

AM10

Notice of administrator's progress report



Companies House

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

1 Company details

Company number 0 6 9 1 2 7 8 1

Company name in full The On-site Group Limited

→ Filling in this form
Please complete in typescript or in
bold black capitals.

2 Administrator's name

Full forename(s) Carl

Surname Jackson

3 Administrator's address

Building name/number Office D

Street Beresford House

Post town Town Quay

County/Region Southampton

Postcode S O 1 4 2 A Q

Country

4 Administrator's name ①

Full forename(s) Andrew

Surname Watling

① Other administrator
Use this section to tell us about
another administrator.

5 Administrator's address ②

Building name/number Office D

Street Beresford House

Post town Town Quay

County/Region Southampton

Postcode S O 1 4 2 A Q

Country

② Other administrator
Use this section to tell us about
another administrator.

AM10

Notice of administrator's progress report


6 Period of progress report

| | | | | | | | | | |
|-----------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--|
| From date | ^d 0 | ^d 8 | ^m 0 | ^m 1 | ^y 2 | ^y 0 | ^y 2 | ^y 1 | |
| To date | ^d 0 | ^d 7 | ^m 0 | ^m 7 | ^y 2 | ^y 0 | ^y 2 | ^y 1 | |

7 Progress report

☒ I attach a copy of the progress report

8 Sign and date

| | | | | | | | | | |
|---------------------------|-------------------|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--|
| Administrator's signature | Signature X |  | X | | | | | | |
| Signature date | ^d 3 | ^d 0 | ^m 0 | ^m 7 | ^y 2 | ^y 0 | ^y 2 | ^y 1 | |

AM10

Notice of administrator's progress report



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 | Darra McCarthy-Paul | | | | | | | | | |
| Company name | Quantuma Advisory Limited | | | | | | | | | |
| | | | | | | | | | | |
| Address | Office D | | | | | | | | | |
| | Beresford House | | | | | | | | | |
| | | | | | | | | | | |
| Post town | Town Quay | | | | | | | | | |
| County/Region | Southampton | | | | | | | | | |
| Postcode | S | O | 1 | 4 | | 2 | A | Q | | |
| Country | | | | | | | | | | |
| DX | info@quantuma.com | | | | | | | | | |
| Telephone | 02380336464 | | | | | | | | | |



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

The On-site Group Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

| Statement of Affairs £ | | From 08/01/2021 To 07/07/2021 £ | From 08/01/2020 To 07/07/2021 £ |
|------------------------------|--|---------------------------------------|---------------------------------------|
| | ASSET REALISATIONS | | |
| | Bank Interest Gross | 0.30 | 1.27 |
| 538.00 | Cash at Bank | NIL | 538.21 |
| Uncertain | Debtor | NIL | NIL |
| 31,195.00 | Intercompany debtors | NIL | 14,900.00 |
| Uncertain | Investments | NIL | 15,100.00 |
| 2,500.00 | Name / Logo | NIL | 5,000.00 |
| | | 0.30 | 35,539.48 |
| | COST OF REALISATIONS | | |
| | Accountants fees | 160.00 | 2,240.00 |
| | Agents/Valuers Fees (1) | NIL | 1,000.00 |
| | IT Assistance | NIL | 100.00 |
| | Joint Administrators' preappointment f | NIL | 2,909.00 |
| | Legal Disbursements | NIL | 226.10 |
| | Legal Fees | NIL | 83.33 |
| | Motor Expenses | NIL | 14.18 |
| | Office Holders Fees | NIL | 2,091.00 |
| | Pre Appointment Legal Fees | NIL | 14,779.00 |
| | Refund - Name / Logo | NIL | 2,500.00 |
| | Specific Bond | NIL | 135.00 |
| | Statutory Advertising | NIL | 91.00 |
| | | (160.00) | (26,168.61) |
| | UNSECURED CREDITORS | | |
| (762,266.00) | Connected creditor | NIL | NIL |
| (500.00) | Trade & Expense Creditors | NIL | NIL |
| | | NIL | NIL |
| | DISTRIBUTIONS | | |
| (200.00) | Ordinary Shareholders | NIL | NIL |
| | | NIL | NIL |
| (728,733.00) | | (159.70) | 9,370.87 |
| | REPRESENTED BY | | |
| | Bank 1 Current - Lloyds | | 5,677.14 |
| | Suspense Account | | (500.00) |
| | Vat Control Account | | 4,161.73 |
| | Vat Receivable | | 32.00 |
| | | | 9,370.87 |

The On-site Group Limited

(In Administration)

("the Company")

In the High Court of Justice - Business and Property Courts 008609

THE JOINT ADMINISTRATORS' PROGRESS REPORT FOR THE PERIOD 8 JANUARY 2021 TO 7 JULY 2021

30 July 2021

This report has been prepared for the sole purpose of updating the creditors for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

Carl Jackson and Andrew Watling of Quantuma Advisory Limited, Office D, Beresford House, Town Quay, Southampton, SO14 2AQ, were appointed Joint Administrators of The On-site Group Limited on 08 January 2020.

