

2.17B

The Insolvency Act 1986

Statement of administrator's proposals

Name of Company
Altius Support Services Limited

Company number
07418174

In the High Court
(full name of court)

Court case number
9421 of 2012

(a) Insert full
name(s) and
address(es) of
administrator(s)

I/We (a)
William Antony Batty
Antony Batty & Co
3 Field Court
Grays Inn
London
WC1R 5EF

Stephen John Evans
Antony Batty & Co
3 Field Court
Grays Inn
London
WC1R 5EF

*Delete as
applicable

attach a copy of ~~my~~our proposals in respect of the administration of the above company

A copy of these proposals was sent to all known creditors on

(b) 18 January 2013

Signed



Joint / Administrator(s)

Dated

18 1/13

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 form

The contact information that you give will be visible to researchers of the public record

William Antony Batty
Antony Batty & Co
3 Field Court
Grays Inn
London
WC1R 5EF

DX Number 020 7831 1234
DX Exchange

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



A45

21/01/2013

#2

COMPANIES HOUSE

MONDAY

ALTIVUS SUPPORT SERVICES LIMITED - IN ADMINISTRATION
JOINT ADMINISTRATORS' REPORT AND PROPOSALS

ANTONY BATTY & COMPANY LLP
3 FIELD COURT
GRAY'S INN
LONDON
WC1R 5EF

ALTIVUS SUPPORT SERVICES LIMITED - IN ADMINISTRATION

This report is prepared in accordance to the provisions of the Insolvency Act 1986, which require the Joint Administrators to provide creditors with details of their proposals to achieve the objective of the Administration. The report has been prepared for the purpose of advising creditors. The report is private and confidential and may not be relied upon, referred to, copied or quoted from, in whole or in part, by creditors for any purpose other than advising them, or by any other person for any purpose whatsoever.

In preparing this report the Joint Administrators have had to rely on information provided by the Directors, management and others. It has not been possible to verify all such information. Therefore, the Joint Administrators take no responsibility for the completeness or accuracy of such information.

W A Batty & S J Evans were appointed as Joint Administrators of Altius Support Services Limited on 10 December 2012.

The affairs, business and property of the Company are being managed by the Joint Administrators, who act as the Company's agent and contract without personal liability.

WA Batty, SJ Evans and HF Jesseman are licensed as Insolvency Practitioners in the UK by The Institute of Chartered Accountants in England & Wales under S 390 (2) of the Insolvency Act 1986.

Abbreviations used in this report

- Altius Support Services Limited - ("Altius" or "the Company")
- W A Batty & S J Evans - ("the Joint Administrators")
- HM Revenue & Customs - ("HMRC")
- Transfer of Undertakings (Protection of Employment) 2006 - ("TUPE")

ALTIUS SUPPORT SERVICES LIMITED - IN ADMINISTRATION

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1. INTRODUCTION

This report is prepared in accordance with the provisions of the Insolvency Act 1986, which require the Joint Administrators to provide creditors with details of their proposals to achieve the objective of the Administration

The proposals must be agreed to by the creditors of the Company. A creditors' meeting has been convened for 6 February 2012 for this purpose. Full details of the creditors' meeting and its purpose are given in the attached notice of the creditors' meeting (Form 2.20B). In order for the proposals to be approved a majority, in value, of those creditors attending the meeting and voting, in person or by proxy, must have voted in favour of it.

The creditors' meeting will be given the opportunity to appoint a creditors' committee. A committee is made up of between three and five representatives of creditors who will then meet the Joint Administrators on a regular basis to discuss the Administration of the Company. If a committee is appointed, it will be for them to approve the basis of the Joint Administrators' remuneration and category 2 expenses. If a committee is not appointed, then approval of the Joint Administrators' remuneration and category 2 expenses will be considered as part of these proposals.

If no creditors' committee is appointed, the creditors' meeting will also be asked to pass a resolution agreeing the Joint Administrators' pre-appointment costs, details of which are given in paragraph 9.3.

To assist creditors in considering the proposals the following information is included in this report:

- A brief history of the Company and the reasons it entered into Administration
- The objective of this Administration
- The actions taken by the Joint Administrators to date and the actions they intend to take to achieve the objective of the Administration if the proposals are approved
- Details of the assets and liabilities of the Company
- Details of the Joint Administrators' receipts and payments including details of assets realised to date and any costs to date
- Information regarding fees and expenses
- Other information for creditors

The proposed exit route from Administration is that if there are sufficient funds to enable a distribution to be made to unsecured creditors, the Company should move from Administration to Creditors' Voluntary Liquidation. In this event the Joint Administrators will become Joint Liquidators and their remuneration will be on the same basis as that agreed under the Administration.

If there are insufficient funds to enable a distribution to be made to unsecured creditors, the Administration will end by the Company moving from administration to dissolution.

2. CIRCUMSTANCES GIVING RISE TO THE APPOINTMENT OF THE JOINT ADMINISTRATORS

The company was formed on 15th July 2011 to acquire certain business and assets from the Tompkins & May Partnership ("the Partnership"). The acquisition and working capital was funded by private investors, Cregg Investments LLP who also brought in an experienced professional management team.

The business provided property services, encompassing reactive and planned maintenance of residential housing stock primarily for local housing authorities and government bodies. A secondary activity existed which was the construction of residential blocks for local housing authorities.

The business initially traded from rented offices in East Street Epsom, in July 2012 it relocated to Leatherhead

Following completion of the asset purchases, the business's largest client the London Borough of Camden refused to novate two crucial repair and maintenance contracts, despite earlier positive indications. These contracts represented some £6.0m turnover which was 65% of the R&M business which was acquired, this had a significant effect on the viability of the business and its working capital requirement.

The Camden issue and number of other matters have resulted in a number of disputes between the Company and the vendors of the business, the Tompkins & May Partnership. This led to legal proceedings being instigated.

During 2012 management won new contracts and started rebuilding the R&M sector of the business. Towards the year end, turnover was approaching an annualised level of £9.0m, which was calculated to be break even.

By October 2012 the business employed circa 110 employees directly.

As part of the purchase agreement, both parties agreed to a completion account mechanism that allowed for a retrospective adjustment to the purchase price based on proven Net Asset Value at the time of completion. Additionally the purchase price was to be paid in 3 instalments over 2 years, with the Tompkins & May Partnership holding a Floating Charge over the business as security. As the completion accounts could not be agreed the dispute resolution process was initiated. In September 2012 the independent expert found the vendor owed the purchaser approximately £1.7m. The vendor did not accept this finding.

As a result of the expert's decision the Company claimed that Tompkins & May Partnership were a debtor of the Company rather than being a creditor and sought to have the floating charge released. Tompkins & May Partnership maintained that they were a creditor of the Company and required the charge as security.

Rebuilding the R&M business required large cash injections from the investors, and because of the floating charge held by the vendors, these all had to be made on an unsecured basis.

