

AM22

Notice of move from administration to creditors' voluntary liquidation



Companies House

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

1 Company details

Company number 0 4 6 7 8 3 3 7

Company name in full Glenside Manor Healthcare Services Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Court details

Court name High Court of Justice, Business and Property Courts,
Insolvency and Companies List (Chd)

Court case number 0 0 3 8 4 4 2 0 2 0

3 Administrator's name

Full forename(s) Colin

Surname Hardman

4 Administrator's address

Building name/number 45 Gresham Street

Street

Post town London

County/Region

Postcode E C 2 V 7 B G

Country

AM22

Notice of move from administration to creditors' voluntary liquidation

5	Administrator's name ①	
Full forename(s)	Kevin	① Other administrator Use this section to tell us about another administrator.
Surname	Ley	

6	Administrator's address ②	
Building name/number	45 Gresham Street	② Other administrator Use this section to tell us about another administrator.
Street		
Post town	London	
County/Region		
Postcode	E C 2 V 7 B G	
Country		


7	Appointor/applicant's name	
	Give the name of the person who made the appointment or the administration application.	
Full forename(s)		
Surname	Directors	

8	Proposed liquidator's name	
Full forename(s)	Colin	
Surname	Hardman	
Insolvency practitioner number	1 6 7 7 4	

9	Proposed liquidator's address	
Building name/number	45 Gresham Street	
Street		
Post town	London	
County/Region		
Postcode	E C 2 V 7 B G	
Country		

AM22

Notice of move from administration to creditors' voluntary liquidation

10	Proposed liquidator's name^①		① Other liquidator Use this section to tell us about another liquidator.
Full forename(s)	Kevin		
Surname	Ley		
Insolvency practitioner number	25090		
11	Proposed liquidator's address^②		② Other liquidator Use this section to tell us about another liquidator.
Building name/number	45 Gresham Street		
Street			
Post town	London		
County/Region			
Postcode	EC2V7BG		
Country			
12	Period of progress report		
From date	d 01 m 04 y 2022		
To date	d 29 m 09 y 2022		
13	Final progress report		
	<input checked="" type="checkbox"/> I have attached a copy of the final progress report.		
14	Sign and date		
Administrator's signature	Signature X  X Colin Hardman (Sep 29, 2022 16:27 GMT+1)		
Signature date	d 29 m 09 y 2022		

**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 **Colin Hardman**

Company name **Evelyn Partners LLP**

Address **45 Gresham Street**

Post town **London**

County/Region

Postcode **E C 2 V 7 B G**

Country

DX

Telephone **020 7131 4000**

**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 and dated the form.

**Important information**

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

**Where to send**

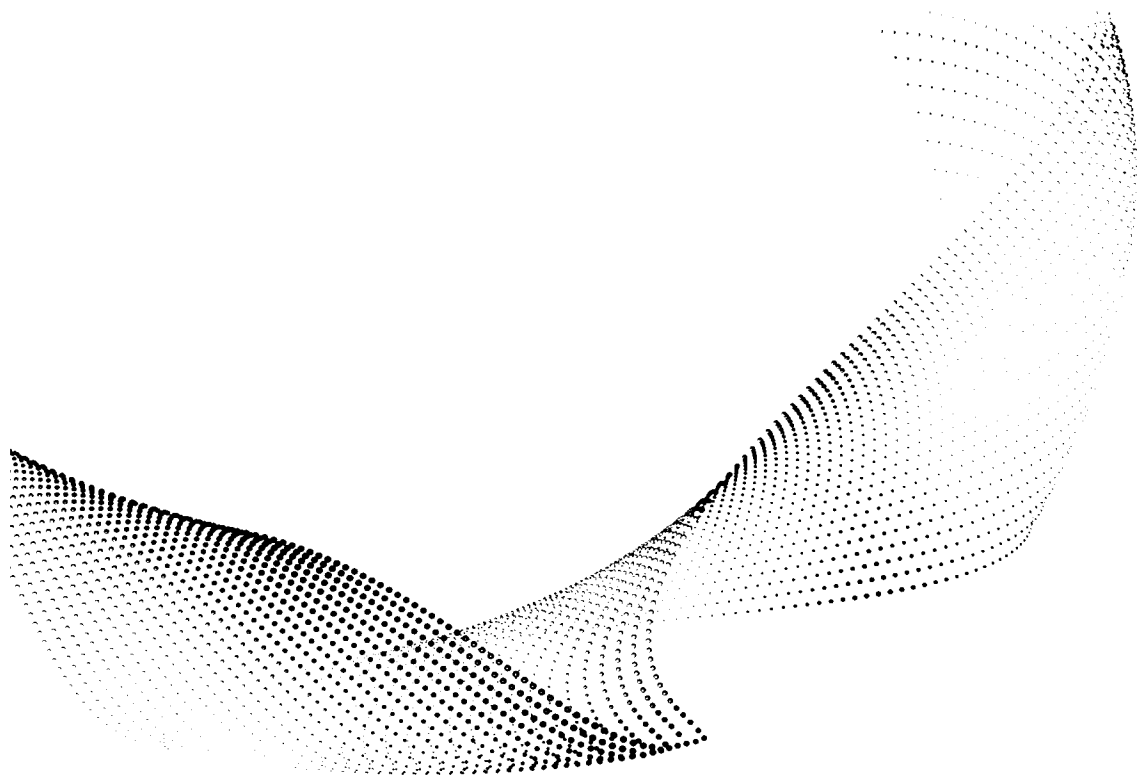
You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

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

**Further information**

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



The Raphael Medical Centre Limited & Glenside Manor Healthcare Services Limited (both in administration)

Joint administrators' final progress report

evelyn

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1. Glossary

Abbreviation	Description
Blantyre	Meru IV s.a.r.l
Glenside Manor Healthcare Services Limited	Glenside
HMRC	Her Majesty's Revenue and Customs
IR16	Insolvency (England and Wales) Rules 2016 If preceded by R this denotes a rule number
Prescribed Part	See explanation in section 9.2
Proposals	The joint administrators' statement of Proposals as per s.49 Schedule B1 of the Insolvency Act 1986
Renovo	The Renovo Care Group
RPS	Redundancy Payments Service
Sch B1	Schedule B1 to the Insolvency Act 1986 If preceded by P this denotes a paragraph number
SIP	Statement of Insolvency Practice (England & Wales)
SOA	Statement of Affairs
the administrators/joint administrators	Colin Hardman and Kevin Ley
the Companies	The Raphael Medical Centre Limited & Glenside Manor Healthcare Services Limited
The Raphael Medical Centre Limited	Raphael

2. Introduction

From 14 June 2022, we are operating under a single new brand to offer the best of everything we do and the firm's name has changed to Evelyn Partners LLP. Please note that this is a change to our brand only and that the services provided are unaffected.

We have recently changed our postal and registered office address to 45 Gresham Street, London EC2V 7BG. Where applicable, please update your records accordingly.

This report provides an account of the administrations of the Companies since the last progress report and a summary of the outcome of the administration of the Companies. It should be read in conjunction with our proposals and previous reports. By way of reminder, we, Colin Hardman and Kevin Ley, of Evelyn Partners LLP, 45 Gresham Street, London, EC2V 7BG, were appointed administrators of the Company on 1 October 2020.

Statutory information in respect of the Companies and the administration is set out at Appendix I.

