

The Insolvency Act 1986

Administrator's progress report

Name of Company

CKS Civil Engineering Limited formerly known
as
Green GRP Civil Engineering Limited

Company number

07299851

In the
Leeds District Registry

(full name of court)

Court case number
268 of 2012(a) Insert full
name(s) and
address(es) of
administrator(s)I/We (a)
Lisa Jane Hogg
Wilson Field Limited
The Manor House
260 Ecclesall Road South
Sheffield
S11 9PSGemma Louise Roberts
Wilson Field Limited
The Manor House
260 Ecclesall Road South
Sheffield
S11 9PS

administrator(s) of the above company attach a progress report for the period

From

To

(b) Insert date

(b) 18 May 2015

(b) 17 November 2016

Signed

Joint / Administrator(s)

Dated

18.12.16

Contact Details:You do not have to give any contact
information in the box opposite but if
you do, it will help Companies House to
contact you if there is a query on the
formThe contact information that you give
will be visible to searchers of the
public recordLisa Jane Hogg
Wilson Field Limited
The Manor House
260 Ecclesall Road South
Sheffield
S11 9PS

DX Number

01142356780
DX Exchange

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When you have completed and signed this form, please send it to the
Registrar of Companies at -
Companies House, Crown Way, Cardiff CF14 3UZ DX 33050 Cardiff

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COMPANIES HOUSE

SATURDAY

Joint Administrators' Progress Report

**CKS Civil Engineering Limited formerly known as Green
GRP Civil Engineering Limited - In Administration ("the
Company")**

17 November 2016

**CKS CIVIL ENGINEERING LIMITED FORMERLY KNOWN AS GREEN GRP CIVIL ENGINEERING
LIMITED - IN ADMINISTRATION**

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THE ADMINISTRATOR'S PROGRESS REPORT

1 Introduction

- 1 1 I, together with my colleague Gemma Louise Roberts, was re-appointed as Joint Administrator of the Company on 15 November 2013. The appointment was made by Team O Solutions Limited ("Team O") of Warwick Road, Maltby, Rotherham S66 8EW, who hold a qualifying floating charge over the Company's assets.
- 1 2 Following conclusion of the original Administration, further information became available which improved the recoverability of a significant book debt due to the Company. Accordingly, the Company was placed back into Administration in November 2013 in order to facilitate the recovery of the debt. Creditors should note the process utilised the previous Administration's Court Reference number.
- 1 3 This Administration is being handled by Wilson Field Limited ("Wilson Field") at The Manor House, 260 Ecclesall Road South, Sheffield S11 9PS. The Administration is registered in the Leeds District Registry, reference number 268 of 2012.
- 1 4 In April 2016, the Joint Administrators successfully made an application to Court to extend the Administration term to 13 May 2017.
- 1 5 The trading address of the Company was Pearl Business and Enterprise Park, Sandback Way, Hellaby Industrial Estate, Rotherham S66 8QL; however, this was subsequently changed to c/o Wilson Field, the Manor House, 260 Ecclesall Road South, Sheffield S11 9PS on the appointment of the Joint Administrators.
- 1 6 The Company's registered number is 07299851.
- 1 7 As Joint Administrator, I am required to provide a progress report covering the period of six months commencing from the date the Company entered Administration and every subsequent period of six months. This progress report covers the period from 18 May 2016 to 17 November 2016 ("the Period") and should be read in conjunction with my earlier proposals report and any previous progress reports which have been issued.

2 Progress of the Administration

- 2 1 You may recall that the statutory objective being pursued in the Administration was to realise property in order to make a distribution to one or more secured or preferential creditors. In addition to the pursuance of this statutory objective, the Joint Administrators have duties imposed by insolvency and other legislation, some of which may not provide any financial benefit to creditors.
- 2 2 This section of the report provides creditors with an update on the progress made in the Period, both in terms of the achievement of the statutory objective, but also work which is required of the Joint Administrators under other related legislation.
- 2 3 At appendix A is my R&P covering the Period, together with a cumulative R&P from the date of my appointment as Joint Administrator to 17 November 2016.
- 2 4 Attached at appendix B is a time analysis outlining the time spent by the Joint Administrators and their staff during the Period, together with a cumulative time analysis covering the period since my appointment at appendix C.
- 2 5 Further information about the basis of remuneration agreed in this case can be found in section 4 of this report.

