

LIQ03

Notice of progress report in voluntary winding up



Companies House

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

1 Company details

Company number 0 8 6 2 4 5 7 2

Company name in full Push Dr Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Kerry

Surname Bailey

3 Liquidator's address

Building name/number 3 Hardman Street

Street Spinningfields

Post town Manchester

County/Region

Postcode M 3 3 A T

Country

4 Liquidator's name ①

Full forename(s) Christopher

Surname Marsden

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number Bridgewater House

Street Counterslip

Post town Bristol

County/Region

Postcode B S 1 6 B X


Country

② Other liquidator

Use this section to tell us about
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

6	Period of progress report											
From date	^d 0	^d 1	^m 1	^m 2	^y 2	^y 0	^y 2	^y 2				
To date	^d 3	^d 0	^m 1	^m 1	^y 2	^y 0	^y 2	^y 3				
7	Progress report											
	<input checked="" type="checkbox"/> The progress report is attached											
8	Sign and date											
Liquidator's signature	<div>Signature</div> <div>  </div>											
Signature date	^d 1	^d 2	^m 0	^m 1	^y 2	^y 0	^y 2	^y 4				

**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 Philip Jordan

Company name BDO LLP

Address 5 Temple Square

Temple Street

Post town Liverpool

County/Region

Postcode L 2 5 R H

Country

DX

Telephone +44 (0) 1512 374 500

**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

Push Dr Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £	From 01/12/2022 To 30/11/2023 £	From 01/12/2022 To 30/11/2023 £
ASSET REALISATIONS		
Contribution to utility costs	28,412.10	28,412.10
Bank Interest Gross	14,924.40	14,924.40
Transfer from Administration	1,259,822.20	1,259,822.20
	<u>1,303,158.70</u>	<u>1,303,158.70</u>
COST OF REALISATIONS		
Legal Fees & Expenses	3,796.00	3,796.00
Square Health Commission	2,735.10	2,735.10
Printing & Postage	454.35	454.35
Statutory Advertising	190.00	190.00
Rents Payable	32,240.81	32,240.81
Utility Costs	28,412.10	28,412.10
Insurance & Service Charge	10,992.10	10,992.10
Bank Charges	30.00	30.00
	<u>(78,850.46)</u>	<u>(78,850.46)</u>
	<u>1,224,308.24</u>	<u>1,224,308.24</u>
REPRESENTED BY		
Vat Input		37,280.88
Bank 2 Current		1,112,775.19
Trade Creditors		0.39
Vat Output		(5,682.42)
Vat Control Account		79,934.20
		<u>1,224,308.24</u>

Push Dr Limited
In Creditors' Voluntary Liquidation
Joint Liquidators' progress report from
1 December 2022 to 30 November 2023

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Glossary of terms

Abbreviation or term	Meaning
'Act'	Insolvency Act 1986
'Hill Dickinson'	Hill Dickinson LLP
'HMRC'	HM Revenue & Customs
'Joint Liquidators' or 'we'	Kerry Bailey and Christopher Marsden
'net property'	Floating charge realisations after costs and payment of preferential and secondary preferential creditors in full
'Period'	1 December 2022 to 30 November 2023
'preferential creditors'	Claims for unpaid wages earned in the four months prior to Liquidation up to £800, holiday pay and unpaid pension contributions in certain circumstances
'Prescribed Part'	Where a company has granted a floating charge after 15 September 2003, under Section 176A of the Act a proportion of the net property available to a QFCH is set aside for the unsecured creditors of that company
'QFCH'	Qualifying Floating Charge Holder
'Report'	Prepared in accordance with Rules 18.3 and 18.7 of the Rules
'Rules'	Insolvency (England and Wales) Rules 2016
'Savills'	Savills UK Limited
'secondary preferential creditors'	Where a company enters into Liquidation on or after 1 December 2020 (and where any preceding Administration commenced on or after 1 December 2020), claims for unpaid VAT, PAYE deductions, Employee National Insurance Contributions (NICs) deductions, student loan repayment deductions and amounts withheld under the construction industry scheme
'secured creditors'	Creditors whose debt is secured, in accordance with Section 248 of the Act
'the Company'	Push Dr Limited
'the Purchaser'	Square Health Limited
'unsecured creditors'	Creditors who are neither secured nor preferential

Key information

Background

Kerry Bailey and Christopher Marsden were appointed Joint Liquidators of the Company on 1 December 2022. The Company was previously in Administration.