3. Administrators' proposals

As previously advised the administrators must perform their functions with the purpose of achieving one of the following objectives:

1. Rescuing the Companies as a going concern; or
2. Achieving a better result for the Companies' creditors as a whole than would be likely if the Companies were wound up without first being placed into administration; or
3. Realising property in order to make a distribution to one or more secured or preferential creditors.

The objective pursued in these administrations was the second objective above and our strategy for achieving these objectives were set out in our proposals, which were approved by creditors on 12 November 2020.

4. Progress of the administration

Attached at Appendix II is our receipts and payments account for the period since 31 March 2022. This account includes cumulative figures for the whole of the periods of the administration from 1 October 2020.

The receipts and payments account also includes a comparison with the directors' SOA values.

5. Investigations

Under the Company Directors Disqualification Act 1986 we have a duty to make a submission to the Secretary of State for Business, Energy & Industrial Strategy on the conduct of all those persons who were directors at the date the Companies entered administration or who held office at any time during the three years immediately preceding the administrations.

We have complied with our duty in this regard. As all submissions are strictly confidential, we are unable to disclose their content.

Shortly after appointment, we 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 or as a response to our request to complete an investigation questionnaire.

As previously reported, the administrators have obtained legal advice to investigate potential claims against third parties, with a view to maximising potential realisations for the Companies' creditors. Counsel's opinion has been sought regarding the merits of each claim to assist the administrators in their assessment, as to whether proceedings should be commenced.

The administrators are finalising their strategy in respect of progressing potential actions and will provide a further update in the liquidations.

Creditors will appreciate that full details pertaining to the advice provided to the administrators by their lawyers remains confidential, to ensure it does not prejudice the outcome of any claims. The administrators will provide creditors with an update once they are able to do so.

6. Pre-administration costs

Prior to the administrators' appointment, a proportion of pre-administration costs were paid by Blantyre. As reported in the administrators' Proposals, the total time costs in assisting the Companies prior to administration was £88,343.83 and £79,354.55 for Raphael and Glenside, respectively.

Blantyre paid £73,495 per entity in respect of pre-appointment time costs incurred by the administrators for work undertaken in placing the Companies into administration.

Recipient	Brief description of services provided	Amount paid £ (Raphael)	Amount paid £ (Glenside)
Evelyn Partners LLP	Pre-appointment costs: advice & assistance in period prior to the administration	73,495	73,495
Jones Day	Legal fees & disbursements	75,000	75,000
SIA Group	Agents' fees & disbursements	625	625
Gunnercooke LLP	Court filing fee	68	68
Datasite	Hosting of data room documents	1,582	1,582
Total		150,770	150,770

The joint administrators sought approval to draw the unpaid balances of the pre-appointment time costs, for placing the Companies into administration, from the respective estate and this was approved by Blantyre on 7 January 2022. These costs have been paid in full during the reporting period and this is reflected in the receipts and payments accounts at Appendix 2.

7. Administrators' remuneration

On 7 January 2022, Blantyre approved that the basis of the administrators' remuneration, for the first year of the administrations, be fixed by reference to the time properly spent by them and their staff, in attending to matters arising in the administrations.

The administrators' time costs are:

Period	Total Hours hrs	Total costs £	Average hourly rate £/hr	Fees drawn £
1 October 2020 to 31 March 2021	279.73	91,042	325	Nil
1 April 2021 to 30 September 2021	191.97	62,905	328	Nil
1 October 2021 to 31 March 2022	183.55	54,902	296	Nil
1 April 2022 to 5 September 2022	119.55	40,212	336	153,947
Total	774.80	249,061	321	153,947

Period	Total Hours hrs	Total costs £	Average hourly rate £/hr	Fees drawn £
1 October 2020 to 31 March 2021	210.20	62,899	299	Nil
1 April 2021 to 30 September 2021	135.80	41,845	308	Nil
1 October 2021 to 31 March 2022	197.73	39,319	199	Nil
1 April 2022 to 5 September 2022	59.82	19,845	332	104,744
Total	603.55	163,908	272	104,744

Attached at Appendix III is a time analysis, which provides details of the activity costs incurred by staff grade during the period of this report in respect of the costs fixed by reference to time properly spent by the administrators and their staff in attending to matters arising in the administrations. Details of work carried out in the period are also included in the same appendix.

As detailed above, the cumulative total of the administrators' time costs since appointment for the period ending 5 September 2022 are £249,061 for Raphael, and £163,908 for Glenside. There is a slight discrepancy between the above figures and the total figures detailed in Appendix IV. This is due to some time not being previously reported, which has since been reallocated.

To date, the joint administrators have drawn £153,947 in respect to Raphael and £104,744 in respect to Glenside, of these costs. Approval for the remaining balance of administrators' outstanding time costs is currently being sought from Blantyre, and creditors will be provided with a further update in our next progress report, following the conversions to CVL.

A copy of "A Creditor's Guide to Administrator's Fees", as produced by R3, is available free on request or can be downloaded from their website as follows:

As noted above, approval for the unpaid balance of the administrators' remuneration is being sought from Blantyre. Further fees will then be drawn in the subsequent liquidations, subject to approval, when sufficient funds become available.

On 1 September 2020, the Smith & Williamson Group merged with the Tilney Group to extend our financial and professional services offering. In common with many professional firms, our scale rates rise to cover annual inflationary cost increases (which readers will be aware have been particularly high of late) and accordingly our rates have risen on average by approximately 7% with effect from 1 July 2022. Following the merger please note that there has been a change to our financial year-end and, as a result, we will be reviewing our charge-out rates again on 1 January 2023 (reverting to annual reviews thereafter). The rate of any increase on 1 January 2023 will take into account that only six months will have passed from the date of the last increase and so will not cause any prejudice to creditors and stakeholders.

Details of Evelyn Partners LLP's charge out rates (including any changes during the case) along with the policies in relation to the use of staff are provided at Appendix IV.

8. Administration expenses

As previously reported, Renovo were engaged by the administrators to recover book debts owing to the Companies, as at the date of administration. Renovo are presently holding £117,869 of debtor monies which have been collected on behalf of Raphael, which will be transferred to the subsequent liquidation estate.

No further debtor realisations are anticipated. Renovo have received their fee commission in full for their assistance in collecting the Companies' book debts, based on an agreed percentage of realisations.

EQ Transcribing Services have been paid £129.80 for their services in respect to transcribing a meeting. No other subcontractors have been utilised during the administration.

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

Name of professional Adviser/Service(s)	Basis of fee arrangement	Costs incurred in current period £	Costs paid in current period £	Total costs incurred £	Total costs paid £
Jones Day	Hourly rate and expenses	Nil	Nil	6,871.24	6,871.24
Christie & Co	Fixed fee	Nil	Nil	625.00	625.00
Matrix Intelligence	Hourly rate	Nil	Nil	8,102.50	8,102.50
Macfarlanes LLP	Hourly rate and expenses	15,403.64	15,403.64	140,101.88	140,101.88
BDO LLP	Hourly rate	12,715.25	12,715.25	26,247.25	26,247.25
Gunnercooke LLP	Fixed fee	Nil	Nil	68.00	68.00
Browne Jacobson	Hourly rate and expenses	Nil	Nil	1,674.00	1,674.00
Total		28,118.89	28,118.89	183,689.87	183,689.87

Name of professional Adviser/Service(s)	Basis of fee arrangement	Costs incurred in current period £	Costs paid in current period £	Total costs incurred £	Total costs paid £
Jones Day	Hourly rate and expenses	Nil	Nil	6,321.24	6,321.24
Christie & Co	Fixed fee	Nil	Nil	625.00	625.00
Matrix Intelligence	Hourly rate	Nil	Nil	8,102.50	8,102.50
Macfarlanes LLP	Hourly rate and expenses	Nil	Nil	124,698.23	124,698.23
Gunnercooke LLP	Fixed fee	Nil	Nil	8,593.00	8,593.00
Browne Jacobson	Hourly rate and expenses	Nil	Nil	2,485.00	2,485.00
Total		Nil	Nil	150,824.97	150,824.97

The solicitors and valuation agents detailed above were instructed to advise the administrators due to their expertise and experience in insolvency matters. They provide the best value and service to creditors. The solicitors are regulated by the Solicitors Regulation Authority (SRA). There are no conflicts of interest, and they adhere to their professional and ethical standards. Their services and costs are under regular review.