The affairs, business and property of the Company are managed by the Joint Administrators. The Joint Administrators act as agents of the Company and contract without personal liability.

Carl Jackson is licensed to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales and Andrew Watling is licensed to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales

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ABBREVIATIONS

For the purpose of this report the following abbreviations shall be used:

| | |
|----------------------------|---|
| "the Act" | Insolvency Act 1986 |
| "the Rules" | Insolvency (England and Wales) Rules 2016 |
| "the Joint Administrators" | Carl Jackson and Andrew Watling of Quantuma Advisory Limited |
| "the Company" | The On-site Group Limited (in Administration) |
| "the Court" | High Court of Justice - Business and Property Courts 008609 |
| "EOS" | Estimated Outcome Statement |
| "SIP" | Statement of Insolvency Practice (England & Wales) |
| "Review Period" | Period covered by the report from 08 January 2021 to 07 July 2021 |

INTRODUCTION

This report has been prepared to provide creditors with an update on the progress of the Administration of the Company since our last report to creditors dated 22 January 2021.

Please be aware that on 1 August 2020, Quantuma LLP transferred its business to Quantuma Advisory Limited.

Given the information previously provided to creditors in our earlier reports to creditors, we have not included detailed background information in respect of the Company and have focused on progress of the Administration subsequent to those reports.

The Joint Administrators' proposals were deemed approved. A formal notice confirming this was sent to all creditors on 19 March 2020.

An extension to the period of Administration of 12 months was granted by the relevant creditors and thus the Administration is now scheduled to end on 7 January 2022.

A schedule of statutory information in respect of the Company is attached at Appendix 1.

Details of the appointment of the Joint Administrators

Carl Jackson and Andrew Watling of Quantuma Advisory Limited were appointed Joint Administrators of the Company on 8 January 2020.

The Joint Administrators confirm that they are authorised to carry out all functions, duties and powers by either one or both of them.

PROGRESS OF THE ADMINISTRATION

The Joint Administrators' receipts and payments account

Attached at Appendix 2 is a receipts and payments account for the Review Period together with a summary of the transactions in the previous review periods. In accordance with the requirements of SIP 7, the Joint Administrators confirm that the account has been reconciled with that held at the bank.

The rest of this report describes the key developments in the Administration over the Review Period.

For a detailed list of work undertaken by the Joint Administrators during the Review Period, see Appendix 4.

The Joint Administrators have also summarised the main asset realisations during the Review Period and an estimation of those assets yet to be realised, together with details of costs incurred but as yet remaining unpaid.

VAT Basis

Receipts and payments are shown net of VAT, with any amount due to or from HM Revenue and Customs shown separately.

Administrative, Statutory & Regulatory Tasks

The Joint Administrators have met a considerable number of statutory and regulatory obligations. Whilst many of these tasks have not had a direct benefit in enhancing realisations for the insolvent estate, they

have assisted in the efficient and compliant progressing of the administration, which has ensured that the Joint Administrators and their staff have carried out their work to high professional standards.

During the Review Period, primarily these tasks have included:

- Consulting with and instructing staff and independent advisers as regards practical, technical and legal aspects of the case to ensure efficient progress;
- Maintaining case files, which must include records to show and explain the administration and any decisions made by the Joint Administrators that materially affect the administration;
- Monitoring and maintaining an adequate statutory bond;
- Conducting periodic case reviews to ensure that the administration is progressing efficiently, effectively and in line with the statutory requirements;
- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments; and
- Completing periodic tax returns.

Realisation of assets

Intercompany Debts

Impact Contract Services Ltd ("ICSL") is indebted to the company in the sum of £148,365. ICSL was placed into Liquidation on 20 February 2020. Although the Joint Administrators have been advised that there will be a dividend paid from the Liquidation of ICSL, it is currently uncertain as to the quantum and timing.

Debtor

As previously reported, the company accounts detailed a debt of £214,512. The company loaned monies to a family member of a shareholder for the establishment of a Dubai-based recruitment company. The company requested repayment of these monies before the appointment of Administrators and had instructed a solicitor. There is a dispute as to whether this is repayable however the Joint Administrators are still in the process of obtaining all the information regarding this loan and seeking their own legal advice on the matter.

Investments

The records of the company show that Africa Professional Services Group Ltd ("APSGL") owe the company £174,200 in respect of a loan. The Joint Administrators have instructed a solicitor to recover the loan.

Estimated future realisations

The Joint Administrator with the assistance of the instructed solicitor will continue to review the position and seek recovery of the amount due from APSGL and the other debtor. Further information will be provided in future reports.

