

Joint Administrators' progress report from 2 September 2020 to 1 March 2021

Cordant Group Plc

Security Realisations Limited (formerly Cordant Security Limited)

C.L.C Realisations Limited (formerly Cordant Cleaning Limited)

PTR Realisations Limited (formerly Cordant People Limited)

PRL Realisations 1 Limited (formerly PMP Recruitment Limited)

SFG Realisations Limited (formerly Staffgroup Limited)

PEG 1 Realisations Limited (formerly Premiere Employment Group Limited)

SGHW Realisations Limited (formerly Sugarman Health & Wellbeing Limited)

Cordant Technical Limited

(all in administration)

29 March 2021

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Abbreviations and definitions

The following table shows the abbreviations and insolvency terms that may be used in this report:

Abbreviation or definition	Meaning
Administrators/ Joint Administrators/we/us/our	Rachael Maria Wilkinson, Zelf Hussain and David Robert Baxendale
ABN	ABN Amro Asset Based Finance N.V (a Secured Creditor)
Barclays	Barclays Bank PLC (a Secured Creditor)
BEIS	Department for Business, Energy & Industrial Strategy
Centrovalli	Centrovalli Limited, a BVI registered company (a Secured Creditor)
Companies (each a Company)	Cordant Group Plc (“ Plc ”) Security Realisations Limited (formerly Cordant Security Limited) (“ Security ”) C.L.C Realisations Limited (formerly Cordant Cleaning Limited) (“ Cleaning ”) PTR Realisations Limited (formerly Cordant People Limited) (“ People ”) PRL Realisations 1 Limited (formerly PMP Recruitment Limited) (“ PMP ”) SFG Realisations Limited (formerly Staffgroup Limited) (“ Staffgroup ”) PEG 1 Realisations Limited (formerly Premiere Employment Group Limited) (“ Premiere ”) SGHW Realisations Limited (formerly Sugarman Health & Wellbeing Limited) (“ Sugarman ”) Cordant Technical Limited (“ Technical ”) - all in administration
Group	Cordant Group Plc and its subsidiaries
Group Facility	Confidential invoice discounting facility provided by RBSIF, Barclays and ABN to Plc and a number of the Group subsidiaries
HMRC	HM Revenue and Customs
IA86	Insolvency Act 1986
IR16	Insolvency (England and Wales) Rules 2016
IR(S)18	Insolvency (Scotland) (Company Voluntary Arrangements and Administration) Rules 2018
Lenders	RBS Invoice Finance Limited, Barclays Bank PLC and ABN Amro Asset Based Finance N.V.
LTO	Licence to Occupy
Preferential Creditors	Primarily employee claims for unpaid wages earned in the four months before the insolvency up to £800, holiday pay and unpaid pension contributions in certain circumstances
Prescribed part	The amount set aside for unsecured creditors from floating charge funds in accordance with section 176A IA86 and the Insolvency Act 1986 (Prescribed Part) Order 2003

Purchasers	Twenty20 Capital Bidco 1 Ltd (“Bidco 1”) and its subsidiaries: 2020 A Ltd, 2020 B Ltd, 2020 C Ltd, 2020 E Ltd, 2020 F Ltd, 2020 G Ltd, 2020 L Ltd, 2020 T Ltd and Twenty20 Midco 1 Limited. Bidco 1 is controlled by Twenty20 Capital Holdings Ltd.
PwC	PricewaterhouseCoopers LLP
RBSIF	RBS Invoice Finance Limited (a Secured Creditor)
Sch B1 IA86	Schedule B1 to the Insolvency Act 1986
Secured Creditor	A creditor with security in respect of their debt, in accordance with section 248 IA86
SIP	Statement of Insolvency Practice. SIPs are issued to insolvency practitioners under procedures agreed between the insolvency regulatory authorities. SIPs set out principles and key compliance standards with which insolvency practitioners are required to comply
SIP 2	Statement of Insolvency Practice 2: Investigations by office holders and the submission of conduct reports by office holders.
SIP 16	Statement of Insolvency Practice 16: Pre-packaged sales in administrations
SPA	The interlocking agreements for the sale and purchase of the businesses and assets of the Companies dated 2 March 2020 and made between the Companies and the Purchasers
TSA	Transitional Services Agreement, an agreement to provide certain services to the Purchasers under the SPA
Unsecured Creditors	Creditors who are neither secured nor preferential