Full details in respect to the professional advisors engaged and the scope of work undertaken, is contained in the administrators' previous progress reports and Proposals.

Creditors will note that professional fees have been paid from funding that is separate to the Prescribed Part, therefore any potential distribution to unsecured creditors in Glenside will not be impacted.

Due to the complexities surrounding the tax liabilities arising because of the pre-packaged sales, Evelyn Partners' business tax team have assisted the administrators reviewing the Companies' position. In this regard, the total time costs incurred during are summarised as follows:

Entity	Total Hours hrs	Total costs £	Fees drawn £
Raphael	55.20	30,626	Nil
Glenside	45.70	21,679	Nil
Total	100.90	52,305	Nil

Evelyn Partners' forensics team have incurred the following costs in respect to extracting and storing the Companies' electronic data and records:

Entity	Total Hours hrs	Total costs £	Fees drawn £
Raphael	33.68	7,751	Nil
Glenside	5.52	873	Nil
Total	39.20	8,624	Nil

Details of administrators' expenses that have been incurred and/or paid in the current period, together with the cumulative totals for the period of the administration, are set out below:

Description	Costs incurred in current period £	Costs paid in current period £	Total costs incurred £	Total costs paid £
Administrators' bonds	Nil	Nil	140.00	140.00
Statutory advertising	Nil	Nil	182.00	182.00
Insurance	508.48	Nil	1,576.96	1,068.48
Data hosting platform	Nil	Nil	1,598.07	1,598.07
Total	508.48	-	3,497.03	2,988.55

Description	Costs incurred in current period £	Costs paid in current period £	Total costs incurred £	Total costs paid £
Administrators' bonds	Nil	Nil	140.00	140.00

Statutory advertising	Nil	Nil	182.00	182.00
Insurance	Nil	Nil	280.00	280.00
Total	Nil	Nil	602.00	602.00

No Category 2 expenses have been incurred or paid during the administrations.

Appendix V provides details of Evelyn Partner LLP's policies in relation to the use of subcontractors and professional advisers, and the recovery of expenses.

9. Outcome for creditors

The outcome for each class of creditor is set out below.

Blantyre holds fixed and floating charges over the Companies' assets. At the date of the administrations, the indebtedness was estimated at £41million. The following distributions have been made to Blantyre as part of the pre-packaged sales:

Entity	Fixed charge £	Floating charge £	Total £
Raphael	21,214,008	505,033	21,719,041
Glenside	8,685,004	1,095,955	9,780,959
Total paid	29,899,012	1,600,988	31,500,000

As distributions have been made to the secured creditor, an agreement was reached whereby certain sums were provided on completion to the joint administrators by way of an Administration Funding Agreement. The agreement provided for the following sums to be paid to the joint administrators for the following costs, expenses and estimated Prescribed Parts:

Administration funding agreement	Raphael £	Glenside £	Total £
Estimated fees	150,000	125,000	275,000
Estimated expenses	40,000	25,000	65,000
Estimated Prescribed Part	250,208	217,567	467,775
Total paid	440,208	367,567	807,775

If these sums are not expended or utilised within the administration estates, the monies are repayable to Blantyre. The Administration Funding Agreement is non-recourse and does not attract interest.

During the administrations, Blantyre have received the following part refunds from the Prescribed Part fund in respect of overpayments:

- Raphael: £100,000
- Glenside: £35,000

Please note, subject to the corporation tax position being resolved for the first year, it is estimated that Blantyre will receive further refunds from the Prescribed Part funds. However, the joint administrators are unable to confirm the quantum and timing of these refunds until the administrations are complete and the Companies have been converted to CVL.

The Companies granted fixed and floating charges to Macquarie Euro Limited on 12 October 2018 and 25 August 2017 and these charges were subsequently assigned to Blantyre. Accordingly, we were required to create Prescribed Part funds for unsecured creditors out of the Companies' net floating charge property.

The administrators previously estimated the value of the Companies' net floating property to be:

- Raphael: £860,359
- Glenside: £768,259

Following a review undertaken by Evelyn Partners' Business Tax team, a Corporation Tax liability of c.£2million has been identified in Raphael following the pre-packaged sale. As per Rule 3.51 of the IR16, this tax liability is payable as an expense of the administration and ranks ahead of any monies payable to the unsecured creditors. Therefore, any monies remaining in the estate of Raphael (including those set aside for the purpose of the Prescribed Part) will be utilised to pay this liability. As per the terms of the original funding agreement, the administrators will shortly be making a request to Blantyre for this to be funded.

As no tax liability has been identified in Glenside, the administrators anticipate that there will be a Prescribed Part distribution payable to the unsecured creditors, which will be declared in the subsequent CVL.

Notice under Rule 14.37 of IR16

The joint administrators hereby give notice that they will not be in a position to declare any dividend to any preferential creditors of Glenside as the funds realised have been used to cover the costs of the proceedings, as disclosed in the receipts and payments account.

A summary of agreed preferential creditors' claims is set out below:

Preferential creditor	Claims received £	Claims agreed £
Redundancy Payments Service	68,215	Nil

As previously reported, the administrators are aware of Employment Tribunal claims in respect of former Glenside employees that were previously dismissed in August 2019. On 6 October 2021, the employment tribunal awarded protective awards in favour of the employees, in addition to sums owed for outstanding holiday pay.

The administrators have received the RPS's claim in respect to protective awards paid to the former employees, in the sum of £68,215.

Due to an RPS technical system error, the administrators have not been provided with a breakdown of the preferential and unsecured elements attributable to this claim. As such, the administrators intend to instruct ERA Solutions to conduct a reconciliation exercise so that the unsecured element of the claim may be adjudicated, in anticipation of a Prescribed Part distribution in Glenside.

The administrators have received claims totalling £2,050,789 from 36 creditors with respect to Raphael and claims totalling £83,772 from 25 creditors with respect to Glenside.

Total claims as per the directors' SOA were £15,394,621 for Raphael and £16,836,981 for Glenside. At present, realisations in the administrations are expected to be insufficient to pay a dividend to unsecured creditors in Raphael, and insufficient to pay a dividend in Glenside other than by way of the Prescribed Part, as detailed in section 9.2.

As previously reported, the administrators instructed BDO LLP to assist with appealing HMRC's tax assessments in respect of PAYE, NIC and Corporation Tax liabilities in Raphael. The tax assessments submitted by HMRC are summarised as follows:

- PAYE – £20,410,694
- Class 1 NIC – £5,473,813
- Corporation Tax – £5,387,567

With the assistance of BDO, the administrators have reconciled the former employees' tax bands and provided evidence to HMRC. This will have the effect of reducing the HMRC tax assessments PAYE/NIC liabilities from c.£25.88million, to £6.95million.

