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

# LIQ03

# Notice of progress report in voluntary winding up



For further information, please refer to our guidance at www.gov.uk/companieshouse

1	Company details			
Company number Company name in full	1 0 9 7 3 7 0 4  Dawat Southall One Ltd	Filling in this form Please complete in typescript or i bold black capitals.		
2	Liquidator's name			
Full forename(s)	Nicholas Andrew			
Surname	Stratten			
3	Liquidator's address			
Building name/number	Third Floor			
Street	112 Clerkenwell Road			
Post town	London			
County/Region				
Postcode	ECIM 5SA			
Country				
4	Liquidator's name •			
Full forename(s)	Hasib	Other liquidator Use this section to tell us about		
Surname	Howlader	another liquidator.		
5	Liquidator's address 🛭			
Building name/number	Third Floor	Other liquidator		
Street	112 Clerkenwell Road	Use this section to tell us about another liquidator.		
Post town	London			
County/Region				
Postcode	ECIM 5SA			
Country				

LIQ03
Notice of progress report in voluntary winding up

6	Period of progress report		
From date	$ \begin{bmatrix} \frac{1}{2} & \frac{1}{9} & \frac{1}{0} & \frac{1}{6} \\ 0 & \frac{1}{6} & \frac{1}{2} & \frac{1}{9} & \frac{1}{9} \end{bmatrix} $		
To date	$\begin{bmatrix} \frac{1}{2} & \frac{1}{8} & \frac{1}{0} & \frac{1}{6} & \frac{1}{2} & \frac{1}{0} & \frac{1}{2} & \frac{1}{1} \end{bmatrix}$		
7	Progress report		
	☑ The progress report is attached		
8	Sign and date		
Liquidator's signature	Signature X		
Signature date	d		

### LIQ03

Notice of progress report in voluntary winding up

# Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name	Zuzana Jedlicakova
Company name	Hudson Weir Limited
Address	Third Floor
	112 Clerkenwell Road
Post town	London
County/Region	
Postcode	ECIM 5 SA
Country	
DX	
Telephone	0207 099 6086

### Checklist

We may return forms completed incorrectly or with information missing.

# Please make sure you have remembered the following:

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

### Important information

All information on this form will appear on the public record.

# ■ Where to send

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ. DX 33050 Cardiff.

# *†* Further information

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

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

# Dawat Southall One Ltd t/a Dawat (In Liquidation) Liquidators' Summary of Receipts & Payments

From 29/06/2020 To 28/06/2021	From 29/06/2020 To 28/06/2021		Statement of Affairs
£	£		£
		ASSET REALISATIONS	
NIL	NIL	Book Debts	NIL
NIL	NIL	Cash at bank and in hand	NIL
NIL	NIL	Fixtures and Fittings	NIL
NIL	NIL	Stock	NIL
NIL	NIL		
		UNSECURED CREDITORS	
NIL	NIL	Crown Creditors	32,000.00)
NIL	NIL	Trade Creditors	93,475.31)
NIL	NIL		
		DISTRIBUTIONS	
NIL	NIL	Ordinary Shareholders	(1.00)
NIL	NIL		
NIL	NIL		25,476.31)
		REPRESENTED BY	•
NIL			

# DAWAT SOUTHALL ONE LTD T/A DAWAT – IN CREDITORS' VOLUNTARY LIQUIDATION ("THE COMPANY")

JOINT LIQUIDATORS' ANNUAL PROGRESS REPORT TO CREDITORS AND MEMBERS

FOR THE PERIOD 29 JUNE 2020 TO 28 JUNE 2021 ("THE REVIEW PERIOD")

#### **Contents**

- Executive Summary
- Statutory Information
- Joint Liquidators' Actions Since Appointment
- Receipts & Payments Account
- Assets
- Liabilities
- Dividend Prospects
- Investigations into the affairs of the Company
- Pre-appointment Remuneration
- Joint Liquidators' Remuneration
- Joint Liquidators' Expenses
- Further Information
- Fees and Expenses
- GDPR
- Ethics
- Conclusion

#### **Appendices**

- Appendix I Joint Liquidators' summary of Receipts and Payments
- Appendix II Detailed list of work undertaken in the Review Period
- Appendix III Hudson Weir Limited's charge out rates and expenses recovery policy
- Appendix IV Time cost information for the Review Period