Purpose of the Report

This is the annual Report for the period from 1 December 2022 to 30 November 2023.

The main purpose of the Report is to provide you with an update on the progress of the Liquidation during the Period.

The Report can be reviewed in conjunction with all other reports regarding this Liquidation and the preceding Administration, on the brportal.bdo.co.uk portal.

Return to creditors

The table below summarises the anticipated outcome for creditors, based on our current understanding of the case. Please note these figures may be subject to change.

Class of creditor	Current estimate	Previous estimate
Secured creditors	N/A	N/A
Preferential creditors	100p in the £	100p in the £
Secondary preferential creditors	100p in the £	100p in the £
Unsecured creditors ¹	3p in the £	3p in the £

1. The current estimate includes dividends to be paid. The Prescribed Part does not apply in the Liquidation.

What creditors need to do

The Joint Liquidators are seeking decisions from the Company's creditors in relation to the establishment of a liquidation committee and the approval of the basis of the Joint Liquidators' remuneration.

Notice of a decision by correspondence procedure is attached at Appendix G. In order to vote, please complete the following:

- Voting form - Appendix H; and
- Proof of debt form (if not previously submitted) - Appendix I.

Please return the above forms by post to Abby Lalor, Business Restructuring, BDO LLP, 5 Temple Square, Temple Street, Liverpool, L2 5RH or via email to BRCMTNorthandScotland@bdo.co.uk on or before 8 February 2024, the Decision Date.

If you have any queries regarding the fees estimate or need any assistance in completing the voting form, please contact Abby Lalor on +44 (0)161 817 7656.

Creditors' rights

An overview of the rights of creditors are detailed in Appendix B.

Contact details

Contact: Abby Lalor
Business Restructuring, BDO LLP, 5 Temple Square, Temple Street, Liverpool, L2 5RH
Tel: +44 (0)161 817 7656
Email: BRCMTNorthandScotland@bdo.co.uk
Reference: 00422896

Progress in the period

Asset realisations

The receipts and payments account attached at Appendix C details the asset realisations during the Period.

Contribution to utility costs

As previously reported, a licence to occupy was granted to the Purchaser for the leasehold property at Arkwright House, Parsonage Gardens, Manchester, M3 2LF for a period of six months.

During the Period, £28,412 has been received from the Purchaser in relation to outstanding utility charges whilst the Purchaser was in occupation. We do not anticipate there will be any further realisations in relation to contributions to utility costs.

Bank interest gross

A total of £14,924 has been received during the Period in relation to bank interest.

Transfer from Administration

The Administration report documented funds in hand of £1,303,006 as at 16 November 2022.

During the period between the final Administration report dated 17 November 2022, to the date of the transfer of funds to the Liquidation account on 2 December 2022, there was a receipt of interest and two payments made which are detailed below.

Funds of £757 were received in relation to gross interest and outstanding Joint Administrator fees of £43,682 and disbursements of £260 were paid.

Funds of £1,259,822 were subsequently transferred to the Liquidation bank account on appointment.

The Joint Liquidators do not anticipate any further funds will be received relating to the Administration period.

Debtors

The Company had a debtor ledger of £643,054 at the date of the Administration appointment. To date £485,340 has been collected, and £74,548 has been written off as the debt should not have been invoiced or was not owed due to the services not being received.

An outstanding amount of £82,166 is owed by six parties and we have instructed our lawyers, Hill Dickinson, to assist with debt collection proceedings to recover the outstanding amounts owed. Letters before action were issued to the respective debtors on 28 November 2023.

The Joint Liquidators are continuing to pursue the outstanding book debts during the Liquidation. The quantum and timing of further recoveries is unknown at this stage.

Corporation tax reliefs

The Company was loss-making for the entire period of trading and therefore there are no available claims or reliefs for the benefit of creditors.

Investigations

The Joint Liquidators have a duty to investigate the affairs of the Company and conduct of the director.

A report was submitted by the Joint Administrators in the preceding Administration to the disqualification unit of the Department for Business, Energy & Industrial Strategy. No further matters were identified by the Joint Liquidators which required a further submission.

However, following a review of the Company's records, the Joint Liquidators have identified certain transactions made by the Company which require further investigation. The Joint Liquidators have issued correspondence to the respective party in relation to the transactions and are awaiting further information.

The Joint Liquidators cannot comment further on this transaction at this time so as not to prejudice the ongoing investigation.