In September 2012, whilst the business was on track to breakeven, it was identified that further cash flow funding would be required in December 2012 and Q1 2013. Appropriate facilities were negotiated to cover this cash requirement, but all potential lenders required security for their loans. Due to the dispute with the vendors a first charge could not be offered as security.

As the directors could not secure the cash flow funding required, they had no choice but to move to place the business into administration on the basis that it could or raise the funding necessary to trade through December 2012.

Management approached a number of competitors and other likely investors with a view to procuring interest in the business and assets. One company which was approached, expressed strong interest and commenced due diligence.

The Board resolved on 30 November 2012 that the Company had no alternative but to appoint Administrators and on 4 December filed a Notice of intention to appoint administrators to the company. In accordance with legal requirements this was served on the Tompkins & May Partnership as a floating charge holder.

On 10 December 2012, Tompkins & May Partnership appointed Antony Batty & Stephen John Evans as Joint Administrators. The appointment permitted the Joint Administrators to take any actions required either jointly or alone.

3. OBJECTIVES OF THE ADMINISTRATION AND THE JOINT ADMINISTRATORS' STRATEGY FOR ACHIEVING THEM

The purpose of an Administration is to achieve one of the three objectives set out in the insolvency legislation, which are to

- (a) rescue the Company as a going concern, which would keep the existing corporate entity intact, or
- (b) achieve a better result for the Company's creditors' as a whole than would be likely if the Company were wound up (without first being in Administration), where the first objective is not reasonably practicable or where this objective would be clearly better for creditors as a whole. This objective would normally envisage a sale of the Company's business and assets on a going concern basis or a more orderly realisation process than in a liquidation, or
- (c) realise property in order to make a distribution to one or more secured or preferential creditors', where the first two objectives are not reasonably practicable

Objective (a) could not be achieved as no purchaser could be found for the shares of the Company and the nature of the Company's trading and its financial circumstances meant that a Company Voluntary Arrangement was not appropriate. Due to the significant liabilities, a major restructuring of the creditors would have been required. There was insufficient creditor interest and funds available with which to carry out this process.

As a result, the Joint Administrators sought to achieve objective (b) and (c) for the Company, and have done this through the sale of the business and assets on a going concern basis.

The insolvency legislation has set a 12 month maximum duration for Administrations, unless the duration is extended by the Court or the creditors. If the Joint Administrators are unable to complete the Administration of the Company within 12 months then they will either apply to the Court, or hold a meeting of creditors, in order to seek approval to extending the duration of the Administration.

4. ACTIONS TAKEN BY THE JOINT ADMINISTRATORS FOLLOWING APPOINTMENT

Whilst it was apparent that objective (a) of Administration was unlikely to be achieved, the Joint Administrators were confident that objective (b) ie achieving a better result for the Company's creditors' as a whole than would be likely if the Company were wound up could be achieved by mothballing the business whilst a purchaser could be found. As noted above, the directors had indicated that they were aware of a party interested in acquiring the business and assets as a going concern. The Tomkings & May Partnership had also expressed an interest in acquiring the business and certain assets of the Company.

Due to an immediate significant requirement for working capital to support trading, the Joint Administrators decided that it was not possible to continue the business of the Company for more than a few days.

Given most debts owed to the Company related to on-going contracts, were the Company to have ceased trading, it is likely that counterclaims for damages, breach of contract etc would significantly have reduced realisations from the debtors ledger.

The Joint Administrators appointed Edward Symmons a national firm of auctioneers and valuers to value the assets and to assist the Joint Administrators negotiate a sale of the business and assets of the Company. ISCA Legal was appointed to advise and complete the necessary documents in respect of the sale agreement.

Edward Symmons reviewed the list of parties already approached by the Company and concluded that the only parties likely to be able to complete the transaction within a sufficiently short time frame were those who already knew the business, such parties included the Tompkins & May Partnership and Office & General Holdings Limited ("O&G") an unconnected third party company, which had carried out some due diligence on the Company

A deadline for offers was set as 6pm on 13 December 2012. Two offers were received by this deadline, one from Tompkins & May Partnership and one from O&G

Detailed negotiations took place between the interested parties during 14 December and the weekend of 15 & 16 December 2012. On the advice of Edward Symmons and after discussions with the major creditor of the Company, an offer was accepted from O&G subject to contract on 16 December 2012 and the sale completed on 17 December 2012

O&G acquired the majority of the business and assets, including contract debtors and took over all employees of the Company. In addition they agreed to an effective date of 10 December, ie they took over the responsibility for any loss/profit for the short period the Company traded in administration

Whilst the detailed terms of the sale are confidential, the sale provided for the consideration to be paid in three instalments, on completion, on 31 January 2013 and a final payment on 28 February 2013

It is estimated that if the business had been closed and all staff made redundant, the preferential claims of the employees, alone were likely to have exceeded £100,000

Following completion of the sale of the business, the Joint Administrators and their advisors have been reviewing the disputes, including on-going legal actions between the Company and the Tompkins & May Partnership and others

It is necessary to achieve some consensus between the Company, its major creditor and Tompkins & May Partnership as to the amount owed to or from the Partnership before any money can be distributed to the Partnership under their floating charge, if applicable and or unsecured creditors. Given the long term dispute, it is likely that this may need to be settled through the Courts

5. DIRECTORS' ESTIMATED STATEMENT OF AFFAIRS / FINANCIAL POSITION OF THE COMPANY

The Joint Administrators have asked the directors to prepare a summary of the Company's estimated financial position as at 10 December 2012, in the form of a Statement of Affairs, but they have not yet prepared it. The directors are currently working on the Statement of Affairs

In the absence of the directors' statement of Affairs, the Joint Administrators estimate of the financial position of the Company is detailed below

A list of all known creditors, and the amounts of shown as due to them in the Company's records is included at Appendix IV

6 JOINT ADMINISTRATORS' ESTIMATE OF THE FINANCIAL POSITION OF THE COMPANY

ASSETS

6.1 Book Debts

At the date of Administration the Company's sales ledger showed an amount due from trade debtors of £498,165 with retentions estimated at £27,000

The majority of the Company's book debts were dependant on contracts continuing to be serviced, any interruption to the works being carried out would have led to substantial counter and damage claims

O&G purchased the debtors ledger for £245,000 Our agents advised that this significantly exceed their estimate of likely recoveries after costs, had the Company ceased trading

In addition to the above current debts, the ledgers show historic debts, including London Borough of Camden, totalling £565,360 as due to the Company All of the historic debts relate to work carried out by the Partnership prior to the sale of the business These debts were excluded from the sale to O&G

The Company's directors advise that the Company is also owed £1,679,000 by the Tompkins & May Partnership following an experts determination of the completion accounts relating to the sale of the business This figure allows for a large part of the Camden debt being treated as bad debt The Partnership is understood to dispute the determination, which together with other disputes, is subject to litigation