#### **EXECUTIVE SUMMARY**

A summary of key information in this report is detailed below:

#### **Assets**

Asset	Estimated to	Realisations	Anticipated	Total
	realise per	to date	future	anticipated
	Statement of	(£)	realisations	realisations
	Affairs (£)		(£)	(£)
Fixtures & Fittings	Nil	Nil	Nil	Nil
Stock	Nil	Nil	Nil	Nil
Cash at Bank and in Hand	Nil	Nil	Nil	Nil
Book Debts	Nil	Nil	Nil	Nil
TOTAL	Nil	Nil	Nil	Nil

#### **Expenses**

Expense	Amount per fees and expenses estimates (£)	Expense incurred to date (£)	Anticipated further expense to closure (£)	Total anticipated expense (£)
Liquidators' Remuneration	N/A	11,965	Uncertain	Uncertain
Insolvency Bond	N/A	170	Uncertain	Uncertain
Postage	N/A	21	Uncertain	Uncertain
TOTAL	N/A	12,156	Uncertain	Uncertain

#### **Dividend prospects**

Creditor class	Dividend paid to date (£)	Anticipated dividend, based upon the above (£)
Secured creditor	N/A	N/A
Preferential creditors	N/A	N/A
Unsecured creditors	Nil	Nil

#### Summary of key issues outstanding

- Continue investigations into the affairs of the Company in order to establish whether any matters identified may lead to recoveries for the benefit of creditors;
- Ensure that all VAT returns and Corporation Tax returns have been submitted as and where necessary; and
- Seek clearance from HM Revenue & Customs ("HMRC") to bring the Liquidation to a close.

#### Closure

Once all of the above matters have been concluded to the Joint Liquidators satisfaction, we will be in a position to bring the administration of the Liquidation to a close. However, owing to the nature of the ongoing investigations, it is currently not possible to estimate the timing of the closure of this case.

#### STATUTORY INFORMATION

Company name: Dawat Southall One Ltd t/a Dawat

Registered office: Third Floor

112 Clerkenwell Road

London EC1M 5SA

Former registered office: 177-179 The Broadway

Southall Middlesex UB1 1LX

Registered number: 10973704

Joint Liquidators' names: Nicholas Andrew Stratten and Hasib Howlader

Joint Liquidators' address: Third Floor, 112 Clerkenwell Road, London, EC1M 5SA

Joint Liquidators' date of appointment: 29 June 2020

Actions of Joint Liquidators' Any act required or authorised under any enactment to

be done by a Liquidator may be done by either or both

of the Liquidators acting jointly or alone.

#### JOINT LIQUIDATORS' ACTIONS SINCE COMMENCEMENT OF THE LIQUIDATION

Immediately upon appointment, the Joint Liquidators spent time notifying all relevant parties of their appointment and the commencement of the Liquidation, including but not limited to, the Registrar of Companies, publishing notices in the London Gazette and corresponding with HMRC and the Company's former bankers, Lloyds Bank Plc.

Subsequent to this, and as detailed in sections below, the Joint Liquidators undertook initial investigations into the affairs of the Company and the conduct of the Director, for the purpose of establishing if there were any matters that warranted further and more detailed investigation. This work also assisted the Joint Liquidators in preparing their statutory report to The Insolvency Service on the same matter.

In particular, time has been spent on reviewing certain transactions from the period prior to the Liquidation; communications with the Director and Company solicitors in order to progress the ongoing investigation work, as detailed below in this Progress Report.

There is certain work that the Joint Liquidators are required by the insolvency legislation to undertake in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken since the commencement of the Liquidation is contained in Appendix II.

#### **RECEIPTS AND PAYMENTS**

The Joint Liquidators' Receipts & Payments Account for the Review Period is attached at Appendix I. All amounts are shown net of VAT. I have reconciled the account against the financial records that I am required to maintain.

No bank account is held in respect of the Liquidation, owing to the fact that there have been no realisations made at this time.