Distributions to creditors

Secured creditors

There are no known secured creditors in this Liquidation.

Preferential creditors

All employees were transferred to the Purchaser. As such, the only anticipated claim is in relation to outstanding pension contributions of c£17,000.

We have engaged ERA Solutions Limited, experienced employment specialists, to submit the claim on behalf of the Company's former employees.

As detailed in the return to creditors section of the Report, it is anticipated that a dividend will be paid to preferential creditors and payment is anticipated to be made within the next few months.

Secondary preferential creditors

As detailed in the return to creditors section of the Report, it is anticipated that a dividend will be paid to the secondary preferential creditors.

The Company's records indicated HMRC were owed £610,000 at the date of appointment in relation to outstanding VAT, PAYE and national insurance contributions. As previously reported, set off has been exercised by HMRC against an accepted R&D tax reclaim (£528,561) in relation to a large proportion of the potential claim. A subsequent claim of £223,391 has been received from HMRC, of which £174,265 is preferential. It is anticipated that a dividend will be paid in the next few months.

Prescribed Part

At the date of appointment, the Company had no outstanding floating charge security granted after 15 September 2003 and therefore the Prescribed Part will not apply in this Liquidation.

Unsecured creditors

Unsecured creditors' claims totalling £19,529,854 have been received to date.

As detailed in the return to creditors section of the Report, it is anticipated that a dividend of 3p in the pound will be paid to unsecured creditors. Following payment of the preferential dividend, it is anticipated a dividend will be paid to unsecured creditors within the next 12 months.

Other matters

In addition to the above matters, we have dealt with all statutory matters required by legislation and administrative work incidental to our duties as Joint Liquidators in this Liquidation.

Joint Liquidators' remuneration

It is proposed that the remuneration of the Joint Liquidators is approved on a time costs basis in accordance with the fees estimate totalling £167,558 at Appendix F.

During the Period, time costs of £45,039 were incurred over 160 hours at an average rate of £282 per hour.

A detailed report of the time costs incurred by the Joint Liquidators and a narrative of the work done during the Period is attached in Appendix D. No Liquidators' fees have been drawn to date.

Creditors are required to approve the basis of the remuneration of the Joint Liquidators.

If a liquidation committee is established, it will be a role of the liquidation committee to approve the above.

Joint Liquidators' expenses

It is proposed that the Joint Liquidators be authorised to draw mileage based on the scale approved by HM Revenue & Customs, currently 45p per mile, as an expense of the Liquidation.

Creditors are required to approve that the above expenses ('category 2 expenses') be drawn from the Liquidation estate.

If a liquidation committee is established, it will be a role of the liquidation committee to approve the above.

The expenses which the Joint Liquidators estimate will be incurred in the Liquidation are detailed in the expenses estimate attached at Appendix F.

Expenses paid during the Period are detailed in the receipts and payments account at Appendix C.

A breakdown of expenses incurred is set out in Appendix E.

Future actions

The following matters will be undertaken before the Joint Liquidators can conclude the Liquidation:

Actions to be taken:

Asset realisations

- Book debt collection - Continue to collect outstanding book debts with assistance from Hill Dickinson. Finalise the debtor position including documenting any book debts which are not collectable
- Investigation - As discussed above, the Joint Liquidators have identified certain transactions made by the Company which require further investigation. Future actions include liaising with the respective party in relation to the transactions and reviewing any responses received. Further work may be necessary once responses are received

Statutory requirements

- Prepare a corporation tax return for the period 1 December 2022 to 30 November 2023 and any subsequent tax periods during the Liquidation
- Prepare a VAT426 return to recover outstanding VAT
- Prepare and circulate statutory progress reports to creditors

Creditors

Preferential creditors dividend

- Issue a notice of intended dividend and make a distribution to the preferential creditors including liaising with ERA Solutions regarding the submission of the claim for outstanding pension contributions.
- Review and agree preferential claims
- Issue notice of declaration of dividend to preferential creditors
- Payment of preferential dividends.

