3 P U
Country	England

4 Administrator's name ①

Full forename(s)	Allan Watson
Surname	Graham

① Other administrator

Use this section to tell us about
another administrator.

5 Administrator's address ②

Building name/number	35
Street	Newhall Street
Post town	Birmingham
County/Region	West Midlands
Postcode	B 3 3 P U
Country	England

② Other administrator

Use this section to tell us about
another administrator.

AM03

Notice of Administrator's Proposals

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Statement of proposals

☒ I attach a copy of the statement of proposals**7**

Qualifying report and administrator's statement ^①

☐ I attach a copy of the qualifying report☐ I attach a statement of disposal

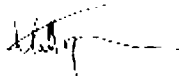
^① As required by regulation 9(5) of The Administration (Restrictions on Disposal etc. to Connected Persons) Regulations 2021)

8

Sign and date

Administrator's
Signature

Signature

X**X**

Signature date

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AM03

Notice of Administrator's Proposals



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	Victoria Whatley						
Company name	Kroll Advisory Ltd.						
Address	35 Newhall Street						
Post town	Birmingham						
County/Region	West Midlands						
Postcode	B	3		3	P	U	
Country	England						
DX							
Telephone	0121 214 1120						



Checklist

We may return forms completed incorrectly or with information missing.

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

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



Statement of Proposals

Commercial Street Hotel Limited

(In Administration)

1 July 2021

Joint Administrators' Statement of Proposals for the period from 14 May 2021 to 1 July 2021

Kroll Advisory Ltd
35 Newhall Street
Birmingham
B3 3PU

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1. Introduction

The Joint Administrators were appointed on 14 May 2021 by an order of the High Court of Justice Business and Property Courts in Birmingham Insolvency and Companies List (ChD) case number CR-2021-BHM-000128. The application to the court was made by Directors.

This report is the Joint Administrators' statutory Statement of Proposals. It sets out the circumstances leading up to their appointment and their strategy for achieving the purpose of the Administration.

You will find other important information in this report such as the proposed basis of the Joint Administrators' remuneration.

A glossary of the abbreviations and definitions used throughout this document is attached at Appendix 10.

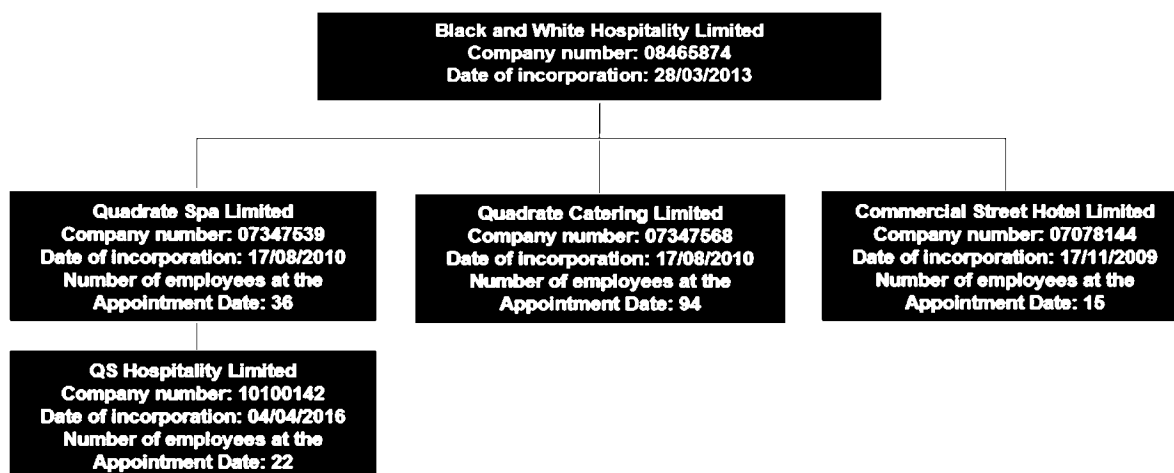
Please also note that an important legal notice about this statement of Proposals is attached at Appendix 11.

These Proposals are deemed delivered to Creditors within 2 business days of the date of this report.

2. Creditor Summary

Background - Section 3

- The Company was incorporated on 17 November 2009 and operates Hotel Indigo, a 52 bed boutique hotel, under a 20 year franchise agreement from IHG.
- The Hotel is located at The Cube, 200 Wharfside Street, Birmingham, B1 1RS.
- Operations commenced in December 2012 and were managed by BWH.
- BWH also manage QC, QS, and QSH located at The Cube. The Group structure is below:



Events leading up to Administration - Section 4

- The Company has experienced mixed trading results over the years with profits of £147,261 and £484,498 reported in 2017 and 2016 respectively and losses of £440,261 and £171,957 reported in 2019 and 2018 respectively.
- On 23 March 2020, the UK Government mandated the closure of all non-essential businesses due to the Covid-19 (Coronavirus) pandemic. The compulsory measures ceased the ability of the Company to trade and resulted in the Company facing creditor pressure and cash flow problems.

Appointment - Section 4.4

- Matthew Ingram (IP: 10790) and Allan Watson Graham (IP:8719) both of Kroll Advisory Ltd., 35 Newhall Street, Birmingham, B3 3PU were appointed Joint Administrators of the Company on 14 May 2021.
- The Joint Administrators were appointed by the Directors of the Company in the High Court of Justice Business and Property Courts in Birmingham Insolvency and Companies List (ChD) case number CR-2021-BHM-000128.

Trading - Section 5.2.2

- The Joint Administrators issued a licence to The Cube (Birmingham) Limited to trade the business which reopened on 17 May 2021.
- The initial terms of trade cover a 6-month period however these can be extended by mutual agreement.
- Since trading commenced it is noted there has been a visible upward trend in customer demand.

Asset realisations - Section 5.3

- No asset realisations have been made to date.
- It is expected that the trading period will continue until such time as a sale of the business and assets of the Company as a whole can be achieved.
- It is considered that should a sale of the business and assets of the Company as a going concern be achieved, asset realisations would be maximised and creditor claims minimised.
- The Joint Administrators intend to begin marketing the business and assets for sale as a going concern later this year.

Fees and expenses - Section 6

- The Joint Administrators will be seeking approval of their remuneration from the secured creditors as follows:
 - o That the Joint Administrators' remuneration be fixed by reference to the time properly given by them and their staff in attending to matters arising in the Administration.
 - o That the Joint Administrators' Fee Estimate provided in Appendix 5 in the total sum of £150,995 is approved.
 - o That £103,760 of the total unpaid pre-Administration costs in respect of CSH and QC as detailed in the Joint Administrators' statement of pre-Administration costs, is approved for payment as an expense of the Administration.

Dividends - Section 7

- It is not possible to say if the Secured Creditor will recover its indebtedness in full, from the Company as it will be dependent on the outcome of the sale process, the level of future asset realisations and the costs of the Administration.
- It is anticipated that there will be insufficient realisations to pay a dividend to any class of Preferential Creditor.
- It is anticipated that there will be insufficient realisations to pay a dividend to the unsecured creditors.

Anticipated exit from Administration - Section 8

- In the proposals, the Joint Administrators have left the choice of exit route from Administration open so that an alternative strategy can be adopted, should this prove more appropriate at the time.
- At this stage the Joint Administrators anticipate that the most likely exit route will be dissolution on the basis that once all the outstanding Administration matters have been finalised, and all liabilities incurred during the Administration have been discharged there will be insufficient funds available to allow a distribution to the unsecured creditors.

Approval of Proposals - Section 9

- On the expiry of eight business days from the date that the Proposals are delivered to the Creditors, the Joint Administrators' Proposals will be deemed to have been approved by the Creditors unless Creditors whose debts amount to at least 10% of the total debts of the Company request that a decision procedure is convened.
- The Joint Administrators will be seeking specific agreement from the Secured Creditors in respect of remuneration, pre-Administration costs, Category 1 Expenses and discharge from liability which do not form part of these Proposals.

This document in its entirety is our Statement of Proposals. A summary list of the Proposals is included in Section 9, together with the relevant statutory information by way of appendices. Unless otherwise stated, all amounts in these Proposals are stated net of VAT.

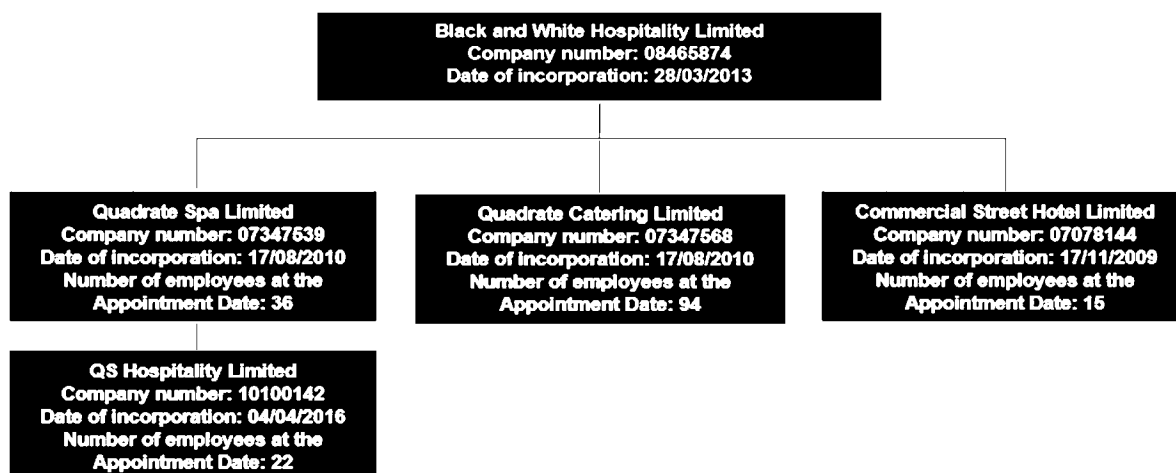
3. Background

Statutory information on the Company is included at Appendix 1.

The Company was incorporated on 17 November 2009 and its principal activity was operating as Hotel Indigo, a 52 bed 4-star boutique hotel.

The Company operated from premises at The Cube, 200 Wharfside Street, Birmingham, B1 1RS and hold a long leasehold for the premises.

The Company started trading in December 2012 managed by BWH. On 23 December 2010, the Company entered into a 20-year franchise agreement with IHG to operate the hotel under the 'Hotel Indigo' brand. BWH also manage QC, QS, and QSH located at The Cube. The Group structure is below:



QC operates the Marco Pierre White restaurant franchise and champagne bar on Level 25 at The Cube. Matthew Ingram and Allan Graham were appointed Administrators of QC on 14 May 2021 and a licence to trade the business was issued to The Cube (Birmingham) Limited. QC also reopened on 17 May 2021.