6.2 Chattel Assets

The Company's chattel assets also formed part of the sale to Office & General Holdings Limited on the 17 December 2012 Edward Symmons advised that the assets were valued as follows

	Going Concern Valuation £	Market Valuation £	Sale Consideration £
Furniture & Equipment	12,500	2,500	
Motor Vehicles	17,332	6,200	
Stock (Containers)	4,800	2,284	
Total	34,632	10,984	29,928

6.3 Cash at Bank

The balance in the Company's accounts on the date of our appointment was £4,127 The Bank has indicated that they will attempt to set off the outstanding balance on the Company's credit card against this bank balance The Joint Administrators have informed the Bank that this should not be done and that the funds should be transferred to the Joint Administrators

LIABILITIES

There are a number of different classes of creditors in insolvency matters These include

Secured Creditors are creditors who hold fixed and or floating charge debenture security, secured creditors are paid in priority to other creditors, subject to preferential creditors and unsecured creditors under the prescribed part

Preferential creditors comprise employees' claims for holiday pay and some arrears of wages Preferential creditors are paid in priority to the prescribed part, floating chargeholders and unsecured creditors

Unsecured creditors rank behind secured and preferential creditors Unsecured creditors receive the surplus from net realisations after secured and preferential creditors and any payment which is made under the prescribed part

6.4 Secured Creditors

Christine, John and Darren May all hold separate fixed and floating charges dated 25 July 2011 over the assets of the Company. The Joint Administrators' solicitors, Isca Legal LLP, have confirmed the validity of the charges. Since the Joint Administrators' appointment the Charge holders have all signed a Deed of Release to the charges to allow the sale of the business.

The extent of the Company's indebtedness to the Tomkins and May Partnership, if any, is currently the subject of litigation.

On completion of the sale of the business and assets, the Partnership agreed to loan £2,000,000 of the consideration back to the Company secured by a Fixed and Floating charge Debenture. The Directors of the Company state that following the failure of Camden to novate the contracts to Altius post completion, under the claw back provisions of a Supplemental Agreement to the Contract, £1,500,000 of the loan is no longer repayable by Altius and that following the experts' determination that the partnership owed the Company £1,672,000 on Completion, the Partnership is a net debtor of the Company.

Whilst the Partnership has not yet submitted a claim in the Administration, it is understood that they intend to dispute the claw back of £1,500,000 and also the expert's determination of £1,672,000.

6.5 Preferential creditors

As all employees were transferred under the TUPE regulations there are no anticipated preferential claims in this matter.

6.6 Prescribed Part

There are provisions of the insolvency legislation that require an Administrator to set aside a percentage of a Company's assets for the benefit of the unsecured creditors in cases where the Company gave a "floating charge" over its assets to a lender on or after 15 September 2003. This is known as the "prescribed part of the net property." A Company's net property is that left after paying the preferential creditors and the costs of the Administration, but before paying the lender who holds a floating charge. An Administrator has to set aside:

- 50% of the first £10,000 of the net property, and
- 20% of the remaining net property up to a maximum of £600,000

The Prescribed Part will only apply if the Partnership is a creditor of the Company as detailed in point 6.4 above.

6.7 Unsecured Creditors

Based on the information from the Company's books and records, unsecured creditors are estimated to total £7,422,213 of which £1,330,213 relates to trade creditors and £4,772,509 to Cregg Investments LLP.

To date, the Joint Administrators have received claims from unsecured creditors totalling approximately £5,197,773.

Based on current information the Joint Administrators anticipate that there will be sufficient funds to make distribution to unsecured creditors, although at present they are unable to indicate the likely dividend.

No distribution can be made to any class of creditor until the amount due to or from the Partnership is either agreed or ruled on.

7 JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS

A summary of the Joint Administrators' receipts and payments relating to the Company for the period from when it entered Administration, 10 December 2012, to the date of these proposals, is enclosed at Appendix IV.

The Joint Administrators have incurred the following expenses during the period covered by the report but they have not yet been paid and or invoiced

Edward Symmons have not yet invoiced their fees in respect of valuation and sales fees. Edward Symmons are a firm of valuers and auctioneers experienced in providing valuations and advice on the sale of assets in insolvency situations. The firm is a member of the Royal Institution of Chartered Surveyors. Their fee was based on their time costs.

Isca Legal LLP, a firm of solicitors have invoiced £19,626 plus VAT in respect of advice regarding the validity of the charge holders security and for advising on the sale of the business. Isca Legal LLP are a firm of solicitors experienced in providing advice in insolvency situations. Their fee was based on their time costs.

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

Details of the significant receipts are shown in the Asset section of this report.

8. JOINT ADMINISTRATORS' REMUNERATION & EXPENSES

8.1 Joint Administrators' Time Costs

The basis of the Joint Administrators' remuneration and payment of category 2 expenses will be agreed by any creditors' committee appointed at the creditors' meeting to be held on 25 January 2013. If no creditors' committee is appointed, then the approval of the Joint Administrators' remuneration on a time cost basis, by reference to time properly given by them and their staff in attending to matters arising in the Administration, and payment of category 2 expenses will form part of these proposals. Category 1 expenses are payable without approval from creditors.

For the period to 31 December 2012, time costs amount to £54,287, representing over one hundred and eighty four hours work, at an average charge out rate of £295.

Appendix V contains further information about time spent on the Administration and has been categorised into the following headings:

- **Administration and Planning** includes case planning, administrative set-up, appointment notification, statutory reporting, compliance, cashiering, accounting and administrative functions.
- **Realisation of Assets** includes identifying, securing, insuring assets, retention of title issues, debt collection, property, business and asset sales.
- **Investigations** includes reporting on the conduct of directors, investigating antecedent transactions and any other investigations that may be deemed appropriate.
- **Trading** includes planning, strategy, trading accounting, managing operations on site, corresponding with suppliers and customers, and on-going employee matters.
- **Creditors** includes creditor set up, communication and meetings, reviewing and agreeing preferential and unsecured claims, corresponding with secured creditors, reviewing and obtaining advice in relation to security granted by the Company.