CKS CIVIL ENGINEERING LIMITED FORMERLY KNOWN AS GREEN GRP CIVIL ENGINEERING LIMITED - IN ADMINISTRATION

Realisation of assets

- 2 6 As previously advised, the Company's only remaining asset is a book debt due to the Company with a potentially realisable value of £66,000 to £121,000. The Joint Administrators have instructed a firm of construction debt recovery agents, Contract Recovery Solutions Limited ("CRS") to liaise with the debtor (Carillion) in order to recover the sums due. As payment was not forthcoming, Stripes Solicitors Limited ("Stripes") were instructed to commence legal proceedings.
- 2 7 Correspondence between Stripes and Carillion ensued, unfortunately however, due to the complexities of the debt and the lack of availability of key members of the Company's staff, there have been delays in finalising the position and the debt remains outstanding.

Creditors (claims and distributions)

- 2 8 Further information on the anticipated outcome for creditors in this case can be found at section 5 of this report. The Administrators are not only required to deal with correspondence and claims from unsecured creditors (which may include retention of title claims), but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture.
- 2 9 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal.
- 2 10 The above work will not necessarily bring any financial benefit to creditors generally, however the Joint Administrators are required by statute to undertake this work. Similarly, if a distribution is to be paid to any class of creditor, work will be required to agree those claims and process the dividend payments to each relevant class of creditor. The more creditors a company has, the more time and cost will be involved by the Joint Administrators in dealing with those claims.

Investigations

- 2 11 Shortly after appointment, I made an initial assessment of whether there could be any matters that might lead to recoveries for the estate and what further investigations may be appropriate. This assessment took into account information provided by creditors either at the initial meeting (where held) or as a response to my request to complete an investigation questionnaire. My investigations have not revealed any issues requiring further report or any further potential recoveries which could be pursued for the benefit of creditors.

3 Pre-administration costs

- 3 1 On 27 January 2014 creditors approved the Joint Administrators' pre-administration costs of £1,709. This fee has been drawn in full.

4 Joint Administrators' remuneration

- 4 1 The basis of the Joint Administrators' fees has been fixed in the Administration by reference to the time properly spent by them and their staff in managing the Administration, limited to £15,000 plus VAT.
- 4 2 My time costs for the Period are £2,278. This represents 8.1 hours at an average rate of £281 per hour. Attached at appendix B is a time analysis which provides details of the activity costs incurred by staff grade during the Period in respect of the costs fixed by reference to time properly spent in managing the Administration. To date, £2,500 plus VAT plus disbursements of £5,068 has been drawn on account.

CKS CIVIL ENGINEERING LIMITED FORMERLY KNOWN AS GREEN GRP CIVIL ENGINEERING LIMITED - IN ADMINISTRATION

- 4.3 Also attached at appendix C is a cumulative time analysis for the period from 15 November 2013 to 17 November 2016 which provides details of my time costs since my appointment. The cumulative time costs incurred to date are £31,704 and this represents 120 hours at an average rate of £284 per hour.
- 4.4 In considering the remaining work to be done in this Administration, I currently anticipate that my time costs to complete the Administration will be approximately £20,000. I will update creditors on this in my next progress report.
- 4.5 A copy of 'A Creditors' Guide to Administrators' Fees' is available on request or can be downloaded from <https://www.r3.org.uk/what-we-do/publications/professional/fees>.
- 4.6 Attached at appendix D is additional information in relation to the Administrators' fees, expenses and disbursements, including where relevant, information on the use of subcontractors and professional advisers.
- 4.7 The following expenses have been incurred since my last progress report to creditors:

Supplier / Service Provider	Nature of expense incurred	Amount incurred to date £	Paid to date £	Amount Outstanding £
Contract Recovery solutions Limited	Debt collection services	0.00	0.00	0.00*
Stripes Solicitors Limited	Legal costs relating to debt collection	10,421.50	0.00	10,421.50
HLW Keeble Hawson	Legal costs relating to extension	2,153.00	0.00	2,153.00
Total				
*CRS are acting on a fixed fee basis, which is subject to a successful recovery of the debt due				

5 Estimated outcome for creditors

Secured creditors

- 5.2 As advised, Team O hold a debenture incorporating fixed and floating charges over the Company's assets. The debenture was created on 4 May 2011 and registered at Companies House on 6 May 2011. At the date of the Administration, the indebtedness to the secured creditor was estimated at £360,687. To date, no payment has been made to Team O in respect of their security.