#### **ASSETS**

#### **Fixtures & Fittings**

The Fixtures & Fittings of the Company were listed in the Statement of Affairs ("SoA") with a book value of £14,744, based upon the Company's accounts for the year ending 30 September 2018.

The Director advised that these Fixtures and Fittings comprised items which were contained within the former trading premises. It will be recalled that the former trading premises were taken control of by the leaseholder in the period prior to Liquidation, and that the Director advised that these assets had no value, and as a consequence, were abandoned in situ.

The was reviewed following the Liquidators' appointment, and as a consequence, no realisations are anticipated from this class of asset.

#### Stock

The stock was listed in the SoA with a book value of £26,496, based upon the Company's accounts for the year ending 30 September 2018.

No realisations have or are anticipated to be made in respect of this class of asset.

#### **Book Debts**

The SoA recorded book debts owing to the Company at £72,728, based upon the Company's accounts for the year ending 30 September 2018.

The book debts are solely comprised of a Director's Loan Account ("DLA").

No recovery has been made in respect of this asset within the Review Period, and the Liquidator's enquiries remain ongoing at this time.

#### Cash at Bank

The SoA recorded Cash at Bank of £15,127, based upon the Company's accounts for the year ending 30 September 2018.

The Director advised that the Company account with Lloyds Bank had been shut in the period prior to the appointment of Joint Liquidators.

No realisations have or are anticipated to be made in respect of this class of asset.

#### **LIABILITIES**

#### **Secured Creditors**

An examination of the Company's mortgage register held by the Registrar of Companies, showed that the Company has no current charges over its assets.

The legislation requires that if the Company has created a floating charge after 15 September 2003, a prescribed part of the Company's net property (i.e. the money that would otherwise be available to the charge holder) should be ring-fenced for distribution to unsecured creditors.

In this case there were no creditors secured by a floating charge such that the prescribed part provisions do not apply.

#### **Preferential Creditors**

There were no preferential creditors listed in the SoA and no such claims have been received.

#### **Crown Creditors**

The SoA included £32,000 owed to HMRC, in respect of PAYE and VAT liabilities in the sum of £29,000 and £3,000 respectively.

No claim has been received from HMRC to date.

#### Non-preferential unsecured Creditors

The SoA included 17 non-preferential unsecured creditors (excluding HMRC) with an estimated total liability of £93,475.

To date, I have received a claim from one creditor in the sum of £35,073 and an additional claim in the sum of £1,352 has been received which was not listed in the SoA.

I am yet to receive claims from the other 16 creditors detailed in the SoA with original estimated claims of £69,475.

#### **DIVIDEND PROSPECTS**

Based on current information, it is unlikely that any distribution will be made to unsecured creditors.

Where a floating charge is created after 15 September 2003 a prescribed part of the Company's net property shall be made available to unsecured creditors. However, as the Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no prescribed part in this Liquidation.

#### INVESTIGATION INTO THE AFFAIRS OF THE COMPANY

The Joint Liquidators undertook an initial investigation into the Company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of the public interest, potential recoveries, the funds likely to be available to fund an investigation, and the costs involved. The Joint Liquidators are required by the Statements of

Insolvency Practice to undertake such an initial investigation and the work detailed below has been undertaken in connection with that initial investigation.

The Joint Liquidators recovered, listed and reviewed the Company's accounting records; obtained and reviewed copy bank statements for the period prior to the Company ceasing to trade and compared the information in the Company's last set of accounts with that contained in the SoA lodged in the Liquidation and made enquiries about the reasons for the changes.

The Joint Liquidators identified matters which required further investigation which are currently ongoing and, in order to avoid any potential prejudice to these investigations, further details and the outcome of any actions and information sought cannot be disclosed within this Progress Report, should any disclosure prejudice any action yet to be taken. Further detail and the outcome of any action will be reported once matters in this respect have concluded.

Within three months of my appointment as Liquidator, the Joint Liquidators are required to submit a confidential report to the Secretary of State to include any matters which have come to their attention during the course of my work which may indicate that the conduct of any past or present Director would make them unfit to be concerned with the management of the Company. I would confirm that my report has been submitted.

#### PRE-APPOINTMENT REMUNERATION

The Board previously authorised the payment of a fee of £4,000 plus VAT for my assistance with preparing the SoA and arranging the deemed consent procedure for creditors to appoint a Liquidator at the Board Meeting held on 15 June 2020.