For the period of this report the time spent on this matter has predominantly been spent on overseeing the sale of the business and assets and on the initial set up and statutory tasks of

the Administration. Further time has been spent at the premises during the transition period, overseeing the Company while the sale agreement was finalised

Due to the complex nature of the negotiations for the sale of the business and assets considerable input of time was required from the Joint Administrators and case managers

Work such as preparing the necessary reports to the creditors and case management on this assignment has predominantly been carried out by a case administrator with the suitable level of experience and authority necessary to progress the Administration. Less complex areas of work such as administrative functions have been carried out by junior grades of staff

A summary of the Joint Administrators' expenses for the period of this report is given at Appendix VI

A Guide to Administrators' fees may be found at the following website <http://www.antonybatty.com/resource>. The Joint Administrators would also be pleased to send you a copy by e-mail or post on request. Details of current charge out rates and disbursements policy are given at Appendix VII

8.2 Pre-administration Costs

In accordance with Rule 2.33(2B) of the Insolvency Rules 1986 the Joint Administrators have charged and incurred pre-administration costs and make the following statements

The pre-appointment time costs incurred in the period 7 December 2012 to 10 December 2012, which relate solely to the appointment of the Joint Administrators and the purpose of the Administration, amount to £1,463 which also represents the total pre-appointment time costs

Please note that the Joint Administrators are only seeking to recover the costs which relate to the appointment and purpose of the Administration as an expense of the Administration

These costs relate to time spent dealing with the appointment formalities, case planning, administrative set up and filing the necessary documents at Court. By its nature this work had to be carried out prior to the appointment and allowed the Company's assets to be protected and to maximise realisations

A summary of the Joint Administrators' pre-appointment expenses to the date of this report is given at Appendix VI. These expenses are currently outstanding

The Joint Administrators state that the payment of un-paid pre-administration costs is an expense of the administration and is

- (i) subject to approval under Rule 2.67A, and
- (ii) not part of the proposals subject to approval under paragraph 53

To the best of the Joint Administrators' knowledge no other fees were charged by any other person qualified to act as an insolvency practitioner

9 PROPOSED FUTURE ACTIONS OF THE JOINT ADMINISTRATORS TO ACHIEVE THE OBJECTIVE OF THE ADMINISTRATION

In order to achieve the objective of the Administration of the Company the Joint Administrators have sold the majority of the Company's business and assets to a third party

The remaining assets of the Company including the trade book debts not included in the sale and the cash at bank will be collected

The dispute between the Company and the Partnership needs to be resolved either by way of a settlement or through Court proceedings

The Joint Administrators anticipate that they will hold sufficient funds to make a distribution to creditors in this matter under the prescribed part, although at present they are unable to indicate the likely dividend

10. FURTHER INFORMATION FOR CREDITORS'

10.1 Investigations

The Joint Administrators are required to submit a report to the Department for Business, Innovation and Skills concerning the conduct of those who have been directors of the Company at any time in the three years preceding the Administration. The Joint Administrators are also required to investigate the affairs of the Company in general in order to consider whether any civil proceedings should be taken on its behalf.

Whilst the conduct of this report and any other investigations are confidential, the Joint Administrators ask creditors' to provide them with any information they consider may be relevant. This is a standard part of the duties of the Joint Administrators and does not imply any criticism of the directors.

10.2 Connected Party Transaction

The Joint Administrators are not aware of any transaction between the Company and connected companies, the directors or associates in the year prior to the Administration. Should creditors have any information regarding such transactions, they are requested to forward full details in writing.

10.3 EC Regulation on Insolvency Proceedings

The Joint Administrators consider that the EC Regulation on Insolvency Proceedings apply to the Administration of the Company. They also consider that they are "main" proceedings since the Company's registered office and trading address are in the United Kingdom.

10.4 Third Party Assets

Should any creditor believe that they own assets that may have been in the Company's possession, they should contact the Joint Administrators' office as soon as possible.

11. JOINT ADMINISTRATORS' PROPOSALS

In order to achieve the objective set out in section 3, the Joint Administrators make the following proposals to creditors, which will be considered at the meeting to be held on 6 February 2013.

- (a) The Joint Administrators continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration. In particular that the Joint Administrators
 - (i) Seek to realise the remaining assets of the Company,
 - (ii) Investigate, take legal advice and, if appropriate, pursue any claims that the Company may have against any person, firm or company whether in contract or otherwise, including any officer or former officer of the Company or any person, firm or company which supplies or has supplied goods or services to the Company,
 - (iii) Investigate and, if appropriate pursue the Company's claims against the Tomkins & May Partnership and any other person, firm or Company in relation to the purchase of the business and assets on 15 July 2011. Such actions may include instructing solicitors and or barristers to advise on the claims, continuing or commencing legal actions where appropriate, arranging insurance to cover the costs of such legal

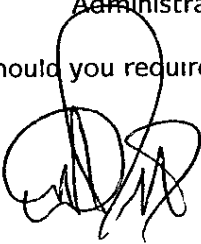
actions and or adverse costs awards and paying relevant costs and premiums from asset realisations, and

- (iv) do all such things and generally exercise all their powers as Administrators as they in their discretion consider desirable or expedient in order to achieve the objective of the Administration or protect and preserve the assets of the Company or maximise the realisations of those assets, or of any purpose incidental to these proposals. The timing of a move from administration to liquidation shall be determined by the Joint Administrators by reference to the progress achieved in the conduct of the Administration
- (b) As it appears likely that there will be sufficient assets to distribute to unsecured creditors, the Company should proceed into Creditor's Voluntary Liquidation and the Joint Administrators propose that they would be appointed Joint Liquidators' and that all acts of the Joint Liquidators' may be taken jointly or alone. Creditors' may nominate a different person as the proposed liquidator provided that any such nomination is received before the proposals are approved
- (c) A creditors' committee shall be formed if three or more creditors (up to a maximum of 5) require this and are willing to serve on it
- (d) If no creditors' committee is appointed, the Joint Administrators propose that they be remunerated on a time cost basis, by reference to time properly given by them and their staff in attending to matters arising in the Administration
- (e) If no creditors' committee is appointed, the Joint Administrators propose that their category 2 expenses be approved in accordance with the disbursements policy at Appendix VII, (rates may vary from time to time)

The Joint Administrators also propose by way of a separate resolution that

- 1 If no Creditors' Committee is formed, then the Joint Administrators propose that they be remunerated on the basis of their hourly costs at scale rates calculated on time properly spent prior to the actual appointment of Administrators and that the Joint Administrators shall draw this remuneration on account as and when funds permit

Should you require any further information please contact Stephen Hole.



W A Batty
Joint Administrator
Dated. 18 January 2012

APPENDIX I**ALTIVUS SUPPORT SERVICES LIMITED - IN ADMINISTRATION
STATUTORY INFORMATION**

Company Number	07418174
Date of Incorporation	25 October 2010
Trading Name	Altivus Support Services Limited
Previous Registered Names	Tompkins & May Partnership Limited
Registered Office	3 Field Court, Gray's Inn, London, WC1R 5EF
Formerly	Leret House, 4 Swan Court, Leatherhead, Surrey, KT22 8AH
Former Trading Address	Leret House, 4 Swan Court, Leatherhead, Surrey, KT22 8AH
Principle business activity	Building Repair and Maintenance

Directors

<u>Name</u>	<u>Appointed</u>	<u>Resigned</u>
Timothy John Hancock	15/07/2011	In Office
Lawrence Edward Smith	25/10/2010	In Office
Richard Ian Wood	23/05/2011	In Office
Philip John Hutchinson	01/11/2010	02/06/2011