Payments

| Cost Description | Amount (£) |
|------------------|------------|
| Accountants Fees | 160.00 |
| TOTAL | 160.00 |

Costs incurred but remaining unpaid

| Cost Description | Amount (£) |
|---------------------------------|------------|
| Legal Fees (Crowell and Moring) | 25,065.67 |
| Downie and Gabdan Solicitors | 1,000.00 |
| TOTAL | 26,065.67 |

Crowell and Moring's fees were incurred in previous reporting periods, however still remain unpaid.

During the Review Period, the Joint Administrators have also incurred time costs and direct expenses, not all of which have yet been discharged. Further details of these costs are set out below.

CREDITORS: CLAIMS AND DISTRIBUTIONS**Secured creditors**

The Company granted a fixed and floating charge to Pulse Cash Flow Finance on 8 November 2019. No monies are owed in respect of this debenture.

Preferential creditors

There are no known preferential claims.

Prescribed Part

Under Section 176A of the Insolvency Act 1986, where after 15 September 2003 a company has granted to a creditor a floating charge, a proportion of the net property of the company must be made available purely for the unsecured creditors. This equates to:

- 50% of net property up to £10,000;
- Plus, 20% of net property in excess of £10,000.
- Subject to a maximum of £600,000.

As the secured creditors is not owed any monies the prescribed part rule are not applicable.

Unsecured creditors

Unsecured claims were estimated at £762,266 in the Director's Estimated Statement of Affairs and to date two claims have been received from unsecured creditors totalling £772,193.

It is currently uncertain whether a dividend will be paid to unsecured creditors as this is dependent on future realisations.

Claims process

Due to the possible distribution to unsecured creditors, you are requested to submit claims to the address on the front of this report, marked for the attention of Darra.McCarthy-Paul@quantuma.com.

A Proof of Debt form is attached at Appendix 5.

OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS

Investigations

As part of the Joint Administrators' statutory duties, an investigation into the conduct of the Company Director was completed. In this regard, a confidential report was submitted to The Insolvency Service on 7 April 2020.

General Data Protection Legislation

In compliance with general data protection legislation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e. not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link <http://www.quantuma.com/legal-notice>.

Further Information

Creditors should note that the Joint Administrators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. Additionally the Joint Administrators are also bound by the regulations of their Licensing Bodies.

To comply with the Provision of Services Regulations, some general information about Quantuma Advisory Limited, including our complaints policy and Professional Indemnity Insurance, can be found at <http://www.quantuma.com/legal-information>.

Information about this insolvency process may be found on the R3 website at www.creditorinsolvencyguide.co.uk.

ETHICS

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

General ethical considerations

During the Review Period, no new threats to compliance with the Code of Ethics have been identified.

Specialist Advice and Services

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Joint Administrator is obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment. Details of the specialists specifically chosen in this matter are detailed below

PRE-ADMINISTRATION COSTS

Included within the Joint Administrators' Proposals dated 16 March 2020 was a Statement of Pre-Administration Costs.

These costs were approved on 16 March 2020 as detailed below:

| Party instructed | Amount approved (£) | Date approved | Date paid |
|---|---------------------|---------------|------------------|
| Quantuma Advisory Limited | 2,904.00 | 16 March 2020 | 25 March 2020 |
| Legal costs | 14,779.00 | 16 March 2020 | 02 December 2020 |
| Quantuma Advisory Limited Disbursements | 14.18 | 16 March 2020 | 25 March 2020 |
| TOTAL APPROVED | £17,697.00 | | |

THE JOINT ADMINISTRATORS' FEES AND EXPENSES

A copy of 'A Creditors Guide to Administrators' Fees' effective from 1 April 2021, together with the firm's current schedule of charge-out rates and chargeable expenses, may be found at <http://www.quantuma.com/guide/creditors-guide-fees>. A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request at no cost.

The Joint Administrators' Fees

The basis of the Joint Administrators' fees was fixed on 16 March 2020 by the resolution of creditors as follows:

1. That the Joint Administrators propose to be remunerated on the basis of the time properly given by the Joint Administrators and their staff in attending to matters arising in the Administration, such time to be charged at the prevailing standard hourly charge out rates used by Quantuma Advisory Limited at the time the work is performed (plus VAT); and the Joint Liquidators' fees be fixed by reference to the time given by them and their staff in attending to matters arising in the Liquidation in the event that the Company exits into Creditors' Voluntary Liquidation or Compulsory Liquidation and the Joint Administrators become the Joint Liquidators. The time costs drawn will not exceed £46,110.00 for the Administration and £11,436.50 for the Liquidation without additional approval from creditors.

In accordance with this resolution fees totalling £2,091.00 plus VAT have been drawn in a previous review period. A further £3,000 plus VAT has been invoiced however this is yet to be paid.