The fee for this assistance was paid by the Director.

#### JOINT LIQUIDATORS' REMUNERATION

Since it appears that the Company does not have any assets at this time, I do not intend to seek approval for my remuneration at present. If any assets do come to light, then it is likely that I will seek fee approval on a time cost basis.

The time costs for the period 29 June 2020 to 28 June 2021 total £11,965, representing 47 hours at an average hourly rate of £254.

I have not drawn any fees in respect of my remuneration. A schedule of the Joint Liquidators' time costs incurred within the Review Period is attached at Appendix IV.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <a href="http://www.creditorinsolvencyguide.co.uk/">http://www.creditorinsolvencyguide.co.uk/</a>. Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice 9, and they can be accessed at <a href="https://www.r3.org.uk/technical-library/englandwales/technical-guidance/fees/more/29114/page/1/guide-to-liquidators-fees">https://www.r3.org.uk/technical-library/englandwales/technical-guidance/fees/more/29114/page/1/guide-to-liquidators-fees</a>. There are different versions of these Guidance Notes, and in this case please refer to the most recent version. Please note that we have also provided further information about an office holder's remuneration and expenses in our practice fee recovery sheet, which <a href="https://www.hudsonweir.co.uk/resources">https://www.hudsonweir.co.uk/resources</a>

#### **JOINT LIQUIDATORS' EXPENSES**

Expenses are any payments from the estate which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements. Disbursements are payments which are first met by the office holder and then reimbursed to the office holder from the estate. Expenses are split into:

• Category 1 expenses, which are payments to persons providing the service to which the expense relates who are not an associate of the office holder; and

Category 2 expenses, which are payments to associates or which have an element of shared costs. Before being paid Category 2 expenses require approval in the same manner as an office holder's remuneration.

I have incurred total expenses of £190.47 within the Review Period. None of these expenses have been recovered.

Type of expense	Amount incurred in the reporting period
Postage	21.00
Insolvency Bond	170.00
Total	191.00

An estimate of expenses was not provided at the outset of the Liquidation, therefore no comparison between expenses incurred within the Review Period and those estimated has been provided.

#### **FURTHER INFORMATION**

An unsecured creditor may, with the permission of the Court, or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question), request further details of the Joint Liquidators' remuneration and expenses within 21 days of their receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the Court, or with the concurrence of 10% in value of the unsecured creditors (including the creditor in question), apply to Court to challenge the amount of remuneration charged by the Joint Liquidators as being excessive, and/or the basis of the Joint Liquidators' remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

To comply with the Provision of Services Regulations, some general information about Hudson Weir Limited can be found at <a href="https://www.hudsonweir.co.uk/provision-of-services-regulations/">https://www.hudsonweir.co.uk/provision-of-services-regulations/</a>.

#### **Complaints**

Every endeavour will be made to try to resolve any issues that may arise. However, if any matter is not dealt with to your satisfaction please refer to our Complaint Policy at: https://www.hudsonweir.co.uk/provision-of-services-regulations/.

Should you have any queries please do not hesitate to contact Nicholas Andrew Stratten on 020 7681 6086.

#### **GDPR**

The Hudson Weir Limited GDPR privacy policy can be viewed at www.hudsonweir.co.uk/privacy-policy.

#### **Ethics**

Please also be advised that Liquidator is bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

#### **General ethical considerations**

Prior to the Liquidator's appointment, a review of ethical issues was undertaken and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment over the Review Period.

#### **CONCLUSION**

The Liquidation will remain open until the Liquidator has concluded his investigation into the affairs of the Company in order to establish if any recoveries may be made for the benefit of creditors. Given the wide scope this work entails, the Liquidator is unable to give an estimate of when this will be completed.

If creditors have any queries regarding the conduct of the Liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Zuzana Jedlicakova on 0207 099 6086, or by email at <a href="mailto:zuzana@hudsonweir.co.uk">zuzana@hudsonweir.co.uk</a>.