Company Secretary

<u>Name</u>	<u>Appointed</u>	<u>Resigned</u>
Penelope Jane Smith	30/06/2011	In Office

Issued Share Capital 13,550 ordinary shares of £1 each

Shareholders

<u>Name</u>	<u>Ordinary Shares</u>	<u>Percentage</u>
Lawrence Edward Smith	9,200	68%
Penelope Jane Smith	1,000	7%
Richard Ian Wood	800	6%
Timothy John Hancock	2,550	19%

Chargeholders

<u>Name</u>	<u>Type of Charge</u>	<u>Date of Charge</u>
Christine May	Fixed & Floating	25/07/2011
John May	Fixed & Floating	25/07/2011
Darren May	Fixed & Floating	25/07/2011

APPENDIX II

ALTIVUS SUPPORT SERVICES LIMITED - IN ADMINISTRATION

DETAILS OF THE JOINT ADMINISTRATORS' APPOINTMENT

Name and address of Administrators	William Antony Batty & Stephen John Evans of 3 Field Court, Gray's Inn London, WC1R 5EF
Date of Appointment	10/12/2012
Court	High Court of Justice
Court reference	9421 of 2012
Person making appointment	Darren May, Qualifying Floating Charge Holder
Acts of Administrators	The Administrator acts as officer of the Court and agent for the Company without personal liability All of the functions of the Administrators' of the Company are to be exercised by any or all of the Administrators

Antony Batty & Co.
Altius Support Services Limited
B - Company Creditors

APPENDIX III

Key	Name	Address	£
CA00	Advanced Business Ltd	Tavisstock House, 5 Rockingham Road, Uxbridge, Middlesex, UB2 2UB	1,804 00
CA01	Aerial Concepts	Unit 12a Kingspark Business Centre, 152-178 Kingston Rd, Kingston, KT3 3ST	133 02
CA02	Ames Glass	572 Lordship Lane, Wood Green, London, N22 5BY	471 40
CA03	Artline Signs	88 Courtlands Drive, Ewell, Epsom, Surrey, KT19 0AL	3,174 40
CB00	B R Fencing	190 Cheam Common Road, Worcester Park, Surrey, KT4 8QW	767 10
CB01	Baily Garner	Queenscroft, 150 Eltham Hill, London, SE9 5EA	1,900 56
CB02	Bew Electrical Distributors Ltd	Unit 1 The Kimber Centre, Kimber Road, London, SW18 4PP	4,581 32
CB03	Bid D's Cleaning	61 Harewood Crescent, Honicknowle, Plymouth, Devon, PL5 3PU	60 71
CB04	Billy Pix Limited	The Gatehouse, 104 Lodge Lane, Grays, Essex, RM16 2UL	630 00
CB05	Bond & Foote Ltd	Old Hatterseat Farmhouse, Hatterseat, Balmedie, Aberdeenshire, AB23 8YH	108 00
CB06	Bowbuild	Quadrant House, 65b Croydon Road, Caterham, Surrey, CR3 6PB	17,724 00
CB07	Bradburys	46-48 Stoneleigh Broadway, Epsom, Surrey, KT17 2HS	2,637 04
CB08	Brandon Tool Hire Plc	72-75 Feeder Road, St Phillips, Bristol, BS2 0TQ	417 50
CB09	Brewers C Brewer & Sons Ltd	Sweeps Ditch, 44a Gresham Road, Staines, Middlesex, TW18 2AN	89 63
CB0A	British Telecommunications Plc	BT Telephone Payment Centre, Durham, DH98 1BT	0 01
CB0B	Banchmarx Kitchen & Joinery	Lodge Way House, Lodge Way, Harlestone Road, Northampton, NN5 7UG	0 00
CC00	Carlton Building Plastics	RBS Invoice Finance Ltd, Smith House PO Box 50, Elmwood Avenue, Feltham Middlesex, TW13 7QD	474 02
CC01	Carshalton Landscape Service	15 Salisbury Road, Carshalton, Surrey, SM5 3HA	588 00
CC02	Catlin Insurance	129 Greenford Road, Sudbury Hill, Harrow, Middlesex, HA1 3QN	29,415 00
CC03	Cedarcare Ltd	Highway House, Holly Bush Lane, Aldershot, Hampshire, GU11 2PX	11,340 50
CC04	Central Linemarkings Ltd	Southern Division, 141 Farmer Ward Road, Kenilworth, Warwickshire, CV8 2SU	810 00
CC05	City Electrical Factors Ltd	PO Box 5227, NORTHAMPTON, NN5 7ZE	21,907 90
CC06	City Plumbing Supplies	7 Anglesey Cottages, Ring Street, Stalbridge, DORSET, DT10 2NE	101 28
CC07	Clare Templeman	56 Hollow Lane, Hayling Island, Hants, PO11 9EY	3,245 52
CC08	Cobra Ltd	No 1 Olympic Way, Wembley, Middlesex, HA9 0NP	4,576 37
CC09	Combat Pest Control	Flexford Mill, South Sway Lane, Lymington, Hampshire, SO41 6DP	250 00
CC0A	Confero Ltd	128 Marmion Ave, Chingford, London, E4 8EH	1,608 00
CC0B	Cregg Investments LLP		4,772,509 48
CC0C	Crystal Clear Services		780 00