QS operates The Club and Spa leisure complex located on Level 5 at The Cube which is a fully operational spa and fitness centre.

QSH operates the Canalside event space located on Level 6 of The Cube as well as the Bardolino casual dining restaurant.

The Company banked with Lloyds who was also granted the following charges over its assets:

Type of Charge	Date Created	Date Registered
Fixed Charge	31 January 2020	31 January 2020
Fixed Charge	17 January 2019	17 January 2019
Fixed Charge	19 March 2014	27 March 2014
Deed of assignment of insurance policy	2 January 2012	7 January 2012
An omnibus guarantee and set-off agreement	3 January 2012	7 January 2012
Mortgage Deed	3 January 2012	7 January 2012
Debenture	3 January 2012	7 January 2012

4. Events Leading up to the Administration

4.1 Summary of key events

The Company has experienced mixed trading results over the years with profits of £147,261 and £484,498 reported in 2017 and 2016 respectively and losses of £440,261 and £171,957 reported in 2019 and 2018 respectively.

On 23 March 2020, the UK Government mandated the closure of all non-essential businesses due to the Covid-19 (Coronavirus) pandemic. The compulsory measures ceased the ability of the Company to trade and resulted in the Company facing creditor pressure and cash flow problems.

The Company briefly reopened in June 2020 following the easing of the lockdown restrictions however non-essential businesses in Birmingham were forced to close again in November 2020 due to the Covid-19 pandemic.

The Company attempted to mitigate the economic impact through government schemes, such as utilising the government's furlough scheme, applying for business rates relief and crown deferrals. However, the significant service charge payable under the long leasehold continued to accrue.

Due to the level of the service charges that were continuing to accrue and the inability to repay them following the two lockdowns, the Directors approached Kroll for advice.

4.2 Actions prior to appointment

The Lloyds facilities were due to expire in January 2021 therefore, to be in a position to repay Lloyds the Directors engaged Fleurets to market the business for sale.

A sale and leaseback to Talisker of the long leaseholds of the Group was agreed and due to complete in December 2019 however this was delayed and did not complete due to Covid 19.

4.3 Pre-Administration work

A summary of the work undertaken in the one year prior to the Administration is set out below.

In June 2020 Kroll were engaged by the Bank and the Group as a result of the ongoing delays in concluding the Talisker transaction. The Bank wanted to consider its options in order to seek a repayment of its debt exposure ahead of the January 2021 bullet repayment date.

Following Kroll's initial report, it was agreed that the Group should contact Talisker and obtain clarity on their current position. Talisker confirmed that they did not want to proceed with the transaction on the basis previously outlined.

Talisker continued to put pressure on the Group with regard to paying the service charge arrears and in July 2020, when restrictions were lifted, the Group agreed to pay Talisker £50k to reduce the pressure.

In August 2020, the Group and the Bank agreed that a new sales process should be commenced and Fleurets and LSH were engaged commence a sale process. Management proposed a solvent solution for the Company and CSH. The solvent solution included Talisker agreeing to a payment plan of the service charge arrears. However, in November 2020 Birmingham was placed in to Tier 3 restrictions due to the pandemic and the restaurant and hotel had to close again. The Company once again was not in a position to meet its current service plan payments and meet the payment plan, therefore the solvent solution was no longer viable. Additionally, a proposed solvent transaction due to complete in December 2020 fell away for the same reason.

In January 2021, underbidders from the August 2020 sale process were re-approached and an offer accepted from one party to buy the business and assets of the Group on a pre-pack basis. However, due to the announcement of the second national lockdown and the uncertainty of how long this would last, this deal fell away.

In April 2021, Kroll were engaged to complete Contingency Planning for the Group and plan for the reopening of the hotel and restaurant on 17 May 2021.

This work was necessary with a view to placing the Company into Administration.

The Joint Administrators are satisfied that the work carried out by Kroll Advisory Ltd. prior to their appointment, including the pre-Administration work detailed above, has not created a conflict of interest or threat to their independence.

4.4 Appointment of Joint Administrators

As reported above, as a result of the financial position of the Company, the Directors sought independent advice and subsequently instigated insolvency proceedings.

The source of the Administration was an initial introduction from Lloyds Bank Plc, being the Secured Creditor.

Kroll Advisory Ltd. discussed with the Directors the various options available to the Company and recommended that the Directors place the Company into Administration so to enable the business to reopen on 17 May 2021.

The Joint Administrators considered their position prior to accepting the appointment and having regard to the Insolvency Practitioners Association's ethical guidelines, considered that there were no circumstances preventing them from accepting the appointment.

5. Strategy and Progress of the Administration to Date

5.1 Purpose of the Administration

In the absence of a buyer for the Company as a going concern there are insufficient funds and assets available to enable the Company to be rescued as a going concern.

Therefore, the Joint Administrators have placed the Company into Administration with the objective of achieving 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). If the Company was placed into Liquidation, the Company could not continue to trade as all employees would have to be made redundant. Therefore, the anticipated realisations in respect of the sale of the long leasehold would be significantly reduced.

In addition, the Joint Administrators will be realising property in order to make a distribution to one or more Secured or Preferential Creditors in accordance with Paragraph 3(1)(b).

The Joint Administrators' Proposals for achieving the purpose of the Administration are set out in the remainder of this report.

5.2 Progress of the Administration

The manner in which the affairs and business of the Company have been managed since the appointment of Joint Administrators, and will continue to be managed and financed, are set out below.

5.2.1 Initial actions

A decision was taken to issue a licence to The Cube (Birmingham) Limited to trade the business in the short term with a view to achieving a going concern sale of the Company's business and assets.

It is considered that should a sale as a going concern be achieved asset realisations would be maximised and creditor claims minimised.

5.2.2 Trading

A trading strategy has been considered by the Joint Administrators in light of the emergence from lockdown and potential customer demand and as a result, the Joint Administrators have issued a licence to The Cube (Birmingham) Limited to trade the business which reopened on 17 May 2021.

The initial terms of trade cover a 6-month period however these can be extended by mutual agreement and it is noted there is a visible upward trend in customer demand.

The key suppliers have been contacted to facilitate the creation of new accounts for The Cube (Birmingham) Limited and the Bank provided the Joint Administrators funds totalling £75,000 to make any required duress payments. These payments were required to facilitate the continued supply of goods and services to the hotel.

A review of the Company employee requirements was completed which identified that two redundancies were required with a view to securing the economic viability of the business. These employees have or are likely to make their claims for statutory redundancy, notice pay and arrears of holiday from the Redundancy Payments Service. Since the 14 May 2021 a further six employees have resigned will also make a claim for their arrears of wages from the Redundancy Payments Service. A subrogated claim will be submitted to the Joint Administrators by the Secretary of State following payment having been made of these sums by the RPS.

Nine employees remain employed by the Company.

It is expected that the Joint Administrators' trading period will continue until such time as a sale of the business and assets of the Company is completed.

5.3 Asset realisations

Realisations following the Appointment Date are set out in the attached receipts and payments account at Appendix 2.

Prior to appointment of the Joint Administrators, the Agents were instructed to carry out an inventory and valuation of the Company's chattel assets.

Summaries of the most significant assets are set out below:

5.3.1 Leasehold property

The Company's principle asset is a long leasehold in respect of Levels 23 and 24 at The Cube, 200 Wharfside Street, Birmingham, B1 1RS from which the Company trades.

The long leasehold is for a term of 125 years from 22 December 2010 with a passing rent of a peppercorn.

This is subject to a legal charge in favour of Lloyds Bank Plc. No value has been attributed to the leasehold in the SOA so not to prejudice the sale process that will be undertaken later in 2021.

A further update will be provided in the next progress report.

5.3.2 Fixtures and Fittings

The SOA listed fixtures and fittings with a book value of £575,441 as at the Appointment Date.

The fixtures and fittings comprise of bedroom furniture, reception/lobby equipment and backroom office furniture and equipment. There are 52 bedrooms in total which are located on the 23rd and 24th floors of The Cube with the reception and back office located on the 7th floor. The bedrooms are all en-suite double bedrooms and are comprised of 40 standard double rooms, 2 accessible doubles, 6 superior doubles and 4 suites with balcony. The bedrooms are all furnished with similar fixtures.

Prior to the appointment of the Joint Administrators the Agents were instructed to carry out a valuation of the fixtures and fittings. No value has been attributed to the fixtures and fittings in the SOA so not to prejudice the sale process that will be undertaken later in 2021.

All trade fixtures and fittings are subject to a floating charge in favour of Lloyds Bank Plc.

It is anticipated that the fixtures and fittings will form part of the sale of the business.

A further update will be provided in future progress reports.

5.4 Investigations

The Joint Administrators have a statutory obligation to file a report with the Insolvency Service regarding the conduct of all Directors that held office in the three years prior to the Administration. This report must be filed within three months of the date of appointment and the content of this report is confidential.

We are reviewing the affairs of the Company to identify any action which can be taken against third parties in respect of antecedent transactions or other litigation that would increase recoveries for Creditors.

Investigations into the Company's affairs are currently ongoing. The Joint Administrators also have a duty to investigate antecedent transactions which include transactions to defraud Creditors, preference payments and transactions at an undervalue.

Given the commercially sensitive nature of these investigations, it is not appropriate to elaborate on any potential claims at this time. An update will be provided in the next progress report.

If any Creditor has any information concerning the Company's affairs that they would like to bring to the Joint Administrators' attention, please do so by writing to Victoria.Whatley@DuffandPhelps.com or Kroll Advisory Ltd, 35 Newhall Street, Birmingham, B3 3PU.

5.5 Cost of realisations

Payments made from the Appointment Date are set out in the Receipts and Payments account provided at Appendix 2 which is self-explanatory.

Summaries of the most significant costs to date are provided below:

5.5.1 Duress Payments

The majority of the Companies key suppliers have been contacted to facilitate the opening of new accounts in the name of The Cube (Birmingham) Limited. The Bank has provided funds to ensure continued trading, this is noted in Appendix 2 as 'Duress Payments' totalling £48,117 excluding VAT. These payments were required to facilitate continued supplies to the hotel to ensure trading during the Administration period and beyond.