Unsecured creditors dividend

- Issue a notice of intended dividend to unsecured creditors
- Advertise notice of intended dividend
- Review correspondence and claims from unsecured creditors and adjudicate on each claim
- Respond to unsecured creditor correspondence
- Issue notice of declaration of dividend to unsecured creditors
- Payment of unsecured creditor dividends

Closure matters

- The preparation of the final statutory report to creditors
 - Dealing with any unclaimed dividends
 - Dealing with company records storage requirements
 - Any other general case closure matters
-

Appendix A

Statutory information

Information

Company name	Push Dr Limited
Company registration number	08624572
Registered office	C/O Bdo LLP 5 Temple Square, Temple Street, Liverpool, L2 5RH
Date of appointment	1 December 2022
Joint Liquidators	<p>Kerry Bailey Christopher Marsden</p> <p><i>Under the provisions of section 231 of the Act the Joint Liquidators carry out their functions jointly and severally meaning any action can be done by one Liquidator or by both of them.</i></p> <p>Christopher Marsden retired from BDO in November 2023</p>
Joint Liquidators' address	BDO LLP, 3 Hardman Street, Spinningfields, Manchester, M3 3AT
Data Control and GDPR	<p>Kerry Bailey and Christopher Marsden are authorised to act as Insolvency Practitioners by the Institute of Chartered Accountants in England and Wales in the UK. The Joint Liquidators are Data Controllers as defined by the General Data Protection Regulations. BDO LLP will act as Data Processor on the instruction of the Data Controllers. Personal data will be kept secure and processed only for matters relating to the Liquidation of Push Dr Limited. Please see the privacy statement at https://www.bdo.co.uk/en-gb/privacy-notice/insolvencies</p>

Appendix B

Creditors' rights

Within 21 days of receipt of the Report (1) a secured creditor, (2) an unsecured creditor with the concurrence of at least 5% in value (including the creditor in question) of the unsecured creditors; or (3) any unsecured creditor with the permission of court, may request in writing that the Joint Liquidators provide further information about their remuneration or expenses which are itemised in the Report.

Within 14 days of receipt of the request, the Joint Liquidators must provide all of the information asked for, unless they think that:

- the time or cost in preparing the information would be excessive, or
- disclosure of the information would be prejudicial to the conduct of the Liquidation or might reasonably be expected to lead to violence against any person, or
- the Joint Liquidators are subject to confidentiality obligations in respect of the information.

The Joint Liquidators must give reasons for not providing all of the requested information.

Any secured creditor or an unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors may, within eight weeks of receipt of the Report, make an application to court that the basis fixed for the Joint Liquidators' remuneration, the remuneration charged, or the expenses incurred by the Joint Liquidators, as set out in the Report, are excessive.

Copies of BDO LLP's charging and expenses policy, 'A Creditors' Guide to Liquidators' Fees' and information on the rights, duties and functions of a liquidation committee are available at <https://www.bdo.co.uk/en-gb/insights/advisory/business-restructuring/creditors-guides>.

The Insolvency Service has established a central gateway for considering complaints in respect of Insolvency Practitioners. In the event that you make a complaint to us but are not satisfied with the response, then you should visit <https://www.gov.uk/complain-about-insolvency-practitioner> where you will find further information on how you may pursue the complaint.

The Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to this Liquidation. A copy of the code can be found at <https://www.icaew.com/technical/ethics/icaew-code-of-ethics/icaew-code-of-ethics>.

Appendix C

Receipts and payments account

Push Dr Limited
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £	From 01/12/2022 To 30/11/2023 £	From 01/12/2022 To 30/11/2023 £
ASSET REALISATIONS		
Contribution to utility costs	28,412.10	28,412.10
Bank Interest Gross	14,924.40	14,924.40
Transfer from Administration	1,259,822.20	1,259,822.20
	<u>1,303,158.70</u>	<u>1,303,158.70</u>
COST OF REALISATIONS		
Legal Fees & Expenses	3,796.00	3,796.00
Square Health Commission	2,735.10	2,735.10
Printing & Postage	454.35	454.35
Statutory Advertising	190.00	190.00
Rents Payable	32,240.81	32,240.81
Utility Costs	28,412.10	28,412.10
Insurance & Service Charge	10,992.10	10,992.10
Bank Charges	30.00	30.00
	<u>(78,850.46)</u>	<u>(78,850.46)</u>
	<u>1,224,308.24</u>	<u>1,224,308.24</u>
REPRESENTED BY		
Vat Input		37,280.88
Bank 2 Current		1,112,775.19
Trade Creditors		0.39
Vat Output		(5,682.42)
Vat Control Account		79,934.20
		<u>1,224,308.24</u>

Appendix D

Joint Liquidators' remuneration

Time costs of £45,039 have been incurred during the Period and a breakdown is detailed below, together with details of the work undertaken.