Signature

Antony Batty & Co.
Altus Support Services Limited
B - Company Creditors

Key	Name	Address	£
CC0D	CS Malbrook IT & Facilities services	Unit 7 Ancells Court, Rye Close, Fleet, Hampshire, GU51 2UY	3,549 22
CD00	D E Recovery	6 Rutter Gardens, Mitcham, Surrey, CR4 4DS	610 00
CD01	D&B Plumbing	13 St Lawrence Way, Caterham, CR3 5FD	2,142 59
CD02	Dairy Crest	Alexandra Rd, Epsom, Surrey, KT17 4BR	69 44
CD03	Day Clean	18 Station Road, Ramsey, Huntingdon, Cambs, PE26 1JB	3,419 48
CD04	Divine Roofing & Building Ltd	13-15 Lancing Road, Croydon, Surrey, CR0 3EN	67,630 11
CD05	Drain Clear	8 Gold Hill, Burnt Oak, Edgware, Middlesex, HA8 9BZ	1,585 63
CD06	Drains Ahead	2 Woodman Road, Coulsdon, Surrey, CR5 3HP	1,260 00
CD07	DVLA	DVLA Local Office, 12-18 Station Road, Sidcup, Kent, DA15 7DA	25 00
CE00	Earth Anchors Ltd	15 Cambell Road, CROYDON, CRO 2SQ	2,391 25
CE01	Economy Pest Control	10 Pier Street, West Hoe	198 00
CE02	Elite Scaffolding	Chertsey House, 56-58 Chertsey Street., Guildford, Surrey, GU1 4HL	1,546 80
CE03	Ena Shaw Limited	Eurolink, Lea Green, St Helens, Merseyside, WA9 4QF	574 56
CE04	Energy National	27 Castlemere Street, Rochdale, OL11 3SW	100 00
CE05	Enfield Council	Revenues & Benefits, PO Box 63, Civic Centre, Silver Street, Enfield, Middlesex, EN1 3XW	275 00
CE06	Enlan Limited	Leaze Barn, Hook Street, Lydiard Tregoze, Swindon, Wilts, SN5 3NY	10,859 58
CE07	Epic Clean Ltd	St Peter's Vicarage, Bicester, Oxfordshire, OX26 2NN	496 00
CE08	Epsom & Ewell Borough Council	Town Hall, The Parade, Epsom, Surrey, KT18 5BY	18,114 00
CE09	Europa	europa house, meatord way, london, se20 8ra	486 45
CE0A	Extreme Environmental Services LTD	8a Castle Street, Wallingford, OXON, OX10 8DL	1,000 00
CF00	Fareham Glass	Unit 1, Palmerston Business Park, Newgate Lane, Fareham, Hants, PO14 1DJ	207 40
CF01	FT Roofing	52 Coolgardie Avenue, Chigwell, Essex, IG7 5AY	2,491 87
CG00	Gerda Security Products Ltd	53 Chiswick Avenue, Midenhall, Suffolk, IP28 7AY	1,015 27
CG01	Gillett Flooring Contractors	54 Commonfield Road, Banstead, Surrey, SM7 2JZ	5,843 56
CG02	Glass Services Ltd	413 Greenford Road, Greenford, Middlesex, ub6 8rg	156 16
CG03	Graham Holmes Astraseal Ltd	Astraseal House, Paterson Road, Finedon Road Ind Est, Wellingborough, Northants, NN8 4EX	1,761 32
CG04	Greencorn Limited	2nd Floor, Book House, Vincent Lane, Dorking, RH4 3HW	2,127 12
CG05	Greystag Limited	Space House, Space Business Park, Abbey Road, Park Royal, London, NW10 7SU	138 00

Signature _____

Antony Batty & Co.
Altius Support Services Limited
B - Company Creditors

Key	Name	Address	£
CG06	Groupama Insurances	Insolvency Operations, 5th Floor, Regian House, James Street, Liverpool, L75 1AD	8,490 25
CH00	HM Revenue & Customs	Durrington Bridge House, Barrington Road, Worthing, West Sussex, BN12 4SE	183,000 00
CH01	H M Revenue & Customs	15 St Cuthberts Street, Bedford, MK40 3JB	370,000 00
CH02	HACE Consultancy LTD	The Glass Works, Burwood Close, Tolworth, Surrey, KT6 7HL	1,458 00
CH03	Hamilton Glass Products Ltd	Unit 4 Stratfield Park, Eletra Ave, Waterloooville, PO7 7XN	447 28
CH04	HOB Building Facilities Ltd	5 Abbeygate Court, Stockett Lane, Maidstone, Kent, ME15 0PP	7,594 68
CH05	Holtwood Development Limited	Caswell House, Gowerton Road, Brackmills, Northampton, NN4 7BW	5,395 00
CH06	Howdens	Warren Place, Newmarket, Suffolk, CB8 8QQ	4,254 72
CH07	HRA Cecil & Comp Ltd	93 Beddington Lane, Croydon, Surrey, CR0 4TD	3,608 35
CH08	HSBC Autolease - a/c 13003798	94 Chesterfield Road, Goring-By Sea, West Sussex, BN12 6BZ	6,383 00
CH09	HTC Croydon	Corner Cottage, Frampton Lane, Hubberts Bridge, Boston, PE20 3QU	114 41
CH0A	Humphrey & Co Electrical Ltd	Ground Floor, Tayson House, Methley Road, Castleford, West Yorkshire, WF10 1PA	47,906 00
CH0B	HVAC Heating	Edison House, 3 Norbury Road, Reigate, Surrey, RH2 9BY	3,001 20
CH0C	Hygiene Supplies	30 Sycamore Manor, 83 Woodcote Road, Wallington, Surrey, SM6 0PP	398 39
CI00	I Higginson & Sons Ltd	282 Worplesdon Road, Guildford, Surrey, GU2 9 XW	304,221 80
CI01	I Morris	PO Box 12, Altrincham, WA14 5PU	672 00
CI02	I J Graphics	11 Griffith Road, London, SW19 1SP	342 00
CI03	ICI Contract Direct	PO BOX 7357, GLASGOW, G51 9AB	2,139 03
CJ00	J R May	PO Box 62442, London, E14 1HA	1 00
CJ01	Jewson Limited	Brook House, 38 Westfield Road, Sutton, Surrey, SM1 2LB	27,494 85
CJ02	Jones Lang Lasalle	No19 Cadogan Gardens, South Woodford, London, E18 1LT	7,665 00
CJ03	JTS Security Systems Ltd	179-191 Borough High St, London, SE1 1HR	55 00
CJ04	JWB Consultants Limited	Thornsett Works, Thornsett RD, London, SW18 4EW	9,075 00
CK00	Kaplan	67-69 Broadway, Roath, Cardiff, S Glamorgan, CF24 1QE	2,526 00
CK01	KEESystems Ltd	40 Annetss Hall, Borough Green, Kent, TN15 8DZ	285 78
CK02	Kitchen Economy	Finance Department, Osborn House, Osborn Terrace, London, SE3 9DR	22 80
CK03	Knole Green Ltd	1 Purley Way, Plaitford, Romsey, Hants, SO51 6ER	1,301 60
CL00	L&Q	Windsor House, Hollins Brook Way, Bury, BL9 8RT	720 00
CL01	Lesley Anne Thomson		2,191 57
CL02	Lloyds TSB Autolease		216 77