Nicholas Andrew Stratten JOINT LIQUIDATOR

### Appendix I

# Dawat Southall One Ltd t/a Dawat (In Liquidation) Liquidators' Summary of Receipts and Payments To 28 June 2021

RECEIPTS	Statement of Affairs (€)	Total (£)
Fixtures and Fittings Stock Cash at bank and in hand Book Debts	NIL NIL NIL NIL	0.00 0.00 0.00 0.00
		0.00
PAYMENTS		
Trade Creditors Crown Creditors Ordinary Shareholders	(93.475.31) (32,000.00) (1.00)	0.00 0.00 0.00
		0.00
Net Receipts/(Payments)		0.00
MADE UP AS FOLLOWS		
		0.00

#### Appendix II

#### 1. <u>Administration</u>

This represents the work involved in the routine administrative functions of the case by the office holder and their staff, together with the control and supervision of the work done on the case by the office holder (and their managers). It does not give direct financial benefit to the creditors, but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

- Case planning devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.
- Setting up electronic case files.
- Setting up the case on the practice's electronic case management system and entering data.
- Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment.
- Obtaining a specific penalty bond.
- Convening a decision procedure to seek a decision from creditors to approve the officeholders' remuneration.
- Supervising the work of advisors instructed on the case to assist in dealing with pension schemes; obtaining reports and updates from them on the work done; and checking the adequacy of the work done.
- Dealing with all routine correspondence and emails relating to the case.
- Creating, maintaining and managing the office holder's cashbook.
- Reviewing the adequacy of the specific penalty bond on a quarterly basis.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case administrators.
- Preparing, reviewing and issuing annual progress reports to creditors and members.
- Preparing and filing VAT returns.
- Preparing and filing Corporation Tax returns.

#### 2. Creditors

Claims of creditors - the office holder needs to maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of the management of the case, and to ensure that notices and reports can be issued to the creditors. The office holder also needs to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The office holder is required to undertake this work as part of his statutory functions.

- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.

#### 3. <u>Investigations</u>

- Collection and making an inventory of Company books and records.
- Correspondence requesting information on the Company's dealings and making further enquiries of third parties.
- Reconstruction of financial affairs of the Company.
- Reviewing Company's books and records.
- Correspondence with the Director and Company solicitors.

#### Appendix III

# CHARGE OUT RATES & POLICY REGARDING THE RECOVERY OF EXPENSES PURSUANT TO STATEMENT OF INSOLVENCY PRACTICE 9

The following information applies to all appointments of Insolvency Practitioners acting as:-

Liquidator, Receiver, Administrator or Administrative Receiver of a Limited Company

Trustee in Bankruptcy

Supervisor of an Individual, Company or Partnership Voluntary Arrangement

Administrator under the Insolvent Estates Order

#### Monitor

When acting as Nominee, the provisions of the Insolvency Act require that the amount of the fees payable to the Office-holder be specified within the Debtor's proposals. Such fees will nevertheless be fixed to take account of the Office-holder's expected time costs arising as referred to below.

#### 1. POLICY ON FEES

Fees are either fixed by reference to time costs, or as a percentage of realisations and distributions, or a set amount or any combination of all three. Where fees are agreed on a time cost basis, rates may be varied from time to time, at the sole discretion of the practice, and such changes will be notified in retrospect with each report to Creditors. It is our policy to use as junior grade of staff as compatible with the efficient conduct of the matter in order to ensure costs are kept to a minimum.

#### 1.1. CHARGE-OUT RATES

Where the approved basis of remuneration is on a time costs basis, work undertaken on cases is recorded in 6 minute units in an electronic time recording system. Time properly incurred on cases is charged at the hourly rate of the grade of staff undertaking the work that applies at the time the work is done. Details of charge-out rates effective from 1 April 2021 are as follows:

	Rate from 1 May 2020 Per hour (£)	Rate from 1 April 2021 Per Hour (£)
Directors/Insolvency Practitioners	560	600
Senior Managers and Managers	360-415	370-425
Administrators	140-275	145-285
Secretaries & Support Staff	110	120

Rates vary between individuals, reflecting experience and qualification. Please note that support staff time is charged to the case at the rate indicated. Rates are subject to review annually. Any change in rates will be advised to creditors.