The Corporation Tax liabilities are deemed to have been incurred through disallowable charitable donations made to a connected Industrial and Provident Society, which HMRC consider are not tax-deductible. As the administrators have no statutory powers in relation to the charitable entity, no further investigation can take place with regards to the circularity of funds paid from Raphael. As such, no appeal has been submitted against these liabilities and, therefore, the full value of the assessments submitted by HMRC will rank as unsecured claims in the administrations and subsequent liquidations.

Following completion of the pre-packaged sales, Renovo took an assignment of 22 Raphael creditor claims and 31 Glenside creditor claims to preserve relationships for their businesses going forwards. Given the assignments, Renovo now stand in the place of those creditors to participate in any distributions to unsecured creditors.

In conjunction with our lawyers, the joint administrators are continuing to assess the viability of pursuing potential claims against third parties to maximise realisations for the benefit of creditors. Full details relating to the merits of these claims and Counsel's opinion remain confidential. Creditors will be provided with a full update in the subsequent liquidations.

As detailed in section 9.2, there will be no dividend from the Prescribed Part in respect to Raphael. Regarding Glenside, the administrators anticipate that there will be a dividend payable from the Prescribed Part after the Companies have been moved into CVL.

The likelihood of a dividend to the Companies' unsecured creditors (other than by way of the Prescribed Part) is dependent on making recoveries from third parties as detailed above. As such, we will not adjudicate on unsecured creditor claims in Raphael unless it becomes clear that funds are available to declare a distribution to unsecured creditors. However, we will commence the adjudication of claims in Glenside once converted into CVL.

10. Privacy and data protection

As part of our role as joint administrators, I would advise you that we may need to access and use data relating to individuals. In doing so, we must abide by data protection requirements. Information about the way that we will use and store personal data in relation to insolvency appointments can be found at

If you are unable to download this, please contact my office and a hard copy will be provided free of charge.

To the extent that you hold any personal data of the Company's data subjects provided to you by the Company or obtained otherwise, you must process such data in accordance with data protection legislation. Please contact us if you believe this applies.

11. Ending the administration

The ongoing potential claims against third parties may produce further realisations. This would enable Blantyre to be repaid in full, thus enabling a distribution to be declared to unsecured creditors in addition to the Prescribed Part. Therefore, the Companies administrations will be converted to CVL prior to the automatic end of the administrations on 30 September 2022.

This is our final report as joint administrators and covers the period ended 29 September 2022. However, our appointments as joint liquidators will only take effect once the Registrar of Companies registers notices to this effect.

Consequently, there may be additional matters arising during this hiatus period and will be reported to the joint liquidators. In turn, the joint liquidators will provide creditors with this information.

Inevitably, any time costs for supplementary work will not have been disclosed in the analysis attached as appendix III. Whilst these costs will not exceed the estimates already provided and the basis and approval to draw carries over into the liquidation, creditors should be aware that these costs will be drawn once in office as joint liquidators and a breakdown provided in the first progress report.

The administrators will be discharged from liability under P98(3) of Sch B1 following registration of the Companies' notice of move from administration to liquidation by the Registrar of Companies.

12. Creditors' rights

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 or otherwise with the court's permission) may request in writing that the administrators provide further information about their remuneration or expenses which have been itemised in this report.

Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors or otherwise with the court's permission) may within 8 weeks of receipt of this report make an application to court on the grounds that, in all the circumstances, the basis fixed for the administrators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred (including any paid) by the administrators, as set out in this report, are excessive.

The above rights apply only to matters which have not been disclosed in previous reports.

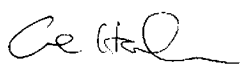
On a general note, if you have any comments or concerns in connection with our conduct, please contact Colin Hardman or Kevin Ley in the first instance. If the matter is not resolved to your satisfaction, you may contact our Head of Legal by writing to 45 Gresham Street, London EC2V 7BG or by telephone on 020 7131 4000.

Thereafter, if you wish to take the matter further you may contact the Insolvency Services directly via Insolvency Complaints Gateway. They can be contacted by email, telephone or letter as follows:

i) Email:

ii) Telephone number: +44 300 678 0015

iii) Postal address: The Insolvency Service, IP Complaints, 3rd Floor, 1 City Walk, Leeds LS11 9DA.



Colin Hardman and Kevin Ley

Joint Administrators

Date: 29 September 2022

Colin Hardman and Kevin Ley have been appointed as Joint Administrators of the Companies on 1 October 2020.

The affairs, business and property of the companies are being managed by the Joint Administrators as agents and without personal liability.

Both officeholders are authorised and licensed in the UK by the Institute of Chartered Accountants in England and Wales and are bound by their code of ethics. Further details of their licensing body along with our complaints and compensation procedure can be accessed at:

The Joint Administrators may act as controllers of personal data, as defined by the UK data protection law, depending upon the specific processing activities undertaken. Evelyn Partners LLP may act as a processor on the instructions of the Joint Administrators. Personal data will be kept secure and processed only for matters relating to the Joint Administrators' appointment.

The Fair Processing Notice in relation to the UK General Data Protection Regulation can be accessed at

Should you wish to be supplied with a hard copy of any notice, attachment or document relating to a case matter, please contact the staff member dealing with this matter at any time via telephone, email or by post and this will be provided free of charge within five business days of receipt of the request.

The word partner is used to refer to a member of Evelyn Partners LLP. A list of members is available at the registered office.

Registered in England at 45 Gresham Street, London EC2V 7BG No OC369631.

Regulated by the Institute of Chartered Accountants in England and Wales for a range of investment business activities.

Appendices

I Statutory Information

Relevant Court	High Court of Justice, The Business and Property Courts of England and Wales
Court Reference	cr-2020-003843 of 2020
Trading Name(s)	The Raphael Hospital
Trading Addresses	Hollanden Park, Coldharbour Ln, Hildenborough TN11 9LE
Former Name(s)	Woodbury Park (Hotel) Ltd
Registered Office	c/o Evelyn Partners LLP, 45 Gresham Street, London, EC2V 7BG (Formerly Smith & Williamson LLP, 25 Moorgate, London, EC2R 6AY)
Registered Numbers:	00568116 04678337
Joint Administrators	Colin Hardman and Kevin Ley both of 45 Gresham Street, London, EC2V 7BG. (IP No(s) 16774 and 25090) In accordance with P100 (2) Sch B1 1A 86 a statement has been made authorising the Joint Administrators to act jointly and severally.
Contact details	020 7131 4000
Date of Appointment	1 October 2020
Extension to period of administrations	Extension approved by the secured creditor on 30 September 2021

Relevant Court	High Court of Justice, The Business and Property Courts of England and Wales
Court Reference	cr-2020-003844 of 2020
Trading Addresses	Hollanden Park, Coldharbour Ln, Hildenborough TN11 9LE
Registered Office	c/o Evelyn Partners LLP, 45 Gresham Street, London, EC2V 7BG (Formerly Smith & Williamson LLP, 25 Moorgate, London, EC2R 6AY)
Registered Numbers:	04678337
Joint Administrators	Colin Hardman and Kevin Ley both of 45 Gresham Street, London, EC2V 7BG. (IP No(s) 16774 and 25090) In accordance with P100 (2) Sch B1 1A 86 a statement has been made authorising the Joint Administrators to act jointly and severally.
Contact details	020 7131 4000
Date of Appointment	1 October 2020