6. Joint Administrators' Fees and Expenses and Pre-Administration Costs

6.1 Estimated fees and expenses

6.1.1 Fees

It is proposed that the Joint Administrators' fee basis is based on time costs. The time costs already charged since the date of appointment are analysed at Appendix 4. Time is charged in six-minute units.

The Joint Administrators propose to seek approval from the Secured Creditors.

The amount proposed to be drawn in fees over the life of the case by the Administrators is shown in the Fee Estimate at Appendix 5. The total amount indicated effectively acts as a cap on the level of fees to be drawn by the Joint Administrators. If circumstances change and the Joint Administrators propose to draw further fees in the future, they will seek the appropriate approval from Creditors at a later date.

Also attached at Appendix 6 is the Fees Narrative, a summary of key issues, to assist Creditors in understanding the strategy of the Administrators, the associated costs and expenses of the related activities and the financial benefit to Creditors. Further details of assets and liabilities and the estimated return to Creditors, if any, are in the body of this report.

At this stage it is not known if there will be a shortfall between the Fee Estimate and the amount of fees the Joint Administrators expect to recover. An update will be provided in future progress reports.

6.1.2 Expenses estimate

The Joint Administrators' estimate the expenses of the Administration to total approximately £30,324 (this does not include the property agents costs who will receive a fee of 1.5% of the sale proceeds which we have not disclosed as to not prejudice any transaction) as detailed in the Expenses Estimate at Appendix 7. This illustrates the estimated expenses for the whole of the Administration and is for information purposes only. No approval is required by Creditors. This estimate may change over the course of the Administration, but Creditors will be informed of any variations with associated reasons in future Progress Reports.

6.1.3 Expenses

Expenses are any payments from the Administration which are neither an Administrator's remuneration nor a distribution to a creditor or member. Expenses also include disbursements. Disbursements are payments which are first met by the Administrator and then reimbursed to the Administrator from the Administration.

Expenses are divided into those that do not need approval before they are charged to the Administration (Category 1) and those that do (Category 2).

Category 1 Expenses are payments to persons providing the service to which the expense relates who are not an associate of the Administrator.

Category 2 Expense are payments to associates or which have an element of shared costs and require approval from creditors in the same manner as the Administrator's remuneration, whether paid directly from the estate or as a disbursement.

The Joint Administrators' expenses are detailed at Appendix 4.

6.1.4 Additional information

Also attached at Appendix 6 is the "Fees Narrative", a summary of key issues, to assist Creditors in understanding the strategy of the Joint Administrators, the associated costs and expenses of the related activities and the financial benefit to Creditors. Further details of assets and liabilities and the estimated return to Creditors, if any, are in the body of this report.

Details of how to obtain further information relating to the fees and expenses of the Joint Administrators is set out in Appendix 8.

6.2 Statement of pre-Administration costs

Pre-Administration costs are fees, charges and expenses incurred by the Joint Administrators or their firm, or another person qualified to act as an insolvency practitioner, before the Company entered Administration but with a view to it doing so.

6.2.1 Fees

The pre-Administration time costs incurred by the Joint Administrators for the Company and Quadrate Catering Limited (In Administration) for the period leading up to the Appointment Date total £103,760 representing 198 hours at an average charge out rate of £525 per hour.

This time was incurred in planning in respect of the Administration of the Companies and in formulating a strategy for the Administration to ensure that one or more of the statutory objectives could be achieved and to ensure that the Administration was the best route for creditors.

The time costs and expenses of Kroll Advisory Ltd. remain unpaid. The Joint Administrators confirm that payment of the unpaid pre-Administration costs, as an expense of the Administration, is subject to separate approval from the Secured Creditors and does not form part of these Proposals.

A detailed breakdown of the time costs incurred pre-Administration is detailed at Appendix 4.

6.2.2 Expenses

The Joint Administrators have also incurred pre-appointment expenses of £85,793. A detailed breakdown of these costs is provided below.

Pre-Administration costs	Paid (£)	Unpaid (£)	Total (£)
Kroll Advisory Ltd fees	0.00	51,880.00	51,880.00
Legal fees	0.00	29,184.00	29,184.00
Legal disbursements	0.00	71.80	71.80
Agent fees	0.00	4,500.00	4,500.00
Agents disbursements	0.00	157.24	157.24
Total	0.00	£85,793.04	£85,793.04

KROLL

The Joint Administrators confirm that payment of the unpaid pre-Administration costs, as an expense of the Administration, is subject to separate approval from the Secured Creditors and does not form part of these Proposals.

7. Dividend Prospects

7.1 Secured Creditors

Lloyds Bank plc

In consideration for the monies advanced, the Secured creditor granted the following legal charges:

Type of Charge	Date Created	Date Registered
Fixed Charge	31 January 2020	31 January 2020
Fixed Charge	17 January 2019	17 January 2019
Fixed Charge	19 March 2014	27 March 2014
Deed of assignment of insurance policy	2 January 2012	7 January 2012
An omnibus guarantee and set-off agreement	3 January 2012	7 January 2012
Mortgage Deed	3 January 2012	7 January 2012
Debenture	3 January 2012	7 January 2012

The legal charge on 3 January 2012 confers a fixed charge over the hotel premises at The Cube, 200 Wharfside Street, Birmingham, B1 1RS, the fixtures (including trade fixtures), fixed plant and machinery and all present and future book debts and other debts. The charge also created a floating charge over all moveable plant and machinery, implements, utensils, furniture and equipment by way of assignment, the goodwill of the business (if any) and the full benefit of all licences & guarantees.

All of the above charges remain outstanding as at the Appointment Date.

As at the Appointment Date, Lloyds were owed approximately £10,200,00 subject to interest and charges. This amount is owed by the Company and guaranteed by QC, QS and QSH.

It is not possible to say whether Lloyds Bank Plc will recover its indebtedness in full from the Company as it will be dependent on the outcome of the sale process, the level of future asset realisations and the costs of the Administration.

7.2 Preferential Creditors

The Directors' Statement of Affairs at Appendix 3 provides an estimate of the level of preferential claims against the Company totalling £103,097.

The ordinary Preferential Creditor claims, totalling £20,651, consist of employee claims for holiday pay the majority of which are likely to be subrogated to the BEIS following payment to the employees by the RPS.

The Joint Administrators made two redundancies since their appointment however a further six employees have resigned.

The RPS have not yet submitted a preferential claim in respect of payments made to the Company's former employees however it is anticipated that they will be received once all employee claims have been paid by the RPS.

HMRC submitted a secondary preferential claim for £82,446 on 3 June 2021 in respect of VAT, PAYE income tax and employee NIC. Secondary preferential claims are paid after the other preferential claims are settled in full.

It is anticipated that there will be insufficient funds available to enable a distribution to any class of the Preferential Creditors.

Following the sale of the business and assets of the Company to the Purchaser, the Company's remaining employees will hopefully be transferred pursuant to TUPE to the Purchaser. Accordingly, it is anticipated there will be no further preferential claims in relation to the employees.

7.3 Unsecured Creditors

According to the Directors' Statement of Affairs at Appendix 3, unsecured creditors total £761,853 as at the Appointment Date and can be summarised as follows:

Creditor	£
HMRC	18,974
Trade and expense creditors	619,517
Employees (unsecured element)	2,000
Deposits	103,152
Accruals	18,210
Total	761,853

Based on the current information available to the Joint Administrators, it is anticipated that there will be insufficient realisations to enable a distribution to the unsecured creditors of the Company. This is likely to be due to the level of indebtedness to the Secured Creditors and the expenses of the Administration.

7.3.1 Prescribed part

The prescribed part is calculated as a percentage of net property, as follows:-

Net property less than £10,000:	50% unless the Joint Administrator considers that the costs of making a distribution to the Unsecured Creditors would be disproportionate to the benefits.
Net property greater than £10,000:	50% up to £10,000 plus 20% thereafter to a maximum of £800,000.

The Company granted a floating charge to the Secured Creditor on 3 January 2012 and the prescribed part provisions will apply. The net property of the Company, according to the Directors' Statement of

Affairs is £25,000 and it is estimated that the value of the prescribed part for unsecured creditors is nil due to the limited floating charge realisations. This does not take into account the costs of the Administration.

Please note that the estimates detailed on the Directors' Statement of Affairs do not affect Creditors' rights to submit a claim.

If not already done so, Creditors of the Company should complete the appropriate proof of debt form at Appendix 9 and return this to the Joint Administrators with evidence to support your claim at Victoria.Whatley@Kroll.com or Kroll Advisory Ltd., 35 Newhall Street, Birmingham, B3 3PU.

An update will be provided in the Joint Administrators' next progress report.

8. End of Administration

8.1 Exit from Administration

You will note from the Proposals at section 9 below that the Joint Administrators have left the choice of exit route from Administration open so that an alternative strategy can be adopted, should this prove more appropriate at the time.

However, at this stage the Joint Administrators anticipate that the most likely exit route will be dissolution for the reasons set out below.

The Joint Administrators have formed the view that once all the outstanding Administration matters have been finalised, and all liabilities incurred during the Administration have been discharged, there will be insufficient funds available to allow a distribution to unsecured creditors.

Once all outstanding matters have been satisfactorily completed by the Joint Administrators, they will give notice to the Registrar of Companies to the effect that the Company has no remaining property to realise which might permit a distribution to its unsecured creditors, at which stage the Administration will cease. The Company will be dissolved three months following the registration of the notice at the Registrar of Companies.

8.2 Discharge of liability

The Joint Administrators propose to seek approval from the Secured Creditor that they will be discharged from liability in respect of any actions as Joint Administrators upon filing their final Receipts and Payments account with the Registrar of Companies or their appointment otherwise ceasing.

Discharge does not prevent the exercise of the Court's power in relation to any misfeasance action against the Joint Administrators.

Should the circumstances of the Administration change, the Joint Administrators reserve the right to revert to the unsecured creditors in order to obtain discharge of liability.

9. Joint Administrators' Proposals

9.1 Approval of Proposals

The Joint Administrators' Proposals will be deemed approved and a Creditors decision on the approval of these Proposals will not be sought as the Joint Administrators believe the Company will have insufficient property to enable a distribution to be made to unsecured creditors, other than by virtue of the prescribed part, as detailed in section 7.3.1 and have placed the Company into Administration with the objective of

realising property in order to make a distribution to one or more Secured or Preferential Creditors (in accordance with Paragraph 3(1)(b)) as detailed in section 5.

On the expiry of eight business days from the date that the Proposals are delivered to the Creditors, the Joint Administrators' Proposals will be deemed to have been approved by the Creditors unless Creditors whose debts amount to at least 10% of the total debts of the Company request that a decision procedure is convened.