Signature

Antony Batty & Co.
Altius Support Services Limited
B - Company Creditors

Key	Name	Address	£
CM00	M Q Metal Fabrication	Arnold House, Unit 11 Shaftesbury Ind Estate, 14 Bull Lane, Edmonton, London, N18 1SX	80 77
CM01	Magic Screens	3 Bowring Green, South Oxhey, WD19 6UP	675 00
CM02	Magnet Ltd	PO Box 72, Oakdene House, Bingley, West Yorkshire, BD16 1ZA	5,095 15
CM03	Mark Liddle Flooring Limited	44 Sutton Field, Whitehill, Bordon, Hampshire, GU35 9BP	8,879 62
CM04	Matters UK	8 Cornium Industrial Estate, Raans Road, Amersham, Buckinghamshire, HP6 6JQ	8,212 80
CM05	Mentor Locks	58 Stafford Road, Wallington, Surrey, SM6 9AY	97 50
CM06	Metal Window Renovations	27 Tentelow Lane, Norwood Green, Middlesex, UB2 4LQ	1,210 20
CM07	MG Drainage Ltd	Unit 10 Avebury Court, Mark Road, Hemel Hempstead, HP2 7TA	2,519 39
CM08	Millmead Holdings	Boldremead, Southampton Road, Boldre, Hampshire, SO41 8ND	3,986 30
CM09	Mobile Windscreen Services	17 Carnforth Close, West Ewell, Surrey, KT19 9HQ	215 00
CM0A	Mole Valley District Council	Pippbrook, Dorking, Surrey, RH4 1SJ	12,650 00
CN00	Neville Aerial Systems Ltd	The Stables, Summerdown Manor, Effingham Hill, Dorking, Surrey, RH5 6ST	2,899 80
CN01	Neville Lumb	318-326 Southbury Road, Enfield, Middlesex, EN1 1TT	2,649 03
CN02	Northgate Vehicle Solutions	Norflex House, 20 Allington Way, Darlington, Co Durham, DL1 4DY	12,872 49
CN03	Norwich Union Public & Employees Liability £371		17,228 24
CO00	Office Angels	The Triangle, 5 Hammersmith Grove, London, W6 0QQ	2,760 00
CO01	On all Floors	43 Payne Close, Pound Hill, Crawley, West Sussex, RH10 3UN	5,762 05
CO02	On Time Fabrications	Unit 1, Teville Industrials, Dominion Way, Worthing, West Sussex, BN14 8NW	2,592 74
CO03	One Serve	Unit 4, Silverdown Office Park, Exeter, Devon, EX5 2UX	6,088 80
CP00	Paris Smith	Number 1, London Road, Southampton, Hampshire, SO15 2AE	1,102 60
CP01	Paynes Hicks Beach	10 New Square, Lincolns Inn, London, Wc2A 3QG	62,000 00
CP02	Pentagon Design	No 3 Waterton Park, Bridgend, CF31 3BF	360 00
CP03	Pestdead	Pest Control Services, 178 Benhill Road, Sutton, Surrey, SM1 3SA	1,355 00
CP04	PHS Group Plc	Western Industrial Estate, Caerphilly, CF83 1XH	1,062 86
CP05	Platinum Care	6 Russell Buildings, 86 West Street, Portchester, Hampshire, PO16	16,524 66
CP06	Plumbing Trade Supplies	The BSS Group PLC, PO BOX 5884, Leicester, LE1 3ZN	59,465 59
CP07	Powerpoint Electrical	595-597 London Road, North Cheam, Surrey, SM3 9AG	4 75
CP08	Premier Guarantee	Haymarket Court, Hinson Stret, Birkenhead Wirral, CH41 5BX	11,829 62
CP09	Prime Interiors	Unit 2 Waterside Business Park, Waterside, Chesham, HP5 1BP	162,234 60
CP0A	Punch Taverns	Jubilee Hous, 2nd avenue, Burton - on trent, Staffs, DE14 2WF	0 00

Signature

**Antony Batty & Co.
Altius Support Services Limited
B - Company Creditors**

Key	Name	Address	£
CQ00	QP Glass and Glazing Limited	99 Salisbury Road, London, NW6 6NH	3,637 62
CQ01	Quality Gas Services	58 Sheldon Road, Ickford, Aylesbury, Bucks, HP18 9HY	69 00
CR00	R Sergison	58 Linden Way, Ripley, Surrey, GU23 6LW	498 10
CR01	RCF Windows	Unit 6 Warren House, Gatehouse Road, Aylesbury, Bucks, HP19 8DB	299 94
CR02	Relative Groundworks Ltd	29 Hazel Walk, Bromley, Kent, BR2 8DE	18,872 24
CR03	Resourcing Group Ltd	83-85 Mansell Street, London, E1 8AN	8,805 86
CR04	Rexel Senate Limited	PO Box 28, Abbey House, Pottery Bar, Herts, EN6 5DU	369 02
CR05	RH Insulation Services Ltd	Unit D7 Segensworth Business Centre, Segensworth Road, Fareham, Hants, PO15 5RQ	24,452 00
CR06	RSJ Security	Sterry House, 1 Sterry Drive, West Ewell, Surrey, KT19 0TG	144 00
CR07	Regal Scaffolding T/A Elite	Fort Bridgewood, Maidstone Road, Rochester, Kent, ME1 3DQ	0 00
CS00	20six	130 Lustrells Vale, Saltdean, Brighton, BN2 8FB	3,596 40
CS01	S Wootten	16 Crabtree Close, Kings Hill, West Malling, ME19 4FR	285 00
CS02	S&E Skips	32 Willow Lane, Mitcham, Surrey, CR4 4NA	4,104 00
CS03	SAF Cleaning Services	64 Woodstone Avenue, Stonleigh, Epsom, KT17 2JP	7,220 60
CS04	Safe Building Environments Ltd	33 Portobello Grove, Portchester Fareham, Hampshire, PO16 8HX	2,985 00
CS05	Safety Management	Corporate Hse, Kings Road Business Park, Haslemere, Surrey, GU27 2QH	377 16
CS06	Sage Ltd	PO BOX 4598, WORTHING, BN11 9BU	5,203 77
CS07	Scott Noonan	136 Cherrywood Lane, Morden, Surrey, SM4 4HQ	1,979 50
CS08	Seico	2 Queens Drive, Kings Norton, Birmingham, B30 3HH	8,586 39
CS09	Southern Tyres Co T/A Setyres	Unit 7, Hackhurst Lane, Hackhurst Ind Est, Lower Dicker, East Sussex BN27 4BW	1,054 99
CS0A	Seton	14 Wildmere Road, Wildmere Industrial Estate, Bunbury, Oxon, OX16 3JU	56 33
CS0B	Shanks Waste Management Ltd	Unit 22 Nursing Ind Estate, Oriana Way, Southampton, S016 OYU	946 94
CS0C	Simply Waste Solutions	Station Yard, Station Road, Slough, SL3 6ED	6,322 24
CS0D	Sita UK	Units 301-303, Parkway Worle, Weston-super-Mare, North Somerset, BS22 6WA	6,099 88
CS0E	SKS Security Systems Limited	Swale House, Crowborough Road, Nutley, East Sussex, TN22 3HU	785 03
CS0F	Solarglaze	296 Trelawny Avenue, Langley, Slough, Berks, SL3 7UB	630 51
CS0G	South Bucks Tree Surgeons Limited	Grove Hill Farm, Manor Road, Towersey, Thame, Oxon, OX9 3QT	4,608 00
CS0H	Space Servised Offices LLP	Space House, Space Business Park, Abbey Road, London, NW10 7SU	621 50
CS0I	Streamline		685 07
CS0J	Subcontractor Expenses account		3,627 58