The Joint Administrators believe this case generally to be of average complexity and no extraordinary responsibility has to date fallen on the Joint Administrators. The underlying basis of charging proposed to and approved by the creditors has been Quantuma Advisory Limited's standard charge out rates which are reviewed periodically.

Comparison of estimates

The Joint Administrators' time costs incurred to date (whether or not they have been charged to the Administration estate) are compared with the original fees estimate as follows. The fee estimate covered the period of the Administration.

For a detailed schedule of work undertaken by the Joint Administrators during the Review Period and for the period of the Administration as a whole, see Appendix 3. A detailed narrative list of the work undertaken during the Review Period is provided at Appendix 4.

| Work category | Original fees estimate | | | Actual time costs incurred during the Review Period | | | Actual time costs incurred to date | | |
|-----------------------------|------------------------|--------------------------------|--------------|---|--------------------------------|--------------------|------------------------------------|--------------------------------|--------------------|
| | No. of hours | Blended hourly rate £ per hour | Total fees £ | No. of hours | Average hourly rate £ per hour | Total time costs £ | No. of hours | Average hourly rate £ per hour | Total time costs £ |
| Administration and Planning | 62.80 | 213.77 | 13,424.50 | 16.50 | 241.18 | 3,979.50 | 71.35 | 221.82 | 15,827.00 |
| Cashiering | 15.50 | 219.52 | 3,402.50 | 3.00 | 176.17 | 528.50 | 10.40 | 152.64 | 1,587.50 |
| Creditors | 52.00 | 196.88 | 10,238.00 | 8.45 | 293.31 | 2,478.50 | 45.55 | 208.62 | 9,502.50 |
| Investigations | 35.60 | 231.88 | 8,255.00 | 5.10 | 296.76 | 1,513.50 | 22.30 | 197.17 | 4,397.00 |
| Realisation of Assets | 42.00 | 256.90 | 10,790.00 | 10.05 | 402.79 | 4,048.00 | 92.75 | 369.25 | 34,248.25 |
| TOTAL | 207.90 | 221.79 | 46,110.00 | 43.10 | 291.14 | 12,548.00 | 242.95 | 270.70 | 65,766.25 |

Joint Administrators' Expenses

An amended Statement of Insolvency Practice (SIP), SIP 9, was issued on 1 April 2021. The amended SIP 9 has changed some of the terminology and introduced additional disclosure requirements. The information below may therefore not reflect the information previously provided.

The expenses, which include disbursements that have been incurred and not yet paid during the period are detailed below. Also below is a comparison of the expenses likely to be incurred in the Administration as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

The expenses incurred to date are compared with the original expenses estimate as follows:

| Expenses | Original expenses estimate £ | Actual expenses incurred in the Review Period £ | Actual expenses incurred to date £ | Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate) |
|--|------------------------------|---|------------------------------------|---|
| Legal costs Disbursements (Crowell and Moring) | 21,312.00 | 0.00 | 25,065.67 | Realisation of the shares of APSGL became protracted and as a consequence further legal costs were incurred |
| Legal costs (Downie and Gabdan Solicitors) | 0.00 | 1,000.00 | 1,000.00 | Not originally anticipated |
| Agents Fees | 0.00 | 0.00 | 1,000.00 | Not originally anticipated |
| Advertising | 91.00 | 0.00 | 91.00 | |
| Bonding | 135.00 | 0.00 | 135.00 | |

| Expenses | Original expenses estimate £ | Actual expenses incurred in the Review Period £ | Actual expenses incurred to date £ | Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate) |
|--|---|--|---|---|
| Document Storage | 50.00 | 0.00 | 0.00 | |
| Data Download | 50.00 | 0.00 | 0.00 | |
| Accountancy Fee | 3,500.00 | 160.00 | 2,240.00 | |
| Debt Collection Fee | 1,000.00 | 0.00 | 0.00 | |
| Postage | 50.00 | 0.00 | 0.00 | |
| IT Assistance | 0.00 | 0.00 | 100.00 | |
| TOTAL | 26,188.00 | 1,160.00 | 29,631.67 | |
| Category 2 | | | | |
| Stationery/fax/telephone | 100.00 | 0.00 | 0.00 | Please be advised that, whilst it was originally envisaged that these expenses would be charged to the estate, with effect from 1 April 2021 this is no longer allowed. |
| Internal storage of Insolvency Practitioner's working papers | 100.00 | 0.00 | 0.00 | |
| Photocopying | 100.00 | 0.00 | 0.00 | Please be advised that, whilst it was originally envisaged that these expenses would be charged to the estate, with effect from 1 April 2021 this is no longer allowed. |
| Anti-Money Laundering ID Search | 12.00 | 0.00 | 0.00 | |
| Motor Expenses | 0.00 | 0.00 | 14.80 | Not originally anticipated |
| Total | 312.00 | 0.00 | 14.80 | |

The category 1 expenses paid for in the Review Period are detailed on the Receipts and Payments account at Appendix 2 and represent payments to parties not associated with the firm, who have provided services or goods for the administration of the assignment.