The Joint Administrators will be seeking specific agreement from the Secured Creditors in respect of remuneration, pre-Administration costs, Category 1 Expenses and discharge from liability which do not form part of these Proposals.

Further information of the steps required to convene a procedure are detailed at Appendix 8.

9.2 Creditors' Committee

A Creditors' Committee will not be established unless requested by the Creditors and sufficient Creditors are willing to act as members of the committee.

The minimum number of committee members is three and the maximum is five.

The Creditors' Committee represents the interest of the Creditors as a whole rather than the interests of individuals.

The statutory function of the Creditors' Committee is to assist the Joint Administrators with discharging their responsibilities, including the approval of:

- The basis of remuneration;
- The payment of Category 2 expenses;
- The payment of unpaid pre-Administration costs;
- The discharge from liability of any actions taken as Joint Administrators.

Please note that members of the Creditors' Committee are not paid for their time. In order to enable Creditors to make an informed decision, a guidance note on the rights, duties and the functions of Committees can be found at the following link: <https://www.kroll.com/-/media/assets/pdfs-international/uk/creditors-guide/a-guide-for-creditors-march-2017.ashx?la=en-gb&hash=33FCAF379D2B3977216E2D41DB2FFC2F762522E1>

If you would prefer to be sent a paper copy, please contact Victoria Whatley of this office.

9.3 Creditors' rights

The Joint Administrators will use a decision making procedure to seek approval of their Proposals if requested by Creditors whose debts amount to at least 10% of the total debts of the Company and the relevant procedures are followed.

Creditors who meet one of the thresholds set out in the Insolvency Act 1986 may, within five business days from the date of delivery of this notice, require a physical meeting to be held to consider the proposed decision(s). The statutory thresholds for requesting a meeting are 10% in value of creditors, 10% in number of creditors, or 10 creditors.

Further information on Creditors' rights to request a decision or physical meeting and the relevant procedures required is provided on Appendix 8, Statement of Creditors Rights.

In addition, the statement also sets out information on the remuneration and expenses of the Joint Administrators.

9.4 Summary of Proposals

In addition to the specific itemised proposals detailed below, this document in its entirety constitutes the Joint Administrators' Proposals.

The Joint Administrators propose the following:

9.4.1 General

- To continue to deal with such outstanding matters in relation to the Company as the Joint Administrators consider necessary until such time as the Administration ceases to have effect;
- To do all such other things and generally exercise all of their powers as contained in Schedule 1 of the Act, as they, in their sole and absolute discretion, consider desirable or expedient in order to achieve the purpose of the Administration;
- To investigate and, if appropriate, pursue any claims the Company may have for the benefit of the Company's Creditors; and
- Seek an extension to the Administration period if considered necessary.

9.4.2 Distributions

- To make distributions to the Secured Creditors where funds allow.
- To make distributions to the unsecured creditors from the prescribed part, where applicable.
- To make further distributions to the unsecured creditors over and above the prescribed part, if funds become available and apply to court for authority to do so, where applicable.

9.4.3 End of Administration

That the Joint Administrators might use any or a combination of the following exit route strategies in order to bring the Administration to an end:

- Apply to Court for the Administration order to cease to have effect from a specified time and for the return of control to the Directors;
- Place the Company into Creditors' Voluntary Liquidation if deemed appropriate. It is proposed that the Joint Administrators, currently Matthew Ingram and Allan Watson Graham of Kroll would act as Joint Liquidators should the Company be placed into Creditors' Voluntary Liquidation. The Creditors may nominate a different person as the proposed Liquidator, provided the nomination is received at this office prior to the approval of these Proposals. Any action required or authorised under any enactment to be done by the Joint Liquidators is to be done by all or any one or more of them;
- Petition the Court for a winding-up order placing the Company into Compulsory Liquidation if deemed appropriate. It is proposed that the Joint Administrators, currently Matthew Ingram and Allan Watson Graham of Kroll would act as Joint Liquidators should the Company be placed into Compulsory Liquidation without further recourse to Creditors. Any action required or authorised

under any enactment to be done by the Joint Liquidators is to be done by all or any one or more of them;

- Take the necessary steps to give notice of move from Administration to dissolution with the Registrar of Companies if the Joint Administrators consider that Liquidation is not appropriate because (1) the Company has no remaining property which might permit a distribution to its Creditors, and (2) all outstanding matters have been satisfactorily completed.

Alternatively, the Joint Administrators may allow the Administration to end automatically.

The Joint Administrators will be seeking specific agreement to the following Proposals from the Secured Creditors which do not form part of these Proposals.

9.4.4 Remuneration and pre-Administration costs

- That the Joint Administrators' remuneration be fixed by reference to the time properly given by them and their staff in attending to matters arising in the Administration.
- That the Joint Administrators' Fee Estimate provided in Appendix 5 in the total sum of £150,995, is approved;
- That £103,760 of the total unpaid pre-Administration costs for the Company and Quadrate Catering Limited as detailed in the Joint Administrators' statement of pre-Administration costs, is approved for payment as an expense of the Administration.
- Where a Creditors' Committee is formed, the Joint Administrator's will seek to obtain approval from the Creditors' Committee.

9.4.5 Discharge of liability

- That the Joint Administrators be discharged from all liability in respect of any actions as Joint Administrators upon filing their final Receipts and Payments account with the Registrar of Companies or their appointment otherwise ceasing.
- Where a Creditors' Committee is formed, the Joint Administrator's will seek to obtain approval from the Creditors' Committee.

If you require further information or assistance, please do not hesitate to contact Victoria Whatley.



Matthew Ingram
Joint Administrator

Enc.

1 July 2021

The affairs, business and property of the Company are being managed by the Joint Administrators, Matthew Ingram and Allan Watson Graham, who act as agents for the Company and without personal liability. Both are licensed by the Insolvency Practitioners Association.

Appendix 1 – Statutory information

Company information

Company and trading name	Commercial Street Hotel Limited	
Date of incorporation	17 November 2009	
Registered Number	07078144	
Company Director(s)	Jonathan Robin Boss and Colin George Eric Corbally	
Company Secretary	Grant Leslie Whitehouse	
Shareholders	Shezan Aslam (5%), Black and White Hospitality Limited (33%), Downing One VCT Plc (24%), Downing Two VCT Plc (24%) and Downing Three VCT Plc (14%)	
Trading address	The Cube, 200 Wharfside Street Birmingham B1 1RS	
Registered office	Current: C/o Kroll Advisory Ltd. 35 Newhall Street Birmingham	Former: 6th Floor St Magnus House, 3 Lower Thames Street, London, EC3R 6HD
Any Other trading names	Hotel Indigo	

Administration information

Administration Appointment	The Administration appointment granted in the High Court of Justice, Business and Property Courts in Birmingham Insolvency and Companies List (ChD), case reference CR-2021-BHM 128	
Appointor	Directors	
Appointment Date	14 May 2021	
Joint Administrators	Matthew Ingram (IP No. 10790) Allan Watson Graham (IP No. 8719)	
Original purpose	2 nd Hierarchical Objective, achieving 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)	
Functions	The functions of the Joint Administrators are being exercised by them individually or together in accordance with Paragraph 100(2) of Schedule B1	
Current Administration expiry date	13 May 2022	
Prescribed Part	The Prescribed Part is applicable in this case. It has been taken into account when determining the dividend prospects for Unsecured Creditors (Section 7)	

Application of EC Regulations

EC Regulations apply and these proceedings will be the Main Proceedings as defined in Article 3 of the EC Regulations.

Appendix 2 – Receipts and Payments account

**Commercial Street Hotel Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments**

Statement of Affairs £		From 14/05/2021 To 02/07/2021 £	From 14/05/2021 To 02/07/2021 £
	SECURED ASSETS		
TBC	Long leasehold land and buildings	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
	Bank Interest Gross	0.31	£.31
	Funds from secured creditor	75,000.00	75,000.00
TBC	Furniture & Equipment	NIL	NIL
	Service Charge Contributions	24,869.89	24,869.89
		99,870.20	99,870.20
	COST OF REALISATIONS		
	Duress Payments	50,856.09	50,856.09
	Service Charge	7,519.88	7,519.88
	Statutory Advertising	99.45	99.45
		(58,475.42)	(58,475.42)
	PREFERENTIAL CREDITORS		
(20,651.00)	Employee Arrears/Hol Pay	NIL	NIL
(82,446.00)	HM Revenue and Customs	NIL	NIL
		NIL	NIL
	UNSECURED CREDITORS		
(18,210.00)	Accruals	NIL	NIL
(103,152.00)	Deposits	NIL	NIL
(2,000.00)	Employees	NIL	NIL
(18,974.00)	HM Revenue and Customs	NIL	NIL
(619,517.00)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
(864,950.00)		41,394.78	41,394.78
	REPRESENTED BY		
	Floating/main current account		40,236.67
	VAT payable		(4,973.99)
	VAT Receivable		6,132.10
			41,394.78

Matthew Ingram
Joint Administrators

Appendix 3 – Statement of Affairs

This is the Statement of Affairs for the Company as at the Appointment Date. It was prepared by Jonathan Robin Boss and Colin George Eric Corbally on behalf of the Company and will be filed with the Registrar of Companies imminently.

Please note, the Directors have not included any valuations within the SOA as not to prejudice the value achieved in the sale.

A schedule of the known Creditors' names, addresses, debts and details of any security held is included with the Statement of Affairs.

Creditors should be aware that some creditor amounts shown may differ from the actual amount owed. This does not affect their final claim and the Joint Administrators invite Creditors to submit their claim using the proof of debt form attached at Appendix 9.

The information provided in the Statement of Affairs and in the Statutory information in Appendix 1, has been extracted from the Company's books and records. The Joint Administrators have not carried out any audit or detailed verification work on the information provided and the figures do not include the costs of the Administration.

Employee claims and consumer creditors who have pre-paid deposits for goods or services are summarised. Full details are available on request.

The actual level of asset recoveries and claims against the Company might differ materially from the amounts included in the financial information in this statement.

Statement of Affairs

Company Name: Commercial Street Hotel Limited	Company Number: 07078144
--	---------------------------------

Statement as to the affairs of Commercial Street Hotel Limited

As at 14 May 2021, the date that the company entered administration.