Extension to period of
administrations

Extension approved by the secured creditor on 30 September 2021

II Receipts and payments account

The Raphael Medical Centre Limited			
Statement of Affairs	From 01/04/2022 To 28/09/2022	From 01/10/2020 To 28/09/2022	
£	£	£	£
ADMINISTRATION FUNDING			
Administration funding	-	190,000.00	
Bank Interest	7.63	40.01	
Insurance	-	(508.48)	
Bank Charges	-	(3.00)	
Tax Advisor Fees	-	(10,000.00)	
Agents Fees	-	(8,727.50)	
Irrecoverable VAT	-	(27,577.39)	
IT Data Storage	-	(16.07)	
Legal Disbursements	-	(1,723.86)	
Legal Fees	-	(117,555.08)	
Admin Funding A/c - Transfer to Liquidation	(23,928.63)	(23,928.63)	
	(23,921.00)	0.00	
Administration Funds In Hand	(23,921.00)	0.00	
GENERAL FIXED CHARGE			
Freehold Property	-	21,214,000.00	
Business Goodwill	-	2.00	
Owned Business IP	-	2.00	
Licensed Business IP	-	2.00	
Business Names	-	2.00	
Fixed Distribution	-	(21,214,008.00)	
	-	0.00	
PREScribed PART FUND			
Prescribed Part Funding	-	250,208.00	
Bank Interest	47.92	102.70	
Bank Charges	-	(0.20)	
Refund of Prescribed Part Funding	-	(100,000.00)	
Prescribed Part A/c - Transfer to Liquidation	(150,310.50)	(150,310.50)	
	(150,262.58)	0.00	
ASSET REALISATIONS			
Bank Interest Gross	19137	294.29	
850,000.00 Book Debts	-	876,475.54	
Business Stock	-	2.00	
5,228.00 Cash at Bank	-	1,208.83	
Commercial Records	-	2.00	
21,400,003.00 Freehold Property & Operating Assets	-	-	
18.00 Intangible Assets	-	-	
Intercompany Debtors	-	169,020.00	
IT Systems	-	2.00	
Operating Assets	-	186,000.00	
319,020.00 Other Debtors	-	150,000.00	
Pre-Appointment Refunds	-	36.39	
Refund of Client Account Funds	-	3.00	
Utility Refund	-	1,104.62	
Work In Progress	-	2.00	
	19137	1,384,150.67	

	COST OF REALISATIONS		
	Administrators' Fees	(153,947.00)	(153,947.00)
	Administrators' Pre-Appointment Fees	(14,848.83)	(14,848.83)
	Bank Charges	(100)	(53.85)
	Debt Recovery Commission	-	(113,966.40)
	Insurance of Assets	-	(1,068.48)
	Irrecoverable VAT	(39,382.95)	(42,895.86)
	Legal Expenses	(949.31)	(7,643.47)
	Legal Fees	(14,454.33)	(21,792.71)
	Loan to Glenside	(86,366.85)	(86,366.85)
	Tax Advisor Fees	(12,715.25)	(16,247.25)
	Transcription Fee	-	(129.80)
	Unauthorised Costs	-	(1,478.37)
	Client Deposit A/c - Transfer to Liquidation	(418,678.80)	(418,678.80)
		(741,344.32)	(879,117.67)
	FLOATING CHARGE CREDITORS		
	Blantyre - Dist 'in specie'	-	(505,033.00)
		-	(505,033.00)
	UNSECURED CREDITORS		
(15,244,620.12)	Trade & Expense Creditors	-	-
		-	-
7,329,648.88	Balance In Hand	(741,152.95)	0.00
	REPRESENTED BY		
	Cl Deposit Admin Funding A/c (IB)		0.00
	Cl Deposit Prescribed Part A/c (IB)		0.00
	Clients Deposit account (IB)		0.00
			0.00

- No payments have been made to us from outside the estate.
- Details of significant expenses paid are provided in the body of our report.
- Details of payments made to sub-contractors are shown in the body of our report.
- Information concerning our remuneration and expenses incurred is provided in the body of the report.
- Information concerning the ability to challenge remuneration and expenses of the administration is provided in our report.
- All bank accounts are interest bearing.
- There are no foreign currency holdings.
- All amounts in the receipts and payments account are shown exclusive of any attributable VAT. Where VAT is not recoverable it is shown as irrecoverable VAT.

- On 30 September 2021, Blantyre approved a resolution allowing the administrators to utilise funds held in Raphael to pay administration expenses incurred in Glenside. As such, a payment of £83,366.85 was made from Raphael to Glenside in order to pay the administrators' time costs, as approved by Blantyre.
- At the time of making this payment, the tax liability as detailed in section 9.2 had not been identified and, therefore, the payment was valid under the terms of the Funding Agreement. However, as the tax liability has reduced the distributable funds available in Raphael, no further funds will be paid from Raphael to Glenside.

Glenside Manor Healthcare Services Limited

Statement of Affairs £	From 01/04/2022 To 28/09/2022 £	From 01/10/2020 To 28/09/2022 £
ADMINISTRATION FUNDING		
Bank Interest	0.74	24.64
Administration funding	-	150,000.00
Insurance	-	(280.00)
Bank Charges	-	(2.60)
Advertising	-	(9100)
Agents Fees	-	(4,247.50)
Legal Fees	-	(116,981.08)
Legal Disbursements	-	(466.15)
Transfer to FLT to Cover Fees	(3,624.87)	(3,624.87)
Irrecoverable VAT	-	(24,330.95)
Admin Funding A/c - Transfer to Liquidation	(0.49)	(0.49)
	(3,626.10)	0.00
Administration Funds In Hand	(3,624.62)	0.00
GENERAL FIXED CHARGE		
Blantyre - Fixed dist 'in specie'	-	8,685,004.00
Business goodwill	-	(100)
Owned Business IP	-	(100)
Licensed Business IP	-	(100)
Business Names	-	(100)
Freehold Property	-	(8,685,000.00)
	-	0.00
PRESCRIBED PART FUND		
Prescribed Part Funding	-	217,567.00
Bank Interest	58.24	108.31
Refund of Prescribed Part Funding	-	(35,000.00)
Bank Charges	-	(0.20)
Prescribed Part A/c - Transfer to Liquidation	(182,675.11)	(182,675.11)
	(182,733.35)	0.00
ASSET REALISATIONS		
Bank Interest Gross	12.73	20.40
75,000.00 Book Debts	-	82,128.60
Business Information	-	100
Business Stock	-	100
984.00 Cash at Bank	-	575.92
Commercial Records	-	100
8,867,001.00 Freehold Property & Operating Assets	-	-
9.00 Intangible Assets	-	-
IT systems	-	100
Loan From Raphael Medical Centre	86,366.85	86,366.85
Operating Assets	-	182,000.00
909,179.00 Other Debtors	-	4,770.00
Pre-Appointment Refunds	-	194.35
Renovo South Newton debt	-	909,179.00
Suspense Account	-	392.32
Transfer to FLT to Cover Fees	3,624.87	3,624.87
Work In Progress	-	100
	90,004.45	1,269,257.31