The category 2 expenses paid for in the Review Period are detailed on the Receipts and Payments account at Appendix 2. The basis of calculation of this category of expense was disclosed to creditors prior to their approval, which was given on 16 March 2020, and are also detailed below.

Please note that some category 2 expenses that have previously been approved and their estimated costs or basis of their cost provided as part of the expenses estimate may not be discharged from the estate from 1 April 2021 and these are detailed above.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with Quantuma Advisory Limited current and historic charge-out rate and expenses policies may be found at <http://www.quantuma.com/guide/creditors-guide-fees>. A hard copy of both the Creditors' Guide and the charge-out rate and expenses policies may be obtained on request.

Costs to Closure

Having regard for the costs that are likely to be incurred in bringing this Administration to a close, the Joint Administrators consider that:

- the original fees estimate has been exceeded for the reasons given above; and
- the original expenses estimate is likely to be exceeded for the reasons given above

The main reasons why the fees estimate has been exceeded is as a consequence of the sale of the shares the company held in APSGL becoming protracted.

However, given the limited realisations in this case to date, the Joint Administrators do not propose to draw fees in excess of the fees estimate at present. The Joint Administrators will review the position as regards fees when the prospects of realising the remaining assets become clearer.

Other professional costs

Solicitors

Crowell and Moring were instructed by the Joint Administrators to advise on appropriate legal matters including the sale of intellectual property rights, the sale of shares, preparation of the settlement of intercompany debts, review of the investments and general advice on legal matters. Their costs have been agreed on the basis of their standard hourly charge out rates, plus disbursements and VAT. The Solicitors' timecosts incurred are £25,066 which was incurred in previous review periods. To date only £83 has been paid to the solicitors regarding these costs.

Downie and Gabdan Solicitors by the Joint Administrators during the review period to assist with reviewing the remaining debtors. Their costs have initially been agreed at a fixed fee of £1,000.

Creditors' rights to request information

Any secured creditor, or unsecured creditor with the support of at least 5% in value of the unsecured creditors or with permission of the Court, may request in writing the Joint Administrators to provide additional information regarding fees or expenses to that already supplied within this report. Such requests must be made within 21 days of receipt of this report.

Creditors' rights to challenge fees and/or expenses

Any secured creditor, or unsecured creditor with the support of at least 10% in value of the unsecured creditors or with permission of the Court, may apply to the Court for one or more orders, reducing the amount or the basis of fees which the Joint Administrators are entitled to charge or otherwise challenging some or all of the expenses incurred.

Such applications must be made within 8 weeks of receipt by the applicant(s) of the progress report detailing the fees and/or expenses being complained of.

Please note that such challenges may not disturb fees or expenses (whether or not discharged from the estate) disclosed in prior progress reports.

CONCLUSION

The Administration will continue in order to finalise the following outstanding matters:

- Continue to pursue the repayment of the intercompany debts and the outstanding amounts owed
- Review possibility of exiting into CVL to pay a dividend to creditors

General Data Protection Regulation

In compliance with the General Data Protection Regulation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e. not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link <http://www.quantuma.com/legal-notices>.

Should you have any queries in regard to any of the above please do not hesitate to contact Darra McCarthy-Paul on 023 8033 6464 or by e-mail at Darra.McCarthy-Paul@quantuma.com



Carl Jackson
Joint Administrator

The affairs, business and property of The On-site Group Limited (in Administration) are managed by the Joint Administrators, who act as agents of the Company and without personal liability.

**The On-site Group Limited
(IN ADMINISTRATION)
STATUTORY INFORMATION**

| | |
|-------------------------------------|---|
| Company Name | The On-site Group Limited |
| Previous Names | |
| Proceedings | In Administration |
| Court | High Court of Justice - Business and Property Courts |
| Court Reference | 008609 of 2019 |
| Date of Appointment | 08 January 2020 |
| Joint Administrators | Carl Jackson Andrew Watling Quantuma Advisory Limited Office D, Beresford House, Town Quay, Southampton, SO14 2AQ |
| Joint Administrators' functions | All functions, duties and powers may be exercised by either one or both of the Joint Administrators |
| Registered office address | c/o Quantuma Advisory Limited Office D, Beresford House, Town Quay, Southampton, SO14 2AQ |
| Company Number | 06912781 |
| Incorporation Date | 21/05/2009 |
| Company Secretary | None |
| Appointment by | The Directors |
| Directors at date of Appointment | Darren Burnett Stephanie Burnett |
| Directors' Shareholdings | Darren Burnett 26% Stephanie Burnett 26% |