Preferential creditors

- 5.3 The Joint Administrators do not anticipate any preferential claims would be made in the Administration. I would confirm that to date, none have been made.

Unsecured creditors

- 5.4 I have received claims totalling £385,239 from nine creditors. I have yet to receive claims from thirty-six creditors whose debts total £1,145,130 as per the Company's statement of affairs.
- 5.5 As advised, the Company granted a floating charge to Team O on 4 May 2011. Accordingly, I am required to create a fund out of the Company's net floating charge property for unsecured creditors known as the Prescribed Part ("PP").
- 5.6 Based on present information, I estimate that a PP will be made available to unsecured creditors, however this is dependent on the outcome of the aforementioned book debt collections.

CKS CIVIL ENGINEERING LIMITED FORMERLY KNOWN AS GREEN GRP CIVIL ENGINEERING LIMITED - IN ADMINISTRATION

6 Ending the Administration

- 6 1 As advised in previous reports, the Joint Administrators anticipate that they will file a requisite notice pursuant to Para 83 of Schedule B1 of the Insolvency act 1986 ("the Act"), moving the Company into Creditors Voluntary Liquidation ("CVL") in order to facilitate a distribution to the Company's unsecured creditors via the PP
- 6 2 Should the Company move to CVL, Gemma Roberts and I will become the Company's Joint Liquidators. The Joint Administrators will be discharged from liability under paragraph 98(3) of schedule B1 to the Insolvency Act 1986 immediately upon their appointment as Administrators ceasing to have effect
- 6 3 However, should the Joint Administrators conclude that the Company's property is insufficient to enable any further distributions to any of its creditors, a notice pursuant to section 84(1) of Schedule B1 of the Act will be filed, seeking the dissolution of the Company

7 Creditors' rights

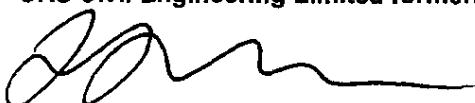
- 7 1 Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that the Joint Administrators provide further information about their remuneration or expenses (other than pre-administration costs) which have been itemised in this progress report
- 7 2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Joint Administrators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Joint Administrators, as set out in this progress report, are excessive

8 Next report

- 8 1 The Joint Administrators are required to provide a progress report within one month of the end of the next six months of the Administration or earlier if the Administration has been finalised or they wish to extend it

For and on behalf of

CKS Civil Engineering Limited formerly known as Green GRP Civil Engineering Limited



**L J Hogg
Joint Administrator**

CKS CIVIL ENGINEERING LIMITED FORMERLY KNOWN AS GREEN GRP CIVIL ENGINEERING
LIMITED - IN ADMINISTRATION

Appendix A

**R&P from 18 May 2016 to 17 November 2016 together with cumulative R&P for the period 15
November 2013 to 17 November 2016**

Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £		From 18/05/2016 To 17/11/2016 £	From 15/11/2013 To 17/11/2016 £
	SECURED CREDITORS		
(360,687.00)	Team O Solutions Limited	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
109,000.00	Book Debts	NIL	NIL
	Bank Interest Gross	0.02	0.04
	Bank Interest Net of Tax	NIL	3.17
	Bank Charges Refund	NIL	5,428.30
	Sundry Refund	NIL	16.81
		0.02	5,448.32
	COST OF REALISATIONS		
	Specific Bond	NIL	120.00
	Pre administration fee	NIL	1,709.00
	Administrators fees	NIL	2,500.00
	Licence Fee	81.37	81.37
	Agents/Valuers Fees (1)	NIL	500.00
	Legal Fees (1)	NIL	2,132.00
	Document Upload Fees	NIL	100.00
	Postage, stationery, photocopying	NIL	329.00
	Search Fees	NIL	30.00
	Statutory Advertising	NIL	67.00
		(81.37)	(7,568.37)
	UNSECURED CREDITORS		
(746,639.61)	Trade & Expense Creditors	NIL	NIL
(77,500.00)	Directors Loans	NIL	NIL
(152,495.86)	HM Revenue and Customs - VAT	NIL	NIL
(34,169.29)	HM Revenue and Customs - Corporati	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(1,262,591.76)		(81.35)	(2,120.05)
	REPRESENTED BY		
	Vat Receivable		16.27
	Bank 1 Current		16.68
	Trade Creditors		(2,153.00)
			(2,120.05)