For further information on the manner in which an Office Holder's fees may be fixed, please refer to the guidance notes in relation to fees which can be downloaded from https://www.hudsonweir.co.uk/resources/.

#### 1.2. FIXED AND % FEES

Where fees are authorised and approved as a fixed fee and/or % fee this fee is to cover the costs incurred by the Insolvency Practitioner and his staff and does not include any additional direct costs.

#### 2. RECOVERY OF EXPENSES

An expense is a directly attributable cost to the estate which is neither an office holder's remuneration nor a distribution to creditors or members. Expenses can include disbursements, payments met by the office holder and subsequently recovered from the estate, and are divided into those that do not need approval before they are charged to the estate (category 1) and those that do (category 2).

Category 1 expenses are payments to independent third parties and do not have to be approved prior to payment, but when reporting to the creditors committee and creditors during the course of the liquidation the actual expenses incurred will be compared with the original estimate provided with any material difference explained (e.g. where legal costs rise due to escalated recovery action).

Category 2 expenses are payments to associates, or parties with a professional or personal relationship, or payments which have an element of shared costs. These expenses require approval in the same manner as an office holder's remuneration. This will include any case related travel or subsistence incurred by staff working on this case. Where it is necessary for staff to travel from the office, business mileage may be charged at the HMRC rate of 45p per mile.

An estimate of expenses (including disbursements) is provided to creditors when the basis of the office-holder's fees are approved.

The expenses recovered by the practice are as follows:-

Expenses	Charge
Category 1	
Indemnity Bond	At cost of mandatory cover required in accordance with the Insolvency Act 1986 for each appointment
Insurance of assets	At cost in relation to asset coverage requirements
Company searches	At cost incurred
Statutory Advertising	At cost incurred
External postage	At cost incurred
Category 2	

Mileage (where any staff of office holder of utilises their own vehicle)	45p/mile
Other travel charges	At cost in accordance with internal policy
Subsistence and any other miscellaneous disbursements, where appropriately incurred,	At cost in accordance with internal policy

Some statutory category 1 expenses, such as the bond and statutory advertising, may be paid by the practice in the first instance due to a lack of funds in the estate to enable a direct payment. These disbursements, when recovered, may be considered a category 2 expense as the recovery is a payment to the practice of the IP however they are recovered at cost, plus VAT, as appropriate. Where this is the case, agreement to the recovery of category 2 expenses as authorised is to include these, otherwise, direct costs.

#### 3. Specialist Professional Advisors

On occasion it is necessary for the office holder to engage with specialist professional advisers. Professional advisers are selected with regard to the specific requirements and based upon the office-holders professional judgement of their experience and ability to perform the necessary work, the complexity and nature of the assignment and the basis of the fee arrangement with to ensure a fair and reasonable cost to the estate.

Expenses incurred in respect of specialist advisers are subject to independent assessment prior to engagement and reported in accordance with current guidance. Unless a significant personal or professional relationship, that may give rise to a potential threat or conflict, has been identified with any Advisor their costs are regarded as category 1 expenses.

#### 4. Use of Subcontractors

It is not our policy to use sub-contractors. If it is necessary to use sub-contractors for the benefit of the estate full disclosure will be provided to creditors in the regular progress report for individual cases with an explanation of the work to be undertaken, why it is necessary and the cost incurred.

#### Appendix IV – Time Cost Information for the Review Period

# Time Entry - SIP9 Time & Cost Summary + Cumulative

DAWA001 - Dawat Southall One Ltd All Post Appointment Project Codes From: 29/06/2020 To: 28/06/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)	Total Hours Cum (POST Only)	Total Time Costs Cum (POST Only)
Admin & Planning	0.50	4.40	15.05	0.90	20.85	5,473.25	262.51	20.85	5,473.25
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors and Distributions	0.00	0.40	4.50	0.00	4.90	1,156.50	236.02	4.90	1,156.50
Fixed Charge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigations	0.30	2.40	18.60	0.00	21.30	5,335.50	250.49	21.30	5,335.50
Pre-Appointment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Reporting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours / Costs	0.80	7.20	38.15	0.90	47.05	11,965.25	254.31	47.05	11,965.25
Total Fees Claimed						0.00			
Total Disbursements Claimed						0.00			