	COST OF REALISATIONS		
	Administrators' Fees	(104,743.69)	(104,743.69)
	Bank Charges	(0.20)	(15.10)
	Debt Recovery Commission	-	(10,360.74)
	Direct Debit Costs	-	(613.26)
	Irrecoverable VAT - FLT	(22,120.65)	(27,049.80)
	Legal Expenses	-	(7,401.87)
	Legal Fees	-	(17,248.37)
	Pre-Appointment Fees	(5,859.55)	(5,859.55)
	Client Deposit A/c - Transfer to Liquidation	(9.93)	(9.93)
		<u>(132,734.02)</u>	<u>(173,302.31)</u>
	FLOATING CHARGE CREDITORS		
	Blantyre - Floating dist 'in specie'	-	1,095,955.00
		-	<u>(1,095,955.00)</u>
9,852,173.00	Balance In Hand	<u>(46,285.53)</u>	<u>0.00</u>
	REPRESENTED BY		
	Clients Deposit (Int Bear) ADM FUND		0.00
	Clients Deposit (Int Bear) FLT		0.00
	Clients Deposit (Int Bear) P PART		0.00
			<u>0.00</u>

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- Details of payments made to sub-contractors are shown in the body of our report.
- Information concerning our remuneration and expenses incurred is provided in the body of the report.
- Information concerning the ability to challenge remuneration and expenses of the administration is provided in our report.
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- At the time of making this payment, the tax liability as detailed in section 9.2 had not been identified and, therefore, the payment was valid under the terms of the Funding Agreement. However, as the tax liability has reduced the distributable funds available in Raphael, no further funds will be paid from Raphael to Glenside.

III Time analysis for the period

Raphael	Partner	Director & Associate Director	Manager	Other Support Professionals	Total	Cost	Average rate
	Hours	Hours	Hours	Hours	Hours	£	£/hr
Administration & planning							
Statutory & Regulatory	2.00	-	3.67	15.57	-	21.23	6,313.66
Closure (fixed fee)	-	-	-	-	-	-	0.00
Case administration	11.00	0.53	10.53	27.17	-	49.23	17,426.15
Sub-total Administration & planning	13.00	0.53	14.20	42.73	-	70.47	23,739.81
Investigations							
Records and investigations	2.00	-	-	3.42	-	5.42	2,045.84
Sub-total Investigations	2.00	-	-	3.42	-	5.42	2,045.84
Realisation of assets							
Freehold property assets	-	-	-	-	-	-	0.00
Leasehold property assets	-	-	-	0.83	-	0.83	191.66
Other assets	-	-	-	0.57	-	0.57	136.34
Legal actions (civil recoveries)	-	-	1.38	5.35	-	6.73	1,693.89
Sub-total Realisation of assets	-	-	1.38	6.75	-	8.13	2,021.89
Trading							
Trading suppliers and expenses	-	-	-	1.05	-	1.05	241.50
Sub-total Trading	-	-	-	1.05	-	1.05	241.50
Creditors							
Chargeholders	3.65	-	19.03	2.07	-	24.75	9,561.13
Employees, Pensions & RPS	-	-	-	1.05	-	1.05	241.50
Unsecured creditors (exc. Staff)	-	-	2.42	6.27	-	8.68	2,359.95
Sub-total Creditors	3.65	-	21.45	9.38	-	34.48	12,162.58
Total of all hours	18.65	0.53	37.03	63.33	-	119.55	
Total of all £	11,482.00	213.15	12,840.81	15,675.66	-	40,211.62	
Average rate	615.66	399.68	346.73	247.51	-		336.36

Glenside	Partner	Director & Associate Director	Manager	Other Support Professionals	Total	Cost	Average rate
	Hours	Hours	Hours	Hours	Hours	£	£/hr
Administration & planning							
Statutory & Regulatory	2.00	-	3.58	14.98	-	20.57	6,149.57
Case administration	2.30	0.67	5.15	7.83	-	15.95	5,206.64
Sub-total Administration & planning	4.30	0.67	8.73	22.82	-	36.52	11,356.21
Investigations							
Records and investigations	1.37	-	-	-	-	1.37	819.96
Sub-total Investigations	1.37	-	-	-	-	1.37	819.96
Realisation of assets							
Leasehold property assets	-	-	0.68	-	-	0.68	228.91
Legal actions (civil recoveries)	-	-	1.45	4.15	-	5.60	1,440.23
Sub-total Realisation of assets	-	-	2.13	4.15	-	6.28	1,669.14
Creditors							
Chargeholders	2.00	-	12.98	0.47	-	15.45	5,954.02
Employees, Pensions & RPS	-	-	-	0.20	-	0.20	46.00
Sub-total Creditors	2.00	-	12.98	0.67	-	15.65	6,000.02
Total of all hours	7.67	0.67	23.85	27.63	-	59.82	
Total of all £	4,623.96	266.23	8,271.04	6,684.10	-	19,845.33	
Average rate	603.13	399.38	346.79	241.89	-		331.77

Explanation of major work activities undertaken

Administration and planning

- Maintaining and managing the administration estate's cash book and bank accounts.
- Processing invoices for expenses of the administration, issuing payments, and preparing journal forms.
- Completing case checklists and diary lines to ensure compliance and case progression.
- Carrying out case planning, administration, and general case progression including internal meetings between case staff.
- Conducting periodic case reviews for regulatory purposes.
- Preparing and issuing the administrators' Progress Report and associated correspondence to creditors, members, Companies House and the Court.
- Dealing with routine correspondence not relating to assets, creditors and investigation matters.
- All other general administrative tasks which may not specifically fall within one of the categories specified below.
- Ongoing work relating to HMRC's tax assessments and post-appointment tax liabilities.
- Supporting our tax team in obtaining information in assessing the corporation tax liability in respect of the capital gains on the pre-pack business sales ('CT liabilities').

- Discuss implications of CT liability with our tax team and analysing available information to better establish the position.
- Consider and analyse the impact of the CT liabilities on the funding agreements and the rights of refunds under those agreements.
- Consider and analyse the impact of the CT liabilities on the Prescribed Part.

Investigations

- Obtaining and reviewing information relating to the Companies in respect of tax liabilities arising as a result of the pre-pack sales.
- Ongoing work relating to potential third party claims. Instructing Fieldfisher to review formulated claims and providing background information in order to provide a view on proceeding with potential litigation.

Realisation of Assets

- Dealing with the lease surrender of 62 Swanborough Drive. This is a property that was transferred as part of the pre-packaged sale, therefore will not lead to any financial benefit of the estate.
- Work undertaken in realising various pre-appt refunds and utility refunds.

Trading

- Dealing with suppliers regarding the ongoing trading of Renovo Care Group and addressing certain regulatory requirements.

Creditors

- Reporting to Blantyre, including the drafting of estimated outcomes statement to demonstrate the anticipated cash returns and anticipated recovery. Holding regular update calls to discuss position and impact of tax liability.
- Communications with unsecured creditors including telephone calls and emails, providing updates on administrations and requests to submit claims.
- Dealing with the RPS in respect to their claim regarding protective awards granted to ex-employees.
- Instructing solicitors (Jones Day) to advise on the implications of CT liabilities' priority status on the Prescribed Part and funding agreements. Follow up queries and phone calls with Jones Day on various points of clarification.
- Liaising with Renovo and Blantyre in order to clarify the tax position prior to the pre-pack transactions being completed and the Companies entering administration.
- Reviewing the Companies' records in order to assist with related creditor queries.
- Incorporating advice from Jones Day and tax team and applying that advice to the estimated outcome statements.