Activity	Partner	Director	Senior manager	Manager	Senior executive	Executive	Total hours	Time costs £	Av. Rate £
Steps on appointment	-	-	3.20	-	1.35	4.00	8.55	1,795.80	210.04
Planning and strategy	3.75	-	3.75	3.90	5.25	1.25	17.90	7,203.65	402.44
General administration	0.10	-	2.40	8.35	25.10	12.00	47.95	8,457.00	176.37
Assets	-	3.35	5.70	3.00	9.20	0.15	21.40	7,887.55	368.58
Investigations	-	2.20	1.00	11.15	3.90	-	18.25	6,558.50	359.37
Employees and pensions	-	0.25	-	-	2.00	-	2.25	612.15	272.07
Creditors	-	1.95	3.85	1.75	16.80	8.45	32.80	6,929.35	211.26
Post appointment taxation	2.50	-	1.95	1.00	4.75	0.30	10.50	5,594.65	532.82
TOTAL	6.35	7.75	21.85	29.15	68.35	26.15	159.60	45,038.65	282.20

Steps on appointment

- Case set up
- Initial statutory notifications and advertisements

Planning and strategy

- Case reviews
- Internal meetings and discussions regarding strategy and progression of the Liquidation
- Review of case progression and asset recovery strategy

General administration

- Ongoing maintenance and reconciliation of the Liquidation bank account and other cashiering functions
- Dealing with general queries

Assets

- Review of outstanding debtors upon commencement of Liquidation.
- Liaising with Hill Dickinson regarding collection of outstanding trade debtors
- Reviewing and dealing with debtor correspondence

Investigations

- Actions undertaken in relation to the identification of certain transactions made by the Company which require further investigation including review of bank statements, review of Company records and requesting further information from the respective parties

Employees and pensions

- Liaising with ERA Solutions Limited regarding employee matters and collating information
- Notifications to the Pensions Regulator
- Processing of information for the payment of a preferential dividend

Creditors

- Processing of creditors' claim forms and entering onto IPS
- Identifying whether additional supporting evidence is required
- Dealing with creditor enquiries
- Adjudicating on unsecured creditor claims

The current charge out rates per hour of staff within the firm who may be involved in working on the Liquidation are as follows:

Grade	£
Partner	745
Director	417-834
Senior Manager	347-694
Manager	190-507
Senior Executive	152-354
Executive	93-186
BDO LLP tax department (max)	1,304

Appendix E

Joint Liquidators' expenses

The Joint Liquidators' expenses incurred and paid are detailed below.

	Estimated	Incurred in Period 01/12/2022 to 30/11/2023 £	Total Incurred 01/12/2022 to 30/11/2023 £	Total Paid 01/12/2022 to 30/11/2023 £
Category 1				
Legal Fees & Expenses	15,000.00	3,796.00	3,796.00	3,796.00
Square Health Commission	2,735.10	2,735.10	2,735.10	2,735.10
Printing & Postage	1,000.00	454.35	454.35	454.35
Statutory Advertising	190.00	190.00	190.00	190.00
Bank Charges	100.00	30.00	30.00	30.00
*Data protection fee	80.00	40.00	40.00	0.00
Agents Fees - ERA Solutions Limited	1,125.00	0.00	0.00	0.00
<i>Property related costs</i>				
Rents Payable	32,240.81	32,240.81	32,240.81	32,240.81
Utility Costs	28,412.10	28,412.10	28,412.10	28,412.10
Insurance & Service Charge	10,991.10	10,992.10	10,992.10	10,992.10

*included within disbursements but not yet paid from the case.

Legal Fees & Expenses

Hill Dickinson have been paid £3,796 in relation to legal advice received in dealing with the surrender of the leasehold property, negotiations with the landlord and providing general legal advice during the Period. Further legal fees are expected to be incurred in relation to work undertaken by Hill Dickinson to assist with the collection of the debtors.

Agent Fees & Expenses

ERA Solutions Limited are experienced employment specialists who have been engaged to submit the claim on behalf of the Company's 96 former employees. We expect to incur costs of £75 plus VAT per employee claim to submit the RP15 on behalf of the Joint Liquidations.

The other expenses shown are self-explanatory, however we would specifically comment on the following expenses which were incurred and paid in the Period:

Debt collection costs - Square Health Commission

As previously reported, the Purchaser agreed to assist the Joint Liquidators during the Administration period with the collection of the outstanding book debts for a 15% commission fee based on the total debts collected.