**The On-site Group Limited
(IN ADMINISTRATION)**

**THE JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT
AS AT 7 July 2021**

**The On-site Group Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments**

| Statement of Affairs £ | From 08/01/2021 To 07/07/2021 £ | From 08/01/2020 To 07/07/2021 £ |
|------------------------------|--|---------------------------------------|
| | ASSET REALISATIONS | |
| | Bank Interest Gross | 0.30 |
| 538.00 | Cash at Bank | 1.27 |
| Uncertain | Debtor | 538.21 |
| 31,195.00 | Intercompany debtors | NIL |
| Uncertain | Investments | 14,900.00 |
| 2,500.00 | Name / Logo | 15,100.00 |
| | | 5,000.00 |
| | | 35,539.48 |
| | COST OF REALISATIONS | |
| | Accountants fees | 160.00 |
| | Agents/Valuers Fees (1) | 2,240.00 |
| | IT Assistance | 1,000.00 |
| | Joint Administrators' preappointment f | 100.00 |
| | Legal Disbursements | 2,909.00 |
| | Legal Fees | 226.10 |
| | Motor Expenses | 83.33 |
| | Office Holders Fees | 14.18 |
| | Pre Appointment Legal Fees | 2,091.00 |
| | Refund - Name / Logo | 14,779.00 |
| | Specific Bond | 2,500.00 |
| | Statutory Advertising | 135.00 |
| | | 91.00 |
| | | (160.00) |
| | | (26,168.61) |
| | UNSECURED CREDITORS | |
| (762,266.00) | Connected creditor | NIL |
| (500.00) | Trade & Expense Creditors | NIL |
| | | NIL |
| | DISTRIBUTIONS | |
| (200.00) | Ordinary Shareholders | NIL |
| | | NIL |
| | | NIL |
| (728,733.00) | | (159.70) |
| | REPRESENTED BY | |
| | Bank 1 Current - Lloyds | 5,677.14 |
| | Suspense Account | (500.00) |
| | Vat Payable | (500.00) |
| | Vat Receivable | 4,693.73 |
| | | 9,370.87 |

6005741 - The On-site Group Limited
From: 08/01/2021 To: 07/07/2021
Project Code: POST

| Classification of Work Function | Partner | Manager | Other Senior Professionals | Assistants & Support Staff | Total hours | Time Cost (£) | Average hourly Rate (£) |
|---|---------|---------|----------------------------|----------------------------|-------------|---------------|-------------------------|
| 100 : Administration & Planning | 0.80 | 0.00 | 0.00 | 0.00 | 0.80 | 362.00 | 452.50 |
| 104 : General Administration | 0.00 | 0.00 | 4.70 | 2.70 | 7.40 | 1,383.50 | 173.45 |
| 105 : Case strategy / Review | 2.60 | 1.20 | 3.40 | 0.00 | 7.20 | 2,072.00 | 287.78 |
| 106 : VAT & CT matters and returns | 0.00 | 0.30 | 0.80 | 0.00 | 1.10 | 262.00 | 238.18 |
| Admin & Planning | 3.40 | 1.50 | 8.90 | 2.70 | 16.50 | 3,979.50 | 241.18 |
| 600 : Cashiering | 0.00 | 0.00 | 1.90 | 1.10 | 3.00 | 528.50 | 176.17 |
| Cashiering | 0.00 | 0.00 | 1.90 | 1.10 | 3.00 | 528.50 | 176.17 |
| 201 : Creditors | 0.10 | 0.00 | 0.00 | 0.00 | 0.10 | 37.00 | 370.00 |
| 204 : Unsecured Creditors claims | 0.25 | 0.00 | 0.00 | 0.00 | 0.25 | 92.50 | 370.00 |
| 207B : Reviewing & Adjudicating Creditors' Claims | 0.00 | 0.50 | 0.00 | 0.00 | 0.50 | 170.00 | 340.00 |
| 211 : Annual / Progress report | 1.00 | 3.10 | 3.50 | 0.00 | 7.60 | 2,179.00 | 286.71 |
| Creditors | 1.35 | 3.60 | 3.50 | 0.00 | 8.45 | 2,478.50 | 293.31 |
| 300 : Investigations | 1.70 | 0.20 | 1.50 | 0.30 | 3.70 | 1,037.50 | 280.41 |
| 300A : SP2 Review | 0.00 | 1.40 | 0.00 | 0.00 | 1.40 | 476.00 | 340.00 |
| Investigations | 1.70 | 1.60 | 1.50 | 0.30 | 5.10 | 1,513.50 | 296.76 |
| 400 : Realisation of Assets | 2.25 | 0.00 | 0.00 | 0.00 | 2.25 | 1,305.00 | 580.00 |
| 405 : Debtors | 1.20 | 6.60 | 0.00 | 0.00 | 7.80 | 2,743.00 | 351.67 |
| Realisation of Assets | 3.45 | 6.60 | 0.00 | 0.00 | 10.05 | 4,048.00 | 402.79 |
| Total Hours | 9.90 | 13.30 | 15.80 | 4.10 | 43.10 | 12,546.00 | 291.14 |
| Total Fees Claimed | | | | | | 5,091.00 | |