IV Cumulative time analysis

Raphael	Partner	Director & Associate Director	Manager	Other Professionals	Support	Total	Cost	Average rate
	Hours	Hours	Hours	Hours	Hours	Hours	£	£/hr
Administration & planning								
Statutory & Regulatory	2.00	10.17	30.73	58.30	12.75	113.95	30,680.61	269
Closure (fixed fee)	-	-	-	-	-	-	-	-
Case administration	39.45	30.73	33.78	123.88	5.30	233.15	78,358.38	336
Post appointment AML	-	-	-	1.23	0.15	1.38	292.76	212
Sub-total Administration & planning	41.45	40.90	64.52	183.42	18.20	348.48	109,331.75	314
Investigations								
Directors	-	-	-	0.72	1.62	2.33	327.41	140
Records and investigations	14.62	24.03	14.70	35.95	0.10	89.40	33,405.28	374
Court applications (procedural and investigatory)	-	0.25	-	7.03	-	7.28	1,702.08	234
Sub-total Investigations	14.62	24.28	14.70	43.70	1.72	99.02	35,434.77	358
Realisation of assets								
Leasehold property assets	-	-	-	4.52	0.08	4.60	1,021.58	222
Other assets	-	8.15	22.22	24.85	3.42	58.63	17,106.92	292
Tax assets	-	-	-	0.20	-	0.20	44.00	220
Business sale	-	-	-	0.95	-	0.95	211.00	222
Legal actions (civil recoveries)	-	42.75	22.45	45.10	-	110.30	38,741.62	351
Leasing and HP assets	-	-	-	0.20	-	0.20	44.00	220
Sub-total Realisation of assets	-	50.90	44.67	75.82	3.50	174.88	57,169.12	327
Trading								
Trading suppliers and expenses	-	-	-	1.05	-	1.05	241.50	230
Trading accounting	-	-	-	6.50	-	6.50	1,144.00	176
Trading employees	-	0.25	-	-	-	0.25	123.75	495
Trading customers	-	-	-	0.10	-	0.10	22.00	220
Sub-total Trading	-	0.25	-	7.65	-	7.90	1,531.25	194
Creditors								
Chargeholders	3.65	2.50	57.90	9.58	-	73.63	25,374.29	345
Employees, Pensions & RPS	-	-	-	2.77	4.03	6.80	1,045.66	154
Unsecured creditors (exc. Staff)	2.15	15.05	6.83	29.87	11.92	65.82	19,098.85	290
Sub-total Creditors	5.80	17.55	64.73	42.22	15.95	146.25	45,518.80	311
Total of all hours	61.87	133.88	188.62	352.80	39.37	776.53		
Total of all £	36,782.98	66,112.56	61,245.06	80,711.59	4,133.50		248,985.69	
Average rate	594.56	493.81	324.71	228.77	105.00			321

Glenside	Partner	Director & Associate Director	Manager	Other Professionals	Support	Total	Cost	Average rate
	Hours	Hours	Hours	Hours	Hours	Hours	£	£/hr
Administration & planning								
Statutory & Regulatory	2.00	10.17	30.42	56.23	12.85	111.67	30,175.40	270
Closure (fixed fee)	-	-	-	-	-	-	-	-
Case administration	25.18	32.50	28.32	63.58	4.82	154.40	54,447.13	353
Post appointment AML	-	-	-	0.57	0.15	0.72	146.09	204
Sub-total Administration & planning	27.18	42.67	58.73	120.38	17.82	266.78	84,768.62	318
Investigations								
Directors	-	-	-	0.78	1.67	2.45	347.33	142
Records and investigations	10.40	15.53	12.58	15.85	0.10	54.47	21,343.34	392
Court applications (procedural and investigatory)	-	-	-	6.37	-	6.37	1,427.67	224
Sub-total Investigations	10.40	15.53	12.58	23.00	1.77	63.28	23,118.34	365
Realisation of assets								
Leasehold property assets	-	-	0.68	-	-	0.68	228.91	335
Other assets	-	3.50	27.93	15.12	2.95	49.50	14,224.12	287
Tax assets	-	-	-	-	-	-	-	-
Business sale	-	-	-	0.40	0.10	0.50	98.50	197
Legal actions (civil recoveries)	-	0.25	19.63	21.85	-	41.73	11,369.56	272
Sub-total Realisation of assets	-	3.75	48.25	37.37	3.05	92.42	25,921.09	280
Trading								
Trading employees	-	0.25	-	-	-	0.25	123.75	495
Trading compliance	-	-	-	0.15	-	0.15	34.50	230
Sub-total Trading	-	0.25	-	0.15	-	0.40	158.25	396
Creditors								
Chargeholders	2.00	2.00	51.25	4.35	-	59.60	20,436.21	343
Employees, Pensions & RPS	-	-	0.27	14.62	2.17	17.05	3,665.14	215
Unsecured creditors (exc. Staff)	0.55	0.25	4.63	10.85	13.90	30.18	5,831.57	193
Sub-total Creditors	2.55	2.25	56.15	29.82	16.07	106.83	29,932.92	280
Total of all hours	40.13	64.45	175.72	210.72	38.70	529.72		
Total of all £	23,534.18	31,648.27	56,646.83	48,006.44	4,063.50		163,899.22	

V Staffing, charging, subcontractor, and adviser policies and charge out rates

Detailed below are:

- Evelyn Partner LLP's policies in relation to:
 - Staff allocation and the use of subcontractors
 - Expense recovery
- Evelyn Partners LLP's current charge out rates

Our general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the case team will usually consist of a partner and a partner or director or associate director or consultant as joint officeholders, 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. The charge out rate schedule below provides details of all grades of staff and their experience level. We delegate tasks to suitable grades of staff, taking into account their experience and any specialist knowledge that is needed, and we supervise them properly to maximise the cost effectiveness of the work done. Anything complex or important matters of exceptional responsibility are handled by our senior staff or us.

All of our staff who work on the case (including our cashiers (which is centralised in London), support and secretarial staff) charge time directly to the assignment and are included in any analysis of time charged. Each grade of staff has an hourly charge-out rate which is reviewed from time to time. Time up to 31 July 2020 is recorded in units representing 3 minutes or multiples thereof. From 1 August 2020 time is recorded in 1-minute units or multiples thereof. The minimum time chargeable is one minute. We do not charge general or overhead costs.

It may be necessary to utilise staff from both the regional and London offices, subject to the specific requirements, eg, geographical location, of individual cases.

This case is predominantly being conducted from the London office.

We may use subcontractors to perform work which might ordinarily be carried out by us and our staff where it is cost effective to do so and/or where the specific expertise offered by the subcontractor is required.

Details of any subcontractors' services utilised in the period covered by this report are set out in appendix V.

We select professional advisers such as agents and solicitors on the basis of balancing a number of factors including:

- The industry and/or practice area expertise required to perform the required work.
- The complexity and nature of the assignment.
- The availability of resources to meet the critical deadlines in the case.
- The charge out rates or fee structures that would be applicable to the assignment.
- The extent to which we believe that the advisers in question can add best value and service to the assignment.
- The expertise and experience of the service provider;
- The provider holds appropriate regulatory authorisations; and

- The professional and ethical standards applicable to the service provider.

Arrangements will be reviewed periodically to ensure that best value and service continue to be obtained.