The Purchaser has been paid a fee of £2,375 in relation to book debt collections during the Administration Period. The agreement the Purchaser was terminated on 5 October 2022 and no further costs are expected to be incurred or paid in the Liquidation.

Property related costs

Utility costs, Rent, Service Charge and Insurance

Savills have been paid £71,645 in relation to outstanding utility, rent, service charge and insurance costs incurred during the Administration Period. Savills are the property agents acting on behalf of the landlord.

A licence to occupy the leasehold property was granted to the Purchaser for a period of up to six months.

Funds were received from the Purchaser during the Period to settle the outstanding utility costs and funds to settle the remainder of the balance in relation to rent, insurance and service charge were received from the Purchaser during the preceding Administration.

As reported in prior reports, the Purchaser has now vacated the property and no further costs are expected to be incurred or paid during the remainder of the Liquidation.

A breakdown of the costs paid during the Period are shown in the table below:

Type of cost	Amount paid
Rent Payable	32,240.81
Utility costs	28,412.10
Insurance & Service charge	10,992.10
Total	71,645.01

Appendix F

Fees and expenses estimate as at 30 November 2023

1	Joint Liquidators' remuneration	Total hours	Average rate £	Estimated time costs £	Incurred to date £
	Steps on appointment	9.15	206.23	1,887.00	1,795.80
	Planning and strategy	31.90	369.68	11,792.65	7,203.65
	Statutory reporting and decisions	98.10	240.93	23,635.45	-
	General administration	106.45	187.26	19,933.40	8,457.00
	Assets	53.75	352.39	18,941.15	7,887.55
	Investigations	34.75	355.47	12,352.50	6,558.50
	Employees and pensions	33.75	277.74	9,373.65	612.15
	Creditors	169.65	215.67	36,588.45	6,929.35
	Post appointment taxation	34.25	318.22	10,898.90	5,594.65
	Closure	102.50	216.15	22,155.00	-
	TOTAL	674.25	248.51	167,558.15	45,038.65

2	Joint Liquidators' category 1 expenses	Estimated £	Incurred to date £
2.1	Legal fees and expenses	15,000.00	3,796.00
2.2	Agents' fees	1,125.00	0.00
2.3	Other expenses		
	Bonding	0.00	0.00
	Advertising	190.00	190.00
	Square Health Commission	2,735.10	2,735.10
	Printing and postage	1,000.00	454.35
	Bank Charges	100.00	30.00
	Property related costs - rent payable	32,240.81	32,240.81

Property related costs - utility costs	28,412.10	28,412.10
Property related costs - Insurance & Service charges	10,992.10	10,992.10
Data protection fees	80.00	40.00

1 Joint Liquidators' remuneration

The above fees (remuneration) estimate is based on the information currently available. Assuming that there are no major unanticipated factors, we would expect that the Joint Liquidators' remuneration may be lower than the estimate. Where applicable, all remuneration and expenses will be subject to VAT at the prevailing rate.

The current hourly charge out rates are detailed in Appendix D.

In addition to the work detailed in Appendix D, the following work is expected to be undertaken.

Steps on appointment

- Case set up
- Initial statutory notifications and advertisements

Planning and strategy

- Case reviews
- Internal meetings and discussions regarding strategy and progression of the Liquidation
- Preparation and review of strategy documents including estimated outcome statements
- Review of case progression and asset recovery strategy

Statutory reporting and decisions

- Preparation of the fees and expenses estimate
- Obtaining remuneration approval
- Preparation and delivery of the annual progress reports

The fees estimate has been prepared on the basis that a liquidation committee is not established. If a liquidation committee is established there will be additional reporting and it may be necessary to seek further fee approval.

In estimating costs in respect of reporting we have formed a view of the duration of the case and estimated how many reports will be required. These activities do not contribute to the financial outcome for creditors, they are statutory duties imposed by the relevant legislation. However, they do contribute to the creditors' understanding of the work being undertaken on their behalf.