Statement of Truth

I believe that the facts stated in this Statement of Affairs are full, true and complete Statement of Affairs of the above named Company as at 14 May 2021

Full name _____

Signed _____

Dated

INSOLVENCY ACT 1986

DIRECTORS STATEMENT OF AFFAIRS

A - Summary of Assets

Assets	Notes	Book Value £	Estimated to realise £
Assets subject to fixed charge:			
Long leasehold land and buildings		3,718,235	TBC
Less: Due to Lloyds		(10,200,000)	(10,200,000)
		(6,481,765)	TBC
			-
Assets subject to a floating charge:			
IT Equipment		8,962	TBC
Fixtures and Fittings		562,951	
Trade Debtors		19,390	0
Prepayments		34,616	0
Intercompany		2,854,766	0
		3,480,685	0
Uncharged assets:			
Cash at Bank		0	0
Estimated total assets available for preferential creditors	£		TBC

Signature _____

Date _____

INSOLVENCY ACT 1986

DIRECTORS STATEMENT OF AFFAIRS

A1 -Summary of liabilities

		Estimated to realise
Estimated total assets available for preferential creditors (carried from page A)	£	TBC
Liabilities		
Preferential creditors - Employees	£20,651.00	
Preferential creditors HMRC	£82,446.00	103,097
Estimated deficiency/surplus as regards preferential creditors:	£	(103,097)
Estimated prescribed part of net property where applicable (to carry forward)	# Nil	
Estimated total assets available for floating charge holders	£	(103,097)
Debts secured by floating charges	TBC	
Estimated deficiency/surplus of assets after floating charges	£	(103,097)
Estimated prescribed part of net property where applicable (brought down)	Nil	
Total assets available to unsecured creditors	£	(103,097)
Unsecured non-preferential claims (excluding any shortfall to floating charge holders)		
- Employees	2,000	2,000
- Trade Creditors	619,517	619,517
- HMRC	18,974	18,974
- Deposits	103,152	103,152
- Accruals	18,210	18,210
	761,853	761,853
Estimated deficiency/surplus as regards non-preferential creditors (excluding any shortfall to floating charge holders)	£	(864,950)
Shortfall to floating charge holders (brought down)		TBC
Estimated deficiency/surplus as regards creditors	£	(864,950)
Issued and called up capital		(10)
Estimated total deficiency/surplus as regards members	£	(864,960)

Signature _____

Date _____

Company Creditors

Name of creditor	Address (with postcode)	Amount of debt £	Details of any security held by creditor	Date security given	Value of security £
Access UK Ltd	The Old School, Colchester, Essex, CO7 6LZ	4,522.09			
AC Hotel by Marriott	160 Wharfside Street, Birmingham, B1 1RL	85.00			
Admiral Cleaning Supplies	Admiral House, Beveridge Lane, Oakville, LE67 1TE	1,147.44			
Agoda Company Pte Ltd	90 Cecil Street, Prudential Tower, Singapore, 49712	7.57			
AirAngel Ltd	3 Heston Court, Birchwood, WA3 6QU	1,377.00			
Alliance Disposables Ltd	Alliance House, Marshfield Park, Crewe, CW2 8UY	156.42			
Angel Springs / Waterlogic	Shaw Road, Wolverhampton, WV10 9LE	64.99			
Avantgas On Ltd	UGI House, Gisborne Close, Chesterfield, S43 3JT	993.01			
Black and White Hospitality Ltd	Cadbury House, Frost Hill, Congresbury, Bristol, Cadbury House, Frost Hill, Congresbury, BS49 5AD	2,916.35			
Birmingham City Council	P O Box 5, Birmingham, B1 5AY	320.00			
Black & White Hospitality Management Ltd	Cadbury House Frost Hill, Congresbury, Bristol, BS49 5AD	10,500.00			
Booking.com BV	Herengracht 597, 1017 CE Amsterdam, Netherlands	-96.75			
CENTRAL ELECTRICAL & LIGHTING LIMITED	Unit 73, Gravelly Industrial Park Tyburn Rd, Birmingham, B24 8TL	56.88			
Central Facilities Group Ltd	Units 14-15 The Old Quarry, Lower Kewstoke Road, BS22 9LF	8,451.04			
CHO Supplies	3 Nicholas Way, Hemel Hempstead, HP2 5JH	396.10			
Citro HR&Payroll Services	Computer House, 353 High Street, Tyn & Wear, NE8 1ET	138.91			
Click Travel	10th Floor, Alpha Tower, Suffolk Street Queensway, B1 1TT	12.14			
Companies House	PO Box 71, Crown Way, Cardiff, CF14 3UZ	750.00			
Corner Two Corner	Parklands Road, Birmingham, WS10 7TL	150.00			
Cubix Constraction Consultants	St Brandons House, 29 Great George Street, Bristol, BS1 5QT	2,520.00			
Cilton Hygiene UK Limited	Unit 2, Bardon 22, Reg's Way, Coalville, Leicester, LE67 1TE	0.00			
Conference Care	Watling House, 1 Watling Drive, Hirdkley, Leicestershire, LE10 3EY	0.00			
Cadbury House Hotel and Country Club	Frost Hill, Congresbury, Bristol, BS49 5AD	0.00			
DayBreakHotels S.R.L.	Via Angelo Bagnoli 8, SC, D Int 13, Roma, Italy	52.32			
De Lage Landen Leasing Ltd	P O Box 430, Watford, WD18 8EZ	4,161.52			
Directa Ltd	Cold Norton, Essex, CM3 6UA	63.74			
Dowering LLP	6th Floor St Magnus House, 3 Lower Thames Street, London, ECSR 6HD	12,000.00			
Esential It's Scentair	8 Lake End Court, Taplow, Berkshire, SL6 0JQ	540.00			
Experian Ltd	The Sir John Peace Building Experian Way, Ng2 Business Park, Nottingham, NG80 1ZZ	50.00			
Expedia Group		0.00			
Fidum Property Management	30 Anyards Road, Cobham, Surrey, KT11 2LA	333,052.45			
Firedcheck North West Ltd	Firedcheck House, 9 Aron Road, Culcheth, Warrington, WA3 5DT	225.00			
CSG Group Plc	The Foundation, Herons Way, Chester Business Park, Chester, CH4 9GB	1,987.20			
HM Revenue & Customs	Enforcement & Insolvency Service (EIS), Durrington Bridge House, Worthing, West Sussex, BN12 4SE	0.00			
Heaven Health & Beauty Ltd	Upton Lane, Shifnal, Shropshire, TF11 8NZ	496.51			
Holdsworth	Tideswell Head Office, Manchester Road, Tideswell, SK17 8LN	46.41			
Hospitality IT Solutions Ltd	Manor Lane, Harwarden, Flintshire, CH5 3PJ	960.19			

Hold and Travel Solutions Ltd	Ground Floor, Five Mile House, 126 Hanbury Road, Bromsgrove, B60 4JZ	47.42	
Hotel Media	97 Dymchurch Road, Hythe, CT21 6JN	2,662.90	
HRS Group	Breslauer Platz 4, 50668 Cologne, Germany	161.36	
Intel Ltd	Intel House, Threshelford Business Park, Inworth Road, CO5 9SE	850.75	
Loomis UK Ltd	1 Alder Court, Rennie Hogg Road, Nottingham, NG2 1RX	975.15	
Merchant Rentals Ltd	Westway Park, Galway Crescent, Haydock, WA11 0GR	381.89	
Micron Communications	Unit 3 Coltharbour Business Park, Sherborne, Dorset, DT9 4JW	1,234.44	
N Power	P O Box 209, Wetherby Road, LS14 3WX	296.60	
Oasis UK Ltd	Unit 280, MDP Wethersfield, Wethersfield, Essex, CM7 4AZ	1,708.04	
Office Team Ltd	Unit 4, 500 Purley Way, Croydon, CR0 4NZ	249.98	
Oracle Corporation UK Ltd	One Central Boulevard, Blythe Valley Business Park, Solihull, B90 8BG	2,619.10	
OT Group Limited	Southbridge House, Southbridge Place, Croydon, Surrey, CR0 4HA	0.00	
Paperless Software Europe Ltd.	11 Arniens Street, Dublin, Republic of Ireland	768.00	
PfB Insurance Brokers	Rossingtons Business Park, West Carr Road, Nottinghamshire, DN22 7SW	127,137.02	
Please Hold UK Ltd	Oakland House, Talbot Road, Old Trafford, M16 0PQ	536.40	
Portrayal/tec Connect Ltd	tec House, Hawkfield Way, Whitchurch, Bristol, BS14 0BL	3,565.38	
Performing Right Society	2 Pancras Square, London, NIC 4AG	134.46	
Quadrant Catering Limited	35 Newhall Street, Birmingham, B3 3PU	4,363.50	
Redundancy Payments Service	P O Box 16685, BIRMINGHAM, B2 2LX	0.00	
RSM UK Tax and Accounting Ltd.	Springpark House, Basingview, Basingstoke, RG21 4HG	900.00	
RRadar Ltd	6 Beacon Way, Hull, HU5 4AE	1,721.00	
Redwood Booking Agent	79 Vernon Avenue, Rugby, CV22 5HP	9.12	
Reservations 2000 Ltd	Clarendon House, 147 London Road, Kingston Upon Thames, KT2 6NH	78.24	
Shield Safety Group	1st Floor, 45/47 Newton St, Manchester, M1 1FT	1,525.20	
Shorrock Tachem Ltd	Charters Industrial Estate, Altherton, Manchester, M48 9SD	366.00	
Shred IT Ltd	Ground Floor, Corner House, 177 Cross Street, M33 7JQ	539.54	
Sky Business NI	Alexandra House, Earlsfort Terrace, Dublin 2	678.51	
SSE Energy Supply Ltd t/a SSE Business Energ	1 Forbury Place, 43 Forbury Road, Reading, RG1 3JH	63,702.59	
Trades 247 Drains Services Ltd	Yard 1 Premier Business Park, Crown Street, Wolverhampton	2,303.20	
Trinity Fire & Sec Syst	9E Nuffield Trade Park, Nuffield Way, Abingdon, Oxfordshire, OX14 1RL	5,949.60	
Tyco	Tyco Park, Grimshaw Lane, Newton Heath, Manchester, M40 2WL	1,509.60	
Urban Planters Derbyshire	The Plant House, Stretton Road, Tarsley, Matlock, Derbyshire, DE4 5GE	3,114.69	
Vision Support Services	Darwen House, Walker Park, Blackburn, Lancashire, BB1 2QE	322.53	
Vodafone Corporation	Vodafone HQ, The Connection Newbury, Berkshire, RG14 2FN	264.22	
Zen Internet Ltd (Bacs)	Sandbrook Park, Rochdale, OL11 1RY	746.40	
Jonathan Robin Ross	St Magnus House, 3 Lower Thames Street, London, EC3R 6HD	0.00	
Colin George Eric Corbally	St Magnus House, 3 Lower Thames Street, London, EC3R 6HD	0.00	
	Total Trade Creditors	619,517.26	
Lloyds Bank	1st Floor, 125 Colmore Row, Birmingham, B3 3AE	10,227,263.00	Fixed & Floating Cha Initially January 202
	Total Secured Creditors Creditors	10,227,263.00	10,227,263.00