Lisa Jane Hogg
Joint Administrator

Appendix B

Time analysis for the Period from 18 May 2016 to 17 November 2016

Time Entry - Detailed SIP9 Time & Cost Summary

/9REPS

CKSC02A - CKS Civil Engineering Limited formerly known as Green GRP Civil Engineering Limited
From 18/05/2016 To 17/11/2016
Project Code POST

Classification of Work Function	Directors & JPs	Manager & Senior Administrator	Administrators	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
ADCA Cashiering	0.80	0.80	0.00	0.80	2.40	855.50	356.48
ADCR Case Reviews	0.30	0.80	1.30	0.00	2.40	728.00	302.50
ADDI Directors/Client	0.00	0.00	0.30	0.00	0.30	72.00	240.00
ADGA File Maintenance	0.10	0.00	0.00	0.30	0.40	89.00	222.50
ADSC Statutory and Compliance	0.00	0.00	0.00	1.30	1.30	169.00	130.00
Admin and Planning	1.20	1.60	1.60	2.40	6.80	1,911.50	281.10
CRCO Communications with Creditors	0.00	0.00	0.00	0.20	0.20	28.00	130.00
CRTV Tax and VAT	0.20	0.00	0.00	0.30	0.60	170.50	341.00
Creditors	0.20	0.00	0.00	0.50	0.70	198.50	280.71
REDC Debt Collection	0.10	0.00	0.80	0.00	0.60	170.00	283.33
Realisation of Assets	0.10	0.00	0.50	0.00	0.60	170.00	283.33
Total Hours	1.50	1.60	2.10	2.90	8.10	2,278.00	281.23

Appendix C

Cumulative time analysis for the Period from 15 November 2013 to 17 November 2016

Time Entry - Detailed SIP9 Time & Cost Summary

19REPS

CKSC02A - CKS Civil Engineering Limited formerly known as Green GRP Civil Engineering Limited
From 15/11/2013 To 17/11/2016
Project Code POST

Classification of Work Function	Directors & I/P's	Manager & Senior Administrator	Administrators	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
ADAP Appointment	0.00	0.00	2.60	0.00	2.60	691.00	265.77
ADCA Cashiering	3.50	3.00	2.30	9.90	18.70	4,893.00	261.12
ADCR Case Reviews	2.40	1.50	7.80	4.35	15.85	3,985.00	251.42
ADDI Directors/Client	0.10	0.00	3.00	0.00	3.10	771.00	248.71
ADGA File Maintenance	0.80	0.00	4.40	4.60	9.80	1,807.00	184.39
ADSC Statutory and Compliance	6.10	6.10	27.00	2.50	36.90	10,193.00	276.23
ADSO Strategic Overview	0.00	2.10	4.80	0.00	6.90	1,870.00	271.01
TDLetter Send a letter	0.00	0.00	0.60	0.00	0.60	148.00	246.67
Admin and Planning	12.90	7.90	52.30	21.35	94.45	24,346.00	257.79
TDCall Phone Call	0.00	0.00	0.30	0.00	0.30	75.00	250.00
Case Specific Matters	0.00	0.00	0.30	0.00	0.30	75.00	250.00
CRCL Creditors Claims	0.00	0.00	0.10	0.00	0.10	27.00	270.00
CRCO Communications with Creditors	0.10	0.00	3.60	0.60	3.60	765.00	209.72
CRTV Tax and VAT	1.60	0.00	0.90	1.20	3.70	1,283.60	346.89
Creditors	1.70	0.00	4.00	1.70	7.40	2,065.50	277.12
INDR CDDA Report	0.00	0.00	0.00	1.50	1.50	180.00	120.00
INRE Investigation and Review	0.00	0.00	3.40	0.08	3.48	832.00	238.85
Investigations	0.00	0.00	3.40	1.58	4.98	1,012.00	203.06
REDC Debt Collection	4.40	0.00	6.10	0.30	10.80	3,425.00	317.22
REIS Identifying Securing and Insuring	0.80	0.00	0.00	0.00	0.80	400.00	500.00
REPB Property,Business and Asset Sales	0.20	0.00	1.10	0.00	1.30	377.00	290.00
Realisation of Assets	5.40	0.00	7.20	0.30	12.90	4,203.00	325.81
Total Hours	20.00	7.90	67.20	24.93	120.03	31,703.50	264.12

Appendix D

Additional information in relation to the Joint Administrators' fees, expenses & disbursements

1 Staff allocation and the use of sub-contractors

- 1.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case
- 1.2 The constitution of the case team will usually consist of an Insolvency Practitioner, a manager, and an administrator or assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment
- 1.3 We are not proposing to utilise the services of any sub-contractors in this case