General administration

- Ongoing maintenance and reconciliation of the Liquidation bank account and other cashiering functions
- Dealing with general queries

Assets

- Continue to chase collection of trade debtors and liaising with lawyers regarding collection of the debts
- Finalising the debtor position including documenting any book debts uncollected

Investigations

- Completion of investigation including liaising with the respective party in relation to the transactions, reviewing any responses received and any further work necessary

Employees and pensions

- Liaising with ERA Solutions Limited regarding employee matters and collating of information
- Notifications to the Pensions Regulator
- Processing of information for the payment of a preferential dividend

Creditors

- Processing of creditors' claim forms and entering onto IPS
- Identifying whether additional supporting evidence is required
- Dealing with creditor enquiries
- Claim adjudication for preferential and unsecured creditors
- Issuing notice of intended dividends to preferential and unsecured creditors
- Calculation, declaration and payment of the preferential dividend
- Calculation, declaration and payment of the unsecured dividend

Based on current information, preferential creditors will be repaid in full and unsecured creditors will receive a dividend of 3p in the pound.

To estimate costs in respect of administering creditor claims we consider the volume of known creditors and the nature of the Company's business. We understand from available records that there are 163 unsecured creditors and 96 preferential creditors.

No provision has been made to deal with any applications to court brought by creditors in respect of their claims. If we are required to deal with these, it may be necessary to seek further fee approval.

Post appointment taxation

- Preparation of corporation tax returns for the period 1 December 2022 onwards
- Preparation of VAT 426 returns to recover outstanding VAT

Closure

- Closure planning
 - Preparation and delivery of the final account
 - Statutory notifications
 - Closure administration including any other general case closure matters
-

2 Joint Liquidators' category 1 expenses

These are expenses relating directly to the case incurred by an independent third party.

Creditor approval is not required to pay these expenses which will be charged to the case at cost.

2.1 Legal fees and expenses

Hill Dickinson have been paid £3,796 in relation to work undertaken during the Administration Period in relation to legal advice in dealing with the surrender of the leasehold property, negotiations with the landlord and providing general legal advice during the Administration.

Further legal fees of £5,000 are anticipated to be incurred in relation to work undertaken by Hill Dickinson to assist with the collection of the debtors.

A contingency estimate of £6,000 has been included should any further work need to be undertaken regarding the ongoing investigation and should any further employment tribunal claims be submitted by former employees.

2.2 Agents' fees - employee claims

For cost effectiveness, the preparation and submission of the RP15 claim is sub-contracted to ERA Solutions Limited who are experienced specialists in this area.

The following work will be undertaken:

- Liaising with employees regarding any queries they may have relating to their preferential dividend claim
- Liaising with the Insolvency Service regarding employee claims and providing all the statutory information necessary including submission of RP15 claims for each employee
- Providing dividend calculations

It is estimated that the fee will be £1,125 plus VAT.

2.3 Other expenses

In addition to professional fees and expenses other expenses may include items such as bonding, advertising, insurance, external printing costs, couriers, travel (by public transport), land registry searches, fees in respect of swearing legal documents and storage of the Company's records.

Printing and postage of circulars may be sub-contracted to external printers who have the capacity to deal with large circulars to a volume of creditors in a timely manner.

BDO LLP

12 January 2024

Appendix G

Notice of a decision by correspondence procedure - Rule 15.8

Push Dr Limited - In Creditors' Voluntary Liquidation ('the Company')
Company registration number: 08624572

NOTICE IS GIVEN that I am proposing that the following decisions ('the Proposed Decisions') be considered by creditors of the Company ('the Creditors') by a decision by correspondence procedure:

1. That a liquidation committee be established if sufficient creditors are willing to be members.
2. That the Joint Liquidators' remuneration be approved on a time costs basis in accordance with the fees estimate totalling £167,558.15 circulated to creditors.
3. That the Joint Liquidators be authorised to draw category 2 disbursements based on the mileage scale approved by HMRC, being 45p per mile unless otherwise disclosed to creditors, as an expense of the Liquidation.

Decision Date: 8 February 2024

To vote on the Proposed Decisions please complete and return the attached voting form together with a proof of debt form (unless previously submitted) to me at the contact details below. If your voting form and completed proof of debt form are not received by me by the Decision Date your vote will not be counted.

You may also request that a physical meeting be held to consider the Proposed Decisions. If, by no later than five business days of delivery of this notice, either (i) 10% or more in value of Creditors, (ii) 10% or more in number of Creditors or (iii) 10 or more Creditors who are entitled to vote in this decision procedure request a physical meeting in writing and provide a proof of debt form (unless previously submitted), the decision by correspondence procedure will terminate and a physical meeting convened.

I must also receive any nominations for members to the liquidation committee together with a proof of debt form (unless previously submitted) by the Decision Date. Your nomination for membership to the committee will only be accepted if I am satisfied you are eligible to be a member in accordance with Rule 17.4 of the Insolvency (England and Wales) Rules 2016.