Time Entry - Detailed SIP9 Time & Cost Summary

6005741 - The On-site Group Limited
To: 07/07/2021
Project Code: POST

| Classification of Work Function | Partner | Manager | Other Senior Professionals | Assessants & Support Staff | Total Hours | Time Cost (£) | Average Hourly Rate (£) |
|--|---------|---------|----------------------------|----------------------------|-------------|---------------|-------------------------|
| 100 Administration & Planning | 7.50 | 7.50 | 0.70 | 0.60 | 16.40 | 5,584.00 | 340.49 |
| 100A Initial Salary & General Notifications & Filing | 0.00 | 2.00 | 0.00 | 3.80 | 5.80 | 929.00 | 160.17 |
| 103 IRS Case - File set up Filing | 0.00 | 0.00 | 0.00 | 0.50 | 0.50 | 100.00 | 100.00 |
| 104 General Administration | 0.10 | 1.10 | 14.10 | 15.30 | 30.60 | 4,755.50 | 155.41 |
| 105 Case Strategy / Review | 3.25 | 3.40 | 9.80 | 0.50 | 16.95 | 4,397.50 | 258.85 |
| 106 VAT & CIT matters and returns | 0.00 | 0.50 | 0.80 | 0.00 | 1.10 | 262.00 | 238.18 |
| 506 Tax / VAT | 0.00 | 0.00 | 0.00 | 0.60 | 0.60 | 63.00 | 105.00 |
| Admin & Planning | 11.15 | 14.10 | 25.40 | 21.50 | 71.35 | 16,631.00 | 222.81 |
| 600 Casework | 2.20 | 0.00 | 2.50 | 7.90 | 10.40 | 1,597.50 | 152.64 |
| Caseworking | 0.00 | 0.00 | 2.50 | 7.90 | 10.40 | 1,597.50 | 152.64 |
| 201 Creditors | 0.10 | 0.00 | 0.00 | 0.00 | 0.10 | 37.00 | 370.00 |
| 203 Creditor correspondence / Call | 0.00 | 0.00 | 0.00 | 0.20 | 0.20 | 21.00 | 105.00 |
| 204 Unsecured Creditors claims | 0.25 | 0.00 | 0.00 | 0.00 | 0.25 | 92.50 | 370.00 |
| 204A Dealing with Person Schemes | 0.00 | 0.00 | 0.00 | 0.40 | 0.40 | 42.00 | 105.00 |
| 207B Reviewing & Adjusting Creditors Claims | 0.00 | 0.50 | 0.00 | 0.00 | 0.50 | 170.00 | 340.00 |
| 211 Actual / Progress report | 1.20 | 3.10 | 8.70 | 0.00 | 13.00 | 3,315.00 | 255.00 |
| 215 Para 49 Administrative proposals | 0.30 | 15.50 | 0.00 | 15.30 | 31.10 | 5,825.00 | 187.30 |
| Creditors | 1.35 | 19.10 | 8.70 | 15.30 | 45.55 | 9,962.50 | 208.82 |
| 300 Investigations | 1.70 | 0.20 | 1.50 | 1.50 | 4.90 | 1,161.50 | 237.45 |
| 300A SIP 2 Review | 0.20 | 3.40 | 0.00 | 2.80 | 6.40 | 1,305.00 | 218.13 |
| 301 CDDA Reports | 0.70 | 2.50 | 0.00 | 7.30 | 11.00 | 1,837.50 | 167.05 |
| Investigations | 2.60 | 6.10 | 1.50 | 12.10 | 22.30 | 4,937.00 | 197.17 |
| 400 Realisation of Assets | 40.65 | 10.30 | 0.00 | 0.00 | 50.95 | 20,505.00 | 402.47 |
| 405 Debtors | 9.85 | 15.30 | 1.25 | 0.00 | 26.40 | 9,301.75 | 352.34 |
| 406 Sale of Business | 0.20 | 0.00 | 0.00 | 0.00 | 0.40 | 113.00 | 282.50 |
| 408 Stock | 0.00 | 1.20 | 0.00 | 0.00 | 1.20 | 408.00 | 340.00 |
| 409 Intellectual Property | 0.00 | 2.00 | 0.00 | 2.00 | 4.00 | 530.00 | 265.00 |
| 410 Sale of Shares | 0.00 | 11.80 | 0.00 | 0.00 | 11.80 | 3,389.50 | 287.25 |
| Realisation of Assets | 50.70 | 46.60 | 1.45 | 0.00 | 92.75 | 34,245.25 | 369.25 |
| Total Hours | 64.30 | 79.90 | 39.55 | 57.20 | 242.35 | 63,705.25 | 270.70 |
| Total Fees Claimed | | | | | | 5,091.00 | |