Employee Creditors

Name of employee creditor	Address (with postcode)	Amount of debt £	Details of any security held by creditor	Date security given	Value of security £
Total Unsecured Employee Creditors (Estimate)		2,000			

Consumer Creditors

Name of creditor	Address (with postcode)	Amount of debt £	Details of any security held by creditor	Date security given	Value of security £
Deposits taken		103,152			

Name of Shareholder	Address (with postcode)
Black & White Hospitality Limited	Cadbury House Frost Hill, Congresbury, Bristol, BS49 5AD
Downing One VCT Plc	6th Floor, St Magnus House, 3 Lower Thames Street, London, EC3R 6HD
Downing Two VCT Plc	6th Floor, St Magnus House, 3 Lower Thames Street, London, EC3R 6HD
Downing Three VCT Plc	6th Floor, St Magnus House, 3 Lower Thames Street, London, EC3R 6HD

Company Shareholders

No. of shares held	Nominal value, £	Details of shares held
403	0.01	Ordinary
257	0.01	Ordinary
248	0.01	Ordinary
145	0.01	Ordinary

Appendix 4 – Analysis of time charged and expenses incurred

Analysis of the Joint Administrators' time costs for pre-Administration

Commercial Street Hotel Limited and Quadrate Catering Limited (In Administration) ("the Companies")

Analysis of the Joint Administrators' Pre-Administration Time Costs

Classification of Work Function	Hours					Total Hours	Time Cost (£)	Avg. Hourly Rate (£)
	Managing Director	Manager	Senior	Assistant	Support			
Administration & Planning								
Business Background Analysis & Research	0.00	0.00	12.00	0.00	0.00	12.00	3,960.00	330.00
Correspondence With Bank Re Engagement / Scope	0.00	1.40	4.00	0.00	0.00	5.40	2,020.00	374.07
Correspondence With Company Re Engagement	0.70	0.00	4.50	0.00	0.00	5.20	1,940.00	373.08
Dealing With Sale Of Business / Interested Parties	6.70	0.00	0.00	0.00	0.00	6.70	4,355.00	650.00
General Case Administration	0.00	0.00	4.00	3.20	0.00	7.20	1,800.00	250.00
Meetings With / Reporting To The Company	2.00	2.30	0.00	0.00	0.00	4.30	2,450.00	569.77
Preparing Engagement Letter	0.00	0.40	0.00	0.00	0.00	0.40	200.00	500.00
Review Agent / Asset Valuation Reports	0.00	0.00	0.50	0.00	0.00	0.50	165.00	330.00
Strategy Planning	7.60	141.65	0.50	0.00	0.00	149.75	63,175.00	555.43
	17.00	145.75	25.50	3.20	0.00	191.45	100,065.00	522.67
Communications with underlying								
Communications With Underlying Investors (Eut/Plot)	4.30	1.80	0.00	0.00	0.00	6.10	3,695.00	605.74
	4.30	1.80	0.00	0.00	0.00	6.10	3,695.00	605.74
Total Hours:	21.30	147.55	25.50	3.20	0.00	197.55		525.23
Total Fees Claimed: £	13,845.00	81,020.00	8,415.00	480.00	0.00		103,760.00	

Analysis of the Joint Administrators' time costs to 1 July 2021

Commercial Street Hotel Limited (In Administration) ("the Company") Analysis of the Joint Administrators' Time Costs for the period 14 May 2021 to 22 June 2021

Classification of Work Function	Hours					Total Hours	Time Cost (£)	Avg. Hourly Rate (£)
	Managing Director	Manager	Senior	Assistant	Support			
Administration & Planning								
Case Review & Case Diary Management	0.00	0.80	2.50	0.40	0.00	3.70	1,285.00	347.30
Cashiering & Accounting	0.00	4.00	2.90	8.50	0.00	15.40	4,371.50	283.86
Dealings With Directors And Management	0.00	0.80	1.70	0.00	0.00	2.50	961.00	384.40
Ips Set Up & Maintenance	0.00	0.00	0.90	1.50	0.00	2.40	552.00	230.00
Insurance	0.00	0.10	0.10	0.10	0.00	0.30	98.00	326.67
Statutory Matters (Meetings & Reports & Notices)	1.20	3.60	5.10	17.60	0.00	27.50	6,903.00	251.02
Strategy Planning & Control	0.50	7.45	5.30	3.50	0.00	16.75	6,474.00	386.51
Tax Compliance / Planning	0.00	0.00	0.50	0.00	0.00	0.50	165.00	330.00
	1.70	16.75	19.00	31.60	0.00	69.05	20,809.50	301.37
Creditors								
Communications With Creditors / Employees	0.00	2.70	3.80	3.00	0.00	9.50	3,054.00	321.47
Non Pref Creditors / Employee Claims Handling	0.00	0.00	2.50	2.05	0.00	4.55	1,132.50	248.90
Pref Claims Adjudication & Distribution	0.00	0.00	0.60	0.10	0.00	0.70	213.00	304.29
Secured Creditors	0.00	0.00	0.40	0.10	0.00	0.50	147.00	294.00
	0.00	2.70	7.30	5.25	0.00	15.25	4,546.50	298.13
Investigations								
CDDA & reports & Communication	0.00	0.00	1.60	0.00	0.00	1.60	528.00	330.00
	0.00	0.00	1.60	0.00	0.00	1.60	528.00	330.00
Realisation of Assets								
Book debts	0.00	0.00	0.40	0.00	0.00	0.40	132.00	330.00
Freehold and Leasehold Property	0.00	1.65	0.00	0.00	0.00	1.65	825.00	500.00
Sale of business	0.00	0.40	0.00	0.00	0.00	0.40	200.00	500.00
	0.00	2.05	0.40	0.00	0.00	2.45	1,157.00	472.24
Trading								
Trading - Accounting	0.00	0.00	0.70	0.00	0.00	0.70	231.00	330.00
Trading - Employees	0.00	0.50	0.30	0.00	0.00	0.80	349.00	436.25
Trading - Operations	0.00	8.40	3.70	0.00	0.00	12.10	5,481.00	452.98
	0.00	8.90	4.70	0.00	0.00	13.60	6,061.00	445.66
Total Hours:	1.70	30.40	33.00	36.85	0.00	101.95		324.69
Total Fees Claimed: £	1,105.00	15,374.50	10,890.00	5,732.50	0.00		33,102.00	

Narrative of work carried out for the period to 1 July 2021

The key areas of work have been:

SIP 9 narrative for the period 14 May 2021 to 1 July 2021

Administration and planning	<ul style="list-style-type: none">• Monitoring and reviewing the Administration strategy;• Briefing staff on the Administration strategy and matters in relation to workstreams;• Regular case management and reviewing of process including regular team update meetings and calls;• Meeting with management to review and update strategy and monitor progress;• Reviewing and authorising junior staff correspondence and other work;• Dealing with queries arising during the appointment;• Reviewing matters affecting the outcome of the Administration;• Allocating and managing staff/case resourcing and budgeting exercises and reviews;• Liaising with legal advisors regarding various instructions, including agreeing content of engagement letters; and• Complying with internal filing and information recording practices, including documenting strategy decisions.
Creditors	<ul style="list-style-type: none">• Updating the list of unsecured creditors;• Responding to enquiries from Creditors regarding the Administration and submission of their claims;• Reviewing completed forms submitted by Creditors, recording claim amounts and maintaining claim records; and• Providing written and oral updates to the Secured Lenders regarding the progress of the Administration and case strategy.
Investigations	<ul style="list-style-type: none">• Managing and reviewing the Company books and records;• Investigating the affairs of the Company to identify any actions available to the company against third parties in respect of antecedent transactions or other litigation;• Obtaining records from third parties;• Conducting interviews with counterparties and officeholders;• Reviewing pre-appointment transactions; and• Documenting investigations.
Statutory and compliance	<ul style="list-style-type: none">• Ensuring compliance with all statutory obligations within the relevant timescales;• Uploading information to the Creditors' Portal;• Reviewing time costs to date and producing analysis of time incurred which is compliant with SIP 9;• Monitoring the fees estimate; and• Monitoring the expenses estimate.
Cashiering	<ul style="list-style-type: none">• Preparing statutory receipts and payments accounts; and• Renewing bonding and complying with statutory requirements.
Asset realisations	<ul style="list-style-type: none">• Liaising with finance companies in respect of assets subject to finance agreements;• Liaising with agents regarding the sale of assets;

- | | |
|---------|--|
| | <ul style="list-style-type: none">• Communicating with landlords regarding rent; property occupation and other property issues;• Liaising with third parties regarding costs incurred;• Collecting and paying rent due on the company's remaining premises;• Reviewing and agreeing invoices;• Reviewing costs incurred to ensure recorded accurately; and• Arranging payments to agents and solicitors in a timely manner. |
| Trading | <ul style="list-style-type: none">• Attending to supplier and customer queries and correspondence;• Reviewing invoices for payment to be made; and• Raising payments to suppliers in respect of Administration costs. |
| Tax | <ul style="list-style-type: none">• Analysing and considering the tax effects of asset sales;• Working on tax returns relating to the periods affected by the Administrator;• Analysing VAT related transactions; reviewing the Company's duty position to ensure compliance with duty requirements; and• Dealing with post appointment tax compliance. |

Joint Administrators' expenses to 1 July 2021

The Joint Administrators have incurred the following expenses during the period 14 May 2021 to 1 July 2021

Category 1 Expenses			Current period	
Company	Activity	Fee Basis	Incurred (£)	Paid (£)
Courts Advertising	Statutory Advertising	Fixed fee	99.45	99.45
AON UK Ltd	Statutory bond premium	Fixed fee	225.00	0.00
Total			325.45	99.45

Notes

The above costs exclude VAT.

The Joint Administrators' choice of professional advisors was based on their perception of the experience and ability of the respective firms/individuals to perform their work, the complexity and nature of the assignment and the basis of their fee.