If your debt is treated as a small debt (less than £1,000), or you have opted out of receiving notices, you must still provide a proof of debt form (unless previously submitted) if voting on the Proposed Decisions, requesting a physical meeting or nominating a member for the committee.

You may apply to court to appeal any decision within 21 days of the Decision Date in accordance with Rule 15.35 of the Insolvency (England and Wales) Rules 2016.



Kerry Bailey
Joint Liquidator and Convener

Date: 12 January 2024

Contact: Abby Lalor
Business Restructuring, BDO LLP, 5 Temple Square, Temple Street, Liverpool, L2 5RH
Tel: +44 (0)161 817 7656
Email: BRCMTNorthandScotland@bdo.co.uk
Reference: 00422896

Appendix H

Voting form

Voting form

Push Dr Limited - In Creditors' Voluntary Liquidation ('the Company')

Company registration number: 08624572

Decision Date: 8 February 2024

Name of Creditor

Address

Email

PROPOSED DECISIONS - I WISH TO VOTE AS INDICATED BELOW:

***Delete as applicable**

1. That a liquidation committee be established if sufficient creditors are willing to be members.

For / Against*

2. That the Joint Liquidators' remuneration be approved on a time costs basis in accordance with the fees estimate totalling £167,558.15 circulated to creditors.

For / Against*

3. That the Joint Liquidators be authorised to draw category 2 disbursements based on the mileage scale approved by HMRC, being 45p per mile unless otherwise disclosed to creditors, as an expense of the Liquidation.

For / Against*

COMPLETE THIS SECTION ONLY IF YOU ARE SEEKING A LIQUIDATION COMMITTEE BE ESTABLISHED AND CONSENT TO BE A MEMBER OF THE COMMITTEE.

***Delete as applicable**

I consent to being a member of the liquidation committee.

Yes / No*

I wish to nominate _____ ** (insert name) to act as my representative.

***A body corporate may be a member of a committee, but it cannot act otherwise by a representative*

Signature

Name (BLOCK CAPITALS)

Authority

Dated

Please complete and return this form together with a proof of debt form (unless previously submitted) to Abby Lalor, Business Restructuring, BDO LLP, 5 Temple Square, Temple Street, Liverpool, L2 5RH or by email to BRCMTNorthandScotland@bdo.co.uk to be received no later than the Decision Date.

Notes:

A committee member may not be represented by:

- Another member of the committee
- A person who is at the same time representing another committee member
- A body corporate
- An undischarged bankrupt
- A person whose estate has been sequestrated and who has not been discharged
- A person to whom a moratorium period under a debt relief order applies
- A person who is subject to a company directors' disqualification order or a company directors' disqualification undertaking
- A person who is subject to a bankruptcy restrictions order (including an interim order), a bankruptcy restrictions undertaking, a debt relief restrictions order (including an interim order) or a debt relief restrictions undertaking.

Please also note that the Joint Liquidators cannot act as a committee member's representative.

A liquidation committee must have at least three members and no more than five members.

Appendix I

Proof of debt form

Proof of debt form

Push Dr Limited - In Creditors' Voluntary Liquidation ('the Company')

Company registration number: 08624572

Relevant date: 3 December 2021

Name of Creditor

(If a company please also give company registration number and where registered)

Address of Creditor

including email address for correspondence

Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the relevant date. £

Note: Any trade or other discounts (except discount for immediate or early settlement) which would have been available to the Company but for the insolvency proceedings should be deducted from the above claim where relevant. Where any payment is made in relation to the claim or set-off applied after the relevant date, this should be deducted.

If amount in 3 above includes outstanding uncapitalised interest please state amount. £

Particulars of how and when debt incurred

(If you need more space append a continuation sheet to this form).

Particulars of any security held, the value of the security, and the date it was given.

Particulars of any reservation of title claimed in respect of goods supplied to which the claim relates.

Details of attached documents by reference to which the debt can be substantiated.

Signature of creditor

or person authorised to act on his behalf

Name (BLOCK CAPITALS)

Dated

Position with or in relation to creditor

Address of person signing

(if different from 2 above)

Please complete and return this form to Abby Lalor, Business Restructuring, BDO LLP, 5 Temple Square, Temple Street, Liverpool, L2 5RH or by email to BRCMTNorthandScotland@bdo.co.uk.