Signature _____

Antony Batty & Co.
Altius Support Services Limited
B - Company Creditors

Key	Name	Address	£
CS0K	Sue Newman	21 Stoneleigh Avenue, Worcester Park, KT4 8XX	1,127 57
CS0L	Surrey Glazing Solutions	41 Bristow Road, Croydon, Surrey, CR0 4QQ	1 48
CS0M	Penny Smith	Flexford Mill, South Sway Lane, Lymington, Hants, SO41 6DP	8,000 00
CT00	T Mobile	Everything Everywhere Limited, 6 Camberwell Way, Doxford, Sunderland, SR3 3XN	24 00
CT01	The Car Clinic	1 Arnhem Road, Newbury, Berkshire, RG14 5RU	2 46
CT02	The Fuel Card Company	St James Business Park, Grimbald Crag Court, Knaresborough, HG5 80B	513 06
CT03	The Symphony Group Plc	Pen Hill Estate, Park Spring Road, BARNSELEY, South Yorkshire, S72 7EZ	2,178 13
CT04	Titan ArcticStore	Europa Trading Centre, London Road, Grays, Essex, RM20 4DB	5,622 00
CT05	Trade UK	Selectapost 28, Sheffield, S97 3GE	3,295 17
CT06	TW Drainage	13-15 Lancing Road, Croydon, Surrey, CR0 3EN	264 00
CT07	Tomkin & May Partnership	11 Griffiths Road, Wimbledon, London, SW19 1SP	1 00
CV00	Volkswagon Finance		51 75
CW00	Ward Glass Contractors Ltd	245 Amburst Road, Stoke Newington, London, N16 7UN	816 00
CW01	Water Hygiene Solutions Ltd	16 Church Lane, Mirfield, West Yorkshire, WF14 9HU	1,890 00
CW02	Wilts	Units 7 & 8, Crayfields Industrial Park, Main Road, Ovington, Kent, BR5 3HP	373 49
CW03	Richard Wood	Boldre Mead, Southampton Road, Boldre, Hants, SO41 8ND	0 00
RH00	Timothy John Hancock	Oceanic House, Cracknore Industrial Park, Cracknore Hard, Marchwood, Southampton, SO40 4ZD	10,000 00
RH01	Philip John Hutchinson	Oceanic House, Cracknore Industrial Park, Cracknore Hard, Marchwood, Southampton, SO40 4ZD	0 00
RS00	Lawrence Edward Smith	Flexford Mill, South Sway Lane, Lymington, Hampshire, SO41 8DP	70,000 00
RW00	Richard Ian Wood	Boldre Mead, Southampton Road, Boldre, Hants, SO41 8ND	70,000 00
167 Entries Totalling			6,716,658.39

Signature _____

Altius Support Services Limited
(In Administration)
Joint Administrators' Abstract of Receipts & Payments
To 18/01/2013

APPENDIX IV

S of A £		£	£
	HIRE PURCHASE		
NIL	Motor Vehicles	NIL	
Uncertain	HP/Finance Companies	NIL	
			NIL
	ASSET REALISATIONS		
Uncertain	Furniture & Equipment	NIL	
NIL	Stock/WIP	NIL	
Uncertain	Book Debts/Prepayments	75,000 00	
Uncertain	R & M Debtors/Retentions	NIL	
NIL	Camden WIP/Debtors	NIL	
Uncertain	New Build Debtors/Retentions	NIL	
Uncertain	Partnership Debtor	NIL	
4,090 00	Cash at Bank	NIL	
			75,000 00
	UNSECURED CREDITORS		
(1,233,148 91)	Trade & Expense Creditors	NIL	
(150,000 00)	Directors	NIL	
(370,000 00)	HM Revenue & Customs - PAYE	NIL	
(183,000 00)	HM Revenue & Customs - VAT	NIL	
(500,000 00)	Vendor Loan	NIL	
(294,000 00)	Partnership IT Loan	NIL	
(4,772,509 48)	Shareholder/Director Loans	NIL	
			NIL
	DISTRIBUTIONS		
(13,550 00)	Ordinary Shareholders	NIL	
			NIL
(7,512,118.39)			75,000.00

REPRESENTED BY
Bank 1 Current

75,000 00

75,000 00



William Antony Batty
Joint Administrator

SIP 9 - Time & Cost Summary

Period 10/12/12 31/12/12

APPENDIX V

Time Summary

Hours						Time Cost (£)	Average hourly rate (£)
Classification of work function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours		
Administration & planning	6 90	21 90	31 50	5 90	66 20	17,019 60	257 09
Investigations	0 00	7 80	0 00	0 00	7 80	2,331 00	298 85
Realisations of assets	47 40	22 00	8 00	3 00	80 40	28,114 60	349 68
Trading	1 70	3 70	11 00	6 00	22 40	5 028 30	224 48
Creditors	2 70	0 50	0 00	4 10	7 30	1,793 30	245 66
Case specific matters	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Pre Jan 2003 Time	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Total Hours	58 70	55 90	50 50	19 00	184 10	54 286 80	294 88
Total Fees Claimed						0 00	

APPENDIX VI

ALTIUS SUPPORT SERVICES LIMITED - IN ADMINISTRATION

SUMMARY OF JOINT ADMINISTRATORS' EXPENSES

	Category 1	Category 2
Photocopying		£157
Faxes		£3
Postage		£92
Advertising	£63	
Travel	£69	
	<u>£132</u>	<u>£252</u>

SUMMARY OF PRE-ADMINISTRATION EXPENSES

	Category 1	Category 2
Companies House search	<u>£20</u>	
	<u>£20</u>	

Antony Batty & Company LLP**Time Costs – Charge out rates per hour and disbursements policy.****1 April 2012 – 31 March 2013****2012\13**

Office Holder (e.g. Administrator)	£399
Senior Manager	£325
Case Manager	£295
Senior Administrator	£225
Administrator	£135
Junior Administrator	£80

Please note that these rates may be increased from time to time. Creditors will be notified of changes in the annual report.

Time is recorded in units of six minutes. The minimum unit of time is therefore 6 minutes.

Members of staff with the appropriate level of experience and authority have been and will be used for the various aspects of work necessary in this assignment.

Disbursement Policy

Please note that the liquidator's disbursements are charged out at the following rates -

Category 1 - represent recovery of necessarily incurred disbursements at the cost incurred

Sundry disbursements, such as advertising, where incurred appropriately, are recharged at 100% of the cost incurred.

Insurance and bonding is recharged at 100% of the relevant charge to the office holder.

Travel costs. Excluding mileage all travel costs are recharged at 100% of the cost incurred.

VAT is charged as appropriate.

Category 2

Photocopying	15p per sheet
Postage	Royal Mail postage rates (Non-franked mail)
Faxes UK	£1 per sheet
International	£2 per sheet
Internal meeting room hire -	£100 per hour, (minimum 1 hour)
Storage	£35 per box per annum
File set up, stationery & record retention	£50 per folder
Companies House search	£20 per case
Travel where the staff of Antony Batty & Company LLP use their own vehicles in the course of their duties in this matter, the mileage is recharged at 45p per mile	

VAT is charged as appropriate.