External professional advisers are third party entities. The insolvency practitioners and their firm do not have any association with any external provider of services and therefore they do not fall within the definition of an associate as defined in Section 435 of the Insolvency Act 1986 and in Statement of Insolvency Practice 9. Payments to external professional advisers for the services they provide are therefore not a category 2 expense as defined in Statement of Insolvency Practice 9 and therefore do not require prior approval from the committee or creditors.

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

Category 2 expenses 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.

Since 7 July 2012 Evelyn Partners LLP's policy is to recover only one type of Category 2 expense, namely business mileage at HMRC's approved mileage rates at the relevant time. Current mileage rates are 45p per mile plus 5p per passenger per mile. Prior to 7 July 2012 approval may have been obtained to recover other types of Category 2 expenses.

Details of any Category 2 expenses incurred and/or recovered in the administration are set out in the body of this report.

A schedule of Evelyn Partners LLP's charge out rates was issued to creditors at the time the basis of the administrators' remuneration was approved.

The rates applicable to this appointment are set out below. Changes to the charge out rates during the administration were applied with effect from 1 October 2020.

Evelyn Partners LLP	London	Regional
Restructuring & Recovery Services	Office	Offices
Charge out rates from 1 July 2020	£/hr	£/hr
Partner / Director	495-570	396-456
Associate Director	380-465	372
Managers	285-400	228-320
Other professional staff	125-465	152-204
Support & secretarial staff	105	84

Evelyn Partners LLP	London	Regional
Restructuring & Recovery Services	Office	Offices
Charge out rates from 1 July 2021	£/hr	£/hr
Partner	590-610	480
Director / Associate Director	395-530	395-415
Managers	290-430	240-335
Other professional staff	130-280	160-215
Support & secretarial staff	100-120	90

Evelyn Partners LLP	London	Regional
Restructuring & Recovery Services	Office	Offices
Charge out rates from 1 July 2022	£/hr	£/hr
Partner	650-670	528
Director / Associate Director	420-570	410-455
Managers	280-460	230-370
Other professional staff	205-300	165-240
Support & secretarial staff	100-120	88

Notes

1. Up to 31 July 2020 time is recorded in units representing 3 minutes or multiples thereof. From 1 August 2020 time is recorded in 1-minute units or multiples thereof.
2. It may be necessary to utilise staff from both regional and London offices, subject to the requirements of individual cases.
3. The firm's cashiering function is centralised and London rates apply. Up to 31 July 2020 the cashiering function time is incorporated within 'Other professional staff' rates. Following a change to our time reporting software, from 1. August 2020 the cashiering function time continues to be reported according to the seniority of staff undertaking the work in our time analyses and is split between 'Other professional staff', 'Managers' and 'Associate Director'.
1. Partner includes a consultant acting as an office-holder or in an equivalent role.

Evelyn Partners LLP	London office
Corporate Tax	£/hr
Charge out rates from 1 January 2022	

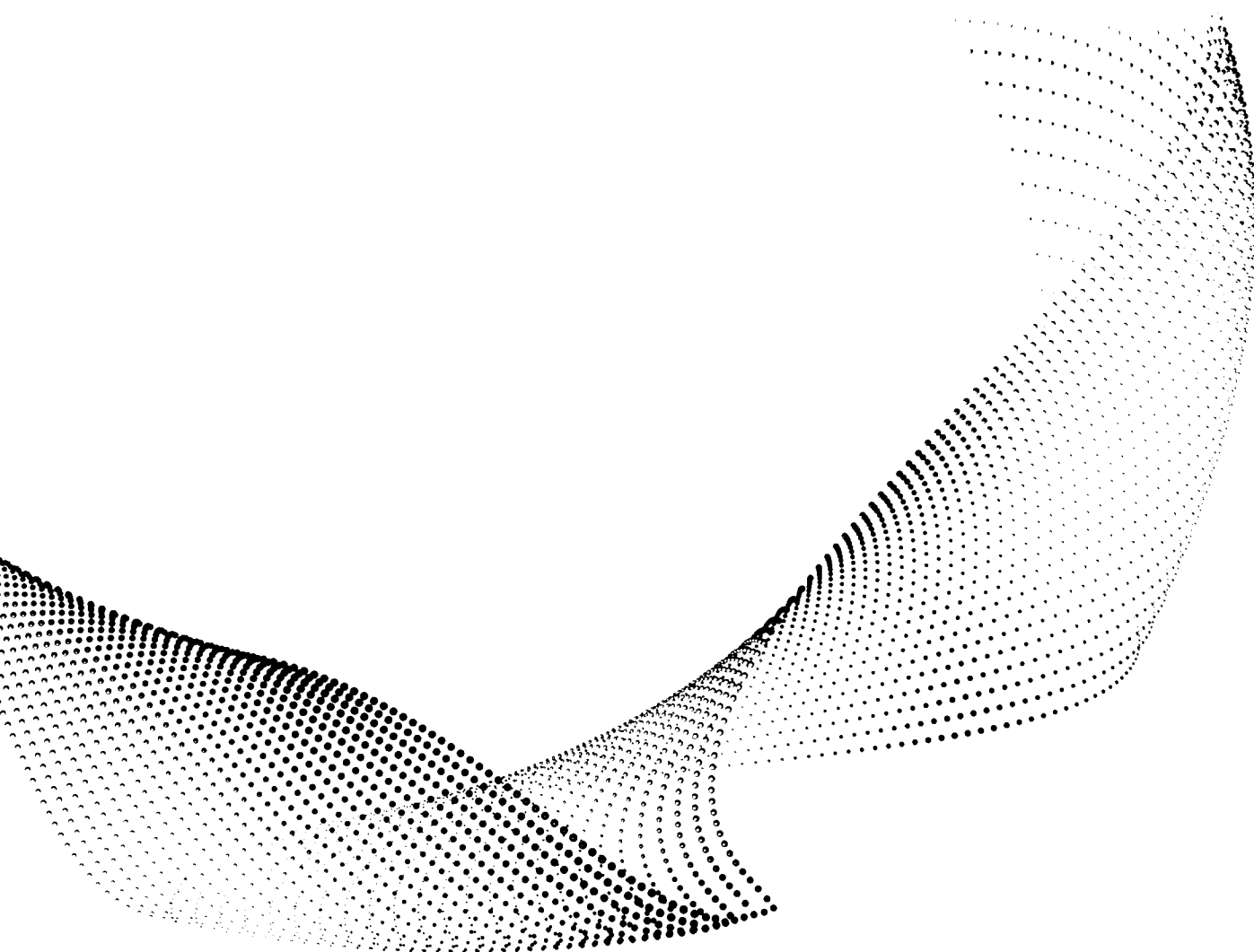
Partner / Director	590-950
Associate Director	430-535
Managers	230-460
Other professional staff	105-245
Support & secretarial staff	60-75

Evelyn Partners LLP	London office
Corporate Tax	£/hr
Charge out rates from 1 July 2021	

Partner / Director	550-890
Associate Director	400-500
Managers	215-430
Other professional staff	95-230
Support & secretarial staff	55-70

Evelyn Partners LLP	London office
Corporate Tax	£/hr
Charge out rates from 1 July 2020	

Partner / Director	625-740
Associate Director	500
Managers	270-430
Other professional staff	95-230
Support & secretarial staff	65



www.evelynpartners.com

Principal offices: London, Belfast, Birmingham, Bristol, Cheltenham, Dublin, Glasgow, Guildford, Jersey, Salisbury and Southampton.

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