Kroll Advisory Ltd., being the employer of the Joint Administrators and the staff working on the Administration, is considered an associate of the Joint Administrators.

It is considered that these expenses are fair and reasonable and proportionate to the Administration.

The Joint Administrators have the authority to pay Category 1 expenses without the need for any prior approval from the creditors of the Company.

There are no Category 2 Expenses for the Period.

Appendix 5 – Fee estimate

Commercial Street Hotel Limited (In Administration) ("the Company")

From 14 May 2021 for the duration of the Administration

Classification of Work Function	Managing Director	Manager	Hours Senior	Assistant	Support	Total Hours	Time Cost £	Avg Hourly Rate £
Administration and Planning								
Case review & Case Diary management	4.90	5.70	6.40	7.90	0.00	24.90	9,332.00	374.78
Cashiering & accounting	0.80	4.90	5.00	18.90	0.00	29.60	7,455.00	251.86
Dealings with Directors and Management	0.40	5.60	4.60	0.00	0.00	10.60	4,644.00	430.00
IPS set up & maintenance	0.00	0.40	2.70	5.50	0.00	8.60	1,916.00	222.79
Insurance	0.00	1.10	0.80	0.60	0.00	2.50	904.00	361.60
Statutory matters (Meetings & Reports & Notices)	4.40	19.80	27.60	44.80	0.00	96.60	28,654.00	296.01
Strategy planning & control	5.80	17.80	18.00	14.50	1.00	57.10	20,935.00	366.64
Tax Compliance / Planning	0.00	0.75	1.80	2.40	0.00	4.95	1,329.00	268.48
	16.30	56.05	67.30	94.60	1.00	235.25	65,837.00	313.91
Creditors								
Communications with Creditors / Employees	0.00	6.30	21.50	18.60	0.00	46.40	13,035.00	280.93
Non Pref Creditors / Employee claims handling	0.00	8.50	9.60	10.20	0.00	28.30	8,948.00	316.18
Non Pref Creditor claims adjudication & dist'n	2.10	2.70	4.40	7.60	0.00	16.80	5,307.00	315.89
Pref claims adjudication & distribution	0.00	6.40	8.80	8.40	0.00	23.60	7,364.00	312.03
Secured Creditors	4.10	5.10	3.40	0.30	0.00	12.90	6,382.00	494.73
	6.20	29.00	47.70	45.10	0.00	128.00	41,036.00	343.95
Investigations								
CDDA & reports & Communication	1.10	7.50	10.30	15.20	1.00	35.10	10,294.00	293.28
	1.10	7.50	10.30	15.20	1.00	35.10	10,294.00	293.28
Realisation of Assets								
Book debts	0.00	0.30	0.50	0.00	0.00	0.80	315.00	393.75
Freehold and Leasehold Property	1.30	2.50	1.40	0.00	0.00	5.20	2,557.00	491.73
Plant, Machinery, Fixtures & Motor Vehicles	0.40	1.80	1.10	0.00	0.00	3.30	1,523.00	461.52
Hire Purchase & Lease Assets	0.20	1.40	1.70	0.00	0.00	3.30	1,391.00	421.52
Sale of business	4.20	13.10	4.80	1.40	0.00	23.50	11,074.00	471.23
	6.10	19.10	9.50	1.40	0.00	36.10	16,860.00	447.95
Trading								
Trading - Accounting	0.00	0.20	0.20	0.00	0.00	0.40	166.00	415.00
Trading - Employees	0.00	1.60	2.90	0.00	0.00	4.50	1,757.00	390.44
Trading - Operations	0.00	8.60	3.60	1.50	0.00	13.70	5,713.00	417.01
	0.00	10.40	6.70	1.50	0.00	18.60	7,636.00	407.48
Total Hours:	29.70	122.05	141.50	157.80	2.00	453.05		312.69
Total Fees Claimed: £	19,305.00	61,025.00	46,695.00	23,670.00	300.00		150,995.00	

Appendix 6 – Fee narrative

Introduction

The following information is provided to creditors to enable them to consider and approve the Joint Administrators' remuneration. It is a summary of key issues, to assist creditors in understanding the strategy of the Administration, the associated costs and expenses of the related activities and the financial benefit to creditors.

This document should be read in conjunction with the Joint Administrators' Proposals Report which provides further details of the assets, liabilities and estimate return to creditors, if any. Particular reference is made to the Appendices entitled 'Analysis of Time Charged and Expenses Incurred' (Appendix 4), Fee Estimate (Appendix 5) and 'Estimated Expenses of the Administration' (Appendix 7).

Estimated Fees and Expenses

The Joint Administrators propose that their fees will be based on Kroll Advisory Ltd's time costs.

The ability for the Joint Administrators to draw fees is dependent on asset realisations and the authority of creditors. Creditors are asked to approve the basis of the fees and the Fee Estimate, which effectively acts as a cap on the fees that can be drawn (subject to the Joint Administrators' ability to seek an increase in the approved amount from creditors if appropriate).

The amount expected to be drawn in fees over the life of the case is shown in the Fee Estimate. The Fee Estimate at Appendix 5 does not include the further time costs of any subsequent Liquidation of the Company (if applicable). The Company will only be placed into Liquidation if there are funds available to distribute to Creditors other than via the Prescribed Part.

The Joint Administrators estimate the expenses of the Administration to total £30,324 as shown in Appendix 7 — Estimated Expenses of the Administration). This Appendix illustrates the estimated expenses for the whole of the Administration and is for information purposes (not for approval by any class of creditor). This Estimate may change over the course of the Administration, but Creditors will be informed of any variations with associated reasons in the Progress Reports.

As detailed in the main report, as part of the Proposals creditors are asked to approve the fee basis (time costs) and also the Fee Estimate in the total sum of £150,995. It should be noted that these expenses will only be paid if realisations allow sufficient funds to do so and, in this instance, these costs may not be incurred if there are likely to be insufficient funds to pay them.

Estimated Return to Creditors

At this early stage of the Administration, it is anticipated that there will be a distribution to the Secured Creditor of the Company.

Strategy

The role of a Joint Administrator is highly regulated, being required to conform to insolvency legislation, industry best practice policies (Statements of Insolvency Practice) and relevant case law. Consequently, the Joint Administrators are obliged to undertake many activities that do not provide a financial benefit to creditors.

In addition, throughout the course of the Administration, the Joint Administrators will regularly review the strategy and complete case reviews at week one, after three months, and every six months thereafter.

These activities do not necessarily provide a direct financial benefit to creditors; however, these are necessary to ensure that the Administration runs efficiently.

The Joint Administrators' time costs incurred to date in respect of Administration and Planning total £20,810 and have comprised the following tasks;

- Complying with anti-money laundering checks, bribery act and ethical checks.
- Advertising the Administration appointment and notifying all relevant stakeholders.
- Setting up the Administration on our internal systems and on the creditors' portal website.
- Companies House and Court filings.
- Calculating and obtaining the insolvency practitioner's bond.
- Undertaking treasury functions in respect of receipts and payments of the Administration to date.
- Reviewing the Company's tax position and updating our internal records
- Internal strategic discussions and meetings and completing a week 1 case review.
- Preparing the Joint Administrators' Proposals.

Total time costs estimated to be incurred for Administration & Planning, total £65,837, including the costs incurred to date. Future time costs are estimated to include the following future tasks:

- Performing periodic and strategic case reviews at the intervals discussed above.
- Filing notices with Companies House at relevant intervals.
- Dealing with post appointment tax compliance and returns.
- Preparing progress reports to all creditors of the Company every 6 months.
- Preparing a final report to all creditors of the Company.
- Internal strategic discussions and meetings.
- Corresponding with the Company's directors and management.

Creditors

The Joint Administrators and case staff will liaise with creditors to assist them with submitting their claims in the Administration. Should it be considered that there are sufficient asset realisations to enable a dividend to unsecured creditors, the Joint Administrators then adjudicate on all submitted claims to agree or reject the claims (in part of in full) prior to placing the Company into Creditors' Voluntary Liquidation to enable an unsecured distribution.

To date the Joint Administrators have dealt with creditor queries and lodging creditors' claims that have been submitted onto the case management system. The Joint Administrators' have incurred time costs of £4,547 to date in dealing with creditors.

Going forward, the Joint Administrators will continue dealing with creditors as above, as and when queries and claims are presented. Total time costs in respect of creditor are estimated to be £41,036 and it is expected to comprise the following future tasks:

- Dealing with creditor correspondence, emails and telephone conversations regarding claims in the Administration.
- Maintaining up-to-date creditor information and claims status on the case management system.
- Maintaining the creditors' portal website.
- Adjudicating creditor claims in anticipation of paying a dividend, should funds allow.
- Paying a distribution to the preferential creditors and unsecured creditors, should funds allow.

Investigations

It is a statutory requirement that the Joint Administrators provide a report to the Secretary of State on the conduct of the Directors in their management of the Company to determine their fitness to act in such a role. This will entail a broad level of investigation to ensure that best practice standards are met, and the Fee Estimate reflects this standard. If the Secretary of State then instigates Directors' disqualification proceedings, further time may be expended in providing supporting documents, witness statements etc. Such investigation may or may not lead to further asset recovery, so creditors should not assume that this activity will provide a monetary benefit to the Administration estate.

Time costs incurred to date in this regard totals £528 relating to the preparation of bank statements to be analysed.

The Joint Administrators estimate total time costs of £10,294 in dealing with the investigations, including the time already incurred. This process will include the following future tasks:

- Review of bank statements.
- Investigation of any potential claims with regard to antecedent transactions.
- Land Registry and Companies House searches.
- Logging and reviewing any creditor complaints and concerns regarding director conduct.
- Internet and social media searches.
- Completion of the Kroll Advisory's investigation work programme.
- Statutory reporting requirements to the Secretary of State in respect of directors' conduct and any resulting correspondence with the Department of Business, Energy and Industrial Strategy.

The above time estimate assumes that more detailed investigations are not required. However, in the event, that more detailed work is required, and the time costs involved are expected to be higher, the Joint Administrators will advise creditors in future progress reports.

Realisation of Assets

The fundamental duty of an Administrator is that of the recovery and realisation of the assets, the Joint Administrators' powers are designed to ensure the effective discharge of this duty. The Joint Administrators must recover the assets of the company for the benefit of the creditors and ultimately the members and must realise the same to affect the best possible distribution.

The Joint Administrators' actions an ongoing strategy in respect of the Company's assets are detailed below. The Joint Administrators have incurred total time costs of £1,157 to date, in dealing with the realisation of Company assets. This included the following:

- Communicating with landlords regarding rent; property occupation and other property issues.
- Conducting the sale of business process for the Company and its assets.