**The On-site Group Limited
(IN ADMINISTRATION)**

**DETAILED NARRATIVE LIST OF WORK UNDERTAKEN BY THE JOINT ADMINISTRATORS
DURING THE REVIEW PERIOD**

| Description of work undertaken | Includes |
|--|---|
| <u>ADMINISTRATION & PLANNING</u> | |
| Initial Statutory and General Notifications & Filing e.g. Advertising the appointment, undertaking statutory notifications to Companies House, HMRC, the Pension Protection Fund, preparing the documentation and dealing with other notification of appointment | Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements |
| Obtaining a specific penalty bond. | |
| Recovering & Scheduling the company's books and records. | Collection and making an inventory of company books and records |
| Setting up electronic case files and electronic case details on IPS. | |
| General Administration - Dealing with all routine correspondence and emails relating to the case. | |
| Case strategy & completing file reviews at 6 months. | Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case Periodic file reviews Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists |
| VAT & Corporation Tax matters and returns. | Preparation and filing of VAT Returns Preparation and filing of Corporation Tax Returns |
| <u>CREDITORS</u> | |
| Creditors | |
| Dealing with creditor correspondence, emails and telephone conversations. | Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post |
| Dealing with Pension Schemes | Corresponding with the PPF and the Pensions Regulator |
| Dealing with HMRC claims | |
| Annual/Progress Reports | Preparing, circulating and filing progress reports. Disclosure of sales to connected parties |
| <u>INVESTIGATIONS</u> | |
| Investigating & Pursuing Antecedent Transactions | Concluding investigation into accounting transactions |

| Description of work undertaken | Includes |
|---|---|
| REALISATION OF ASSETS | |
| Debtors/ Intercompany Debtors/ Investments | Collecting supporting documentation Corresponding with debtors Reviewing and assessing debtors ledgers Liaising with solicitors |
| CASHIERING | |
| Maintaining and managing the Office Holders' cashbook and bank account. | Preparing correspondence opening and closing accounts Requesting bank statements Correspondence with bank regarding specific transfers Maintenance of the estate cash book |
| Dealing with cheque requisitions | Issuing cheques/BACS payments |
| Dealing with deposit forms | Banking remittances |
| Bank Reconciliations | |
| Preparing & Filing statutory Receipts & Payments accounts | Preparing and filing statutory receipts and payments accounts at Companies House |

Current Charge-out Rates of the staff working on the case

Time charging policy

Support staff and executive assistants do not charge their time to each case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken

Support staff include secretarial and administrative support.

The minimum unit of time recorded is 6 minutes.

Rates are likely to be subject to periodic increase.

| Staff | Charge out rates £ |
|-----------------------------------|-----------------------|
| Managing Directors | 580.00-480.00 |
| Senior Manager | 340.00 |
| Administrator | 200.00 |
| Case Accountant | 135.00 |
| Support Staff/Executive Assistant | 100.00 |

PROOF OF DEBT

| DETAILS OF CLAIM | | |
|------------------|--|---|
| 1. | Name of Creditor (if a company, its registered name) | |
| 2. | Address of Creditor (i.e. principal place of business) | |
| 3. | If the Creditor is a registered company: <ul style="list-style-type: none"> For UK companies: its registered number For other companies: the country or territory in which it is incorporated and the number if any under which it is registered The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act | |
| 4. | Total amount of claim, including any Value Added Tax, as at the date of administration, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25 | £ |
| 5. | If the total amount above includes outstanding uncapitalised interest, please state | YES (£) / NO |
| 6. | Particulars of how and when debt incurred | |
| 7. | Particulars of any security held, the value of the security, and the date it was given | |
| 8. | Details of any reservation of title in relation to goods to which the debt relates | |
| 9. | Details of any document by reference to which the debt can be substantiated. [The administrator may call for any document or evidence to substantiate the claim at his discretion.] | |
| 10. | Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986 | Category Amount(s) claimed as preferential £ |
| 11. | If you wish any dividend payment that may be made to be paid in to your bank account please provide BACS details. Please be aware that if you change accounts it will be your responsibility to provide new information | Account No.: Account Name: Sort code: |

| | |
|---|----------|
| AUTHENTICATION | |
| Signature of Creditor or person authorised to act on his behalf | |
| Name in BLOCK LETTERS | |
| Date | |
| If signed by someone other than the Creditor, state your postal address and authority for signing on behalf of the Creditor | |
| Are you the sole member of the Creditor? | YES / NO |