2 Professional advisors

- 2.1 On this assignment we have used the professional advisors listed below. We have also indicated alongside, the basis of our fee arrangement with them, which is subject to review on a regular basis

Name of Professional Advisor	Basis of Fee Arrangement
Contract Recovery Solutions Limited (Debt Collections)	Fixed Fee
HLW Keeble Hawson (Legal advice re Court extension)	Fixed Fee
Stripes Solicitors (Legal advice re book debts)	Hourly rate and disbursements

- 2.2 Our choice was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of our fee arrangement with them

3 Joint Administrators' expenses & disbursements

- 3.1 An analysis of the expenses paid to the date of this report, together with those incurred but not paid at the date of this report is provided below

	Paid in prior period £	Paid in the period covered by this report £	Incurred but not paid to date £	Total anticipated cost £
Category 1 Disbursements				
Agents' costs	500.00	0.00	N/K	N/K*
Solicitors' costs	271.00	0.00	1,861.00	N/K*
Statutory advertising	67.00	0.00	0.00	0.00
Specific penalty bond	120.00	0.00	0.00	120.00
Pre appointment time costs	1,709.00	0.00	0.00	1,709.00
Software License Fee	0.00	81.37	81.37	162.74
Category 2 disbursements				
Case related travel & subsistence	329.00	0.00	1,016.00	1,344.00
Document upload fee	100.00	100.00	300.00	400.00
Search fees	30.00	0.00	0.00	50.00
Total				
*Both CRS and Stripes are acting on a percentage of realisation basis.				

- 3.2 Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case

CKS CIVIL ENGINEERING LIMITED FORMERLY KNOWN AS GREEN GRP CIVIL ENGINEERING LIMITED - IN ADMINISTRATION

advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case. These disbursements are included in the tables of expenses above.

- 3.3 Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage. Details of Category 2 disbursements charged by this firm (where appropriate) were provided in the Administrators' Proposals Report and approved by creditors. Any Category 2 disbursements incurred are specifically highlighted in the tables of expenses above.

4 Charge-out rates

- 4.1 Wilson Field Limited's current charge-out rates effective from 1 August 2016 are attached.

CKS CIVIL ENGINEERING LIMITED FORMERLY KNOWN AS GREEN GRP CIVIL ENGINEERING LIMITED - IN ADMINISTRATION

WILSON FIELD LIMITED CHARGE OUT RATES AND DISBURSEMENT POLICY

In accordance with Statement of Insolvency Practice 9 ("SIP 9") covering fees and disbursements, we are required to disclose to you our policy for recovering non-specific disbursements, and the charge out rates for the various grades of staff who may be involved in this case

Remuneration

The office holder(s) will seek approval from creditors to draw remuneration on a time cost basis, in accordance with the rates detailed below

	Hourly charge out rate (£)	
Grade	01/02/2014 to 31/10/2014	01/11/2014 onwards
Director/Insolvency Practitioner	350-500	500
Manager	260-400	400
Assistant Manager	N/A	395
Team Leader	N/A	390
Senior Administrator	240	330
Administrator (1-5years experience)	120-240	230-300
Secretarial & Support	100-130	130

All time is recorded in 6 minute units

Category 1 Disbursements

In accordance with SIP 9, these do not require the approval of creditors and are costs where there is specific expenditure directly referable both to the appointment in question and a payment to an independent third party These may include advertising, room hire, insurance, travel expenses etc

Category 2 Disbursements

In accordance with SIP 9, these require the prior approval of creditors

Category 2 disbursements are charged in accordance with the liquidator's prevailing recovery policy at the time the disbursement is incurred The rates applicable from 1 August 2016 are detailed below

Disbursement	Charge	
Search fees	£10 per document	On appointment
Document Upload Centre charge	£150	On appointment
Room Hire where held at a Wilson Field office	£100 per meeting	On appointment (where appropriate)
Mileage	45p per mile	On appointment (where appropriate)
Postage, stationery, photocopying etc	£10 per member and creditor per year	On appointment and annually
Insolvency software fee	£150 per year	On appointment and annually
Storage of books and records	£80 per box per year	Once records are logged and then annually
Document management fee	£150 per year	Annually on 1 st August

In common with all professional firms, our charge out and disbursements rates increase from time to time We reserve the right to change the rates without prior notice to you Any change will be reported in the next statutory report to creditors