The Joint Administrators estimate total time costs of £16,860 in dealing with asset realisations, including the time already incurred in this regard. This process will include the following future tasks:

- Correspondence with the agents regarding valuations and offers for assets.
- Communicating with landlords regarding rent; property occupation and other property issues.
- Conducting the sale of business process for the Company and its assets.
- Liaising with finance companies in respect of assets subject to finance agreements.

Trading

The Joint Administrators and case staff have continued to review the trading activities of the Company. This included communicating with suppliers over duress payments to allow trading to continue unaffected, carry out site visits of the Company's trading address and communicating with Company staff. Time costs incurred to date in this regard totals £6,061. This included the following:

The Joint Administrators estimate total time costs of £7,636 in dealing with the trading, including the time already incurred. This process will include the following future tasks:

- Attending to supplier and customer queries and correspondence.
- Reviewing invoices for payment to be made.
- Carrying out periodic reviews of the trading performance of the Company.
- Communicating with employee's where necessary.

Appendix 7 – Expenses estimate

Category 1 Expenses	Fee basis	Expenses estimate £
DLA Piper UK LLP solicitors - Providing advice on the validity of appointment and security and preparing the necessary documents to transact on any sale	Time Costs	30,000
Fleurets and Lambert Smith Hampton agents - Agents' and valuers' costs in respect of valuation and marketing of the business and assets	1.5% of realisations	TBC
Statutory Advertising	Fixed Fee	99.45
Bonding	Fixed Fee	225.00
TOTAL		30,324.45

Notes

The above expenses exclude VAT

Appendix 8 – Statement of Creditors' Rights

Rule numbers refer to Insolvency (England & Wales) Rules 2016 (as amended)

Section or paragraph numbers refer to Insolvency Act 1986

If you require a copy of any relevant rule or section, please contact Victoria Whatley at Victoria.Whatley@Kroll.com.

Information for Creditors on remuneration and expenses of Administrators

Information regarding the fees and expenses of Administrators, including details of the expense policy and hourly charge out rates for each grade of staff that may undertake work on this case, is in a document called "Administration: A Guide for Creditors on Insolvency Practitioner Fees". This can be viewed and downloaded from the Joint Administrators' website at:

<https://www.kroll.com/en-gb/services/restructuring-advisory/creditor-guides-and-employee-fact-sheets>

Should you require a copy, please contact this office.

Creditors may requisition a physical meeting of Creditors for approval of the Joint Administrators' Proposals under Rule 15.6 of the Insolvency (England and Wales) Rules 2016

The Joint Administrators shall summon a physical meeting (1) if asked to do so by (a) creditors whose debts amount to at least 10% of the total debts of the Company or (b) 10% in number of creditors, or (c) 10 creditors, and (2) if the following procedures are followed:

The request for a requisitioned physical meeting must be made within five business days of the date on which the Joint Administrators' Proposals were delivered and include either:

(a) a statement of the requesting creditor's claim together with—

- a list of the creditors or contributories concurring with the request and of the amounts of their respective claims or values, and
- confirmation of concurrence from each creditor; or

(b) a statement of the requesting Creditor's debt and that that alone is sufficient without the concurrence of other Creditors

Creditor/s may be requested to meet the costs of a requisitioned decision and a deposit will be required for this purpose. These costs may be ordered to be paid as an expense of the Administration if the Creditors so resolve.

If you wish to request a physical Creditors' meeting, please complete and return the physical meeting requisition form available on the portal.

Creditors may requisition a decision to be made by all of the Creditors for approval of the Joint Administrator' Proposals under para 52(2) Schedule B1 Insolvency Act 1986

The Joint Administrators shall seek a decision from the Company's Creditors as to whether they approve the Proposals if requested by Creditors of the Company, whose debts amount to at least 10% of the total debts of the Company. Such a request must be received by the Joint Administrators within eight business days of the date on which the Joint Administrator's statement of Proposals is delivered.

The request for a requisitioned decision must include a statement of the purpose of the proposed decision and either—

(a) a statement of the requesting Creditor's claim together with—

- a list of the Creditors or contributories concurring with the request and of the amounts of their respective claims or values, and
- confirmation of concurrence from each Creditor; or

(b) a statement of the requesting Creditor's debt and that that alone is sufficient without the concurrence of other Creditors

Creditor/s may be requested to meet the costs of a requisitioned decision and a deposit will be required for this purpose. These costs may be ordered to be paid as an expense of the Administration if the Creditors so resolve.

A requisitioned decision must be made within 28 days of receiving the deposit or the expiry of 14 days without the Administrator informing the requesting Creditor of the deposit sum.

Appendix 9 – Proof of Debt form

Rule 14.4
IR 2016

PROOF OF DEBT - GENERAL FORM

Commercial Street Hotel Limited - In Administration Company Registration No. 07078144		
Date of Administration: 14 May 2021		
1.	Name of Creditor (If a company please also give company registration number and if non-UK, country of registration)	REF
2.	Address of Creditor for correspondence	
	Contact telephone number of creditor	
	Email address of creditor	
3.	Total amount of claim, including any Value Added Tax, as at the date of administration, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25	
4.	Details of any documents by reference to which the debt can be substantiated (please attach)	
5.	If amount in 3 above includes outstanding uncapitalised interest please state amount	£
6.	Particulars of how and when debt incurred (If you need more space append a continuation sheet to this form)	
7.	Particulars of any security held, the value of the security, and the date it was given	
8.	Particulars of any reservation of title claimed, in respect of goods supplied to which the claim relates	
9.	Signature of creditor or person authorised to act on his behalf	
	Name in BLOCK LETTERS	DATE
	Are you the sole member of the creditor?	YES / NO
	Position with or in relation to creditor Address of person signing (if different from 2 above)	
Admitted to vote for £		Admitted for dividend for £
Date		Date
Administrator		Administrator

Appendix 10 – Definitions

Word or Phrase	Definition
the Act	The Insolvency Act 1986 (as amended)
the Agents	Lambert Smith Hampton independent agents who were instructed to value the assets of the Company Pre-Administration appointment
the Appointment Date	14 May 2021 being the date of appointment of the Joint Administrators
the Bank / Lloyds	Lloyds Bank Plc with whom the Company banked (and the holder of a legal charge and a fixed and floating charge over the Company's assets)
BEIS	Department for Business, Energy & Industrial Strategy
BWH	Black and White Hospitality Limited (Company Number: 08465874)
Category 1 Expenses	The Joint Administrators' expenses, in dealing with the Administration, to persons providing the service to which the expense relates and who are not an associate of the Administrator. These expenses can be paid without prior approval
Category 2 Expenses	The Joint Administrators' expenses, in dealing with the Administration, to associates or where there is an element of shared costs. Such expenses require approval by creditors before payment
the Company/CSH	Commercial Street Hotel Limited (In Administration) (Company Number: 07078144)
COVID-19	Coronavirus Pandemic
the Directors	Jonathan Boss and Colin Corbally the directors of the Company
EC Regulation	EC Regulation on Insolvency Proceedings 2000
Fleurets	Independent agents used to market the business and assets of the Company Pre-Administration appointment
the Group	Commercial Street Hotel Limited (Company number: 07078144), Quadrate Catering Limited (Company number: 07347568), Quadrate Spa Limited (Company number: 07347539) and QS Hospitality Limited (Company number: 10100142)
HMRC	HM Revenue and Customs
IHG	InterContinental Hotels Group
the Joint Administrators	Matthew Ingram and Allan Watson Graham of Kroll Advisory Ltd, 35 Newhall Street, Birmingham, B3 3PU.
Kroll	Kroll Advisory Ltd.

Preferential Creditor/s	A creditor with a claim that ranks in priority to other unsecured creditors, to floating charge holders and the prescribed part. Preferential debts are either 'ordinary', such as certain employee claims, or 'secondary', such as HMRC's claims for VAT and PAYE income tax, which will rank for payment after the ordinary preferential claims are paid in full.
the Prescribed Part	Pursuant to Section 176A of the Act where a floating charge is created after 15 September 2003 a designated amount of the Company's net property (floating charge assets less costs of realisation) shall be made available to Unsecured Creditors
QC	Quadrate Catering Limited (Company number: 07347568),
QS	Quadrate Spa Limited (Company number: 07347539)
QSH	QS Hospitality Limited (Company number: 10100142)
RPS	Redundancy Payments Service
the Rules	The Insolvency (England & Wales) Rules 2016 (as amended)
the Secured Creditor	The holder of a fixed and floating charge over the Company's assets
SIP 9	Statement of Insolvency Practice 9 – Industry best practice for Insolvency Practitioners in relation to disclosure of remuneration and expenses
SOA	Statement of Affairs, documentation supplied by the Director outlining the Company's financial position as at the Appointment Date
Talisker	Talisker Realty Corporation, the owner of the freehold at The Cube
TUPE	The Transfer of Undertaking (Protection of Employment) Regulations 2006

Appendix 11 – Notice about this Statement of Proposals

This Statement of Proposals has been prepared by Matthew Ingram and Allan Watson Graham, the Joint Administrators of the Company, solely to comply with their statutory duty under Paragraph 49, Schedule B1 of the Insolvency Act 1986 to lay before Creditors a statement of their Proposals for achieving the purpose of the administration, and for no other purpose. It is not suitable to be relied upon by any other person, or for any other purposes, or in any other context.

These Proposals have not been prepared in contemplation of them being used, and are not suitable to be used, to inform any investment decision in relation to the debt of any financial interest in the Company or any other company in the same group.

Any estimated outcomes for Creditors included in these Proposals are illustrative only and cannot be relied upon as guidance as to the actual outcomes for Creditors.

Any person that chooses to rely on these Proposals for any purpose or in any context other than under Paragraph 49, Schedule B1 of the Insolvency Act 1986 does so at their own risk. To the fullest extent permitted by law, the Joint administrators do not assume any responsibility and will not accept any liability in respect of these Proposals.

Matthew Ingram and Allan Watson Graham are authorised to act as insolvency practitioners by the Insolvency Practitioners Association.

The Joint Administrators are bound by the Insolvency Code of Ethics.

The Joint Administrators act as agent for the Company and contract without personal liability. The appointments of the Joint Administrators are personal to them and, to the fullest extent permitted by law, Kroll Advisory Ltd. does not assume any responsibility and will not accept any liability to any person in respect of these Proposals or the conduct of the Administration.