This report has been prepared by Rachael Maria Wilkinson, Zelf Hussain and David Robert Baxendale as Joint Administrators of the Companies, solely to comply with the Joint Administrators’ statutory duty to report to creditors under IR16 and IR(S)18 on the administrations, and for no other purpose. It is not suitable to be relied upon by any other person, or for any other purpose, or in any other context.

This report has not been prepared in contemplation of it being used, and it is not suitable to be used, to inform any investment decision in relation to the debt of or any financial investment in the Companies.

Any estimated outcomes for creditors included in this report are illustrative only and cannot be relied upon as guidance as to the actual outcome for creditors. Any persons choosing to rely on this report for any purpose or in any context other than under IR16 or IR(S)18 do so at their own risk. To the fullest extent permitted by law, the Joint Administrators do not assume any liability in respect of this report to any such person.

Unless stated otherwise, all amounts in this report and appendices are stated net of VAT.

Rachael Maria Wilkinson, Zelf Hussain and David Robert Baxendale were appointed as Joint Administrators of the Companies on 2 March 2020 to manage their affairs, business and property as its agents and without personal liability. All are licensed in the United Kingdom to act as insolvency practitioners by the Institute of Chartered Accountants in England and Wales.

The Joint Administrators are bound by the Insolvency Code of Ethics which can be found at: <https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics>.

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. PricewaterhouseCoopers 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. Further details are available in the privacy statement on the PwC.co.uk website or by contacting the Joint Administrators.

PricewaterhouseCoopers LLP is a limited liability partnership registered in England with registered number OC303525. The registered office of PricewaterhouseCoopers LLP is 1 Embankment Place, London WC2N 6RH. PricewaterhouseCoopers LLP is authorised and regulated by the Financial Conduct Authority for designated investment business.

Key messages

Why we've sent you this report

I'm writing to update you on the progress of the administration of the Companies in the six months since our last report dated 1 October 2020.

You can still view our earlier reports on our website at www.pwc.co.uk/cordantgroup. Please email uk_cordantgroupcreditors@pwc.com if you need any of the passwords to access the reports.

How much creditors may receive

The following table summarises the possible outcome for creditors, based on what we currently know.

Class of creditor	Current estimate (p in £)	Previous estimate (p in £)
Secured Creditors:		
RBSIF		
Barclays	100 (paid)	100
ABN		
ABN (EURO Staffgroup Limited Facility)	100 (paid)	100
Centrovalli	10 - 12	c.10
Preferential Creditors		
	See below	See below
Unsecured Creditors of:		
Plc	Nil	Nil
PMP	<0.2	<0.5
Security	Nil	Nil
People	<0.5	<0.5
Technical	15 - 25	10 - 20
Cleaning	<0.5	<0.5
Premiere	Nil	Nil
Staffgroup	Nil	Nil
Sugarman	Nil	Nil

To date, the Lenders have been re-paid in full from the proceeds of the sale of the businesses and the deferred consideration. A total of £43,005,330.90 has been paid across the Group in respect of their first ranking fixed charge held over the Companies' assets.

Centrovalli was owed c.£6m at the time of our appointment and based on what we currently know, we do not expect them to be repaid in full under their second ranking fixed charge and floating charges over the Companies' assets.

As explained in our previous report, we have been dealing with a significant number of employee matters and in particular potential claims. These claims are currently being reviewed to identify any that would rank as preferential claims and their quantum. Currently we do not expect there to be any preferential claims, however, should we

determine any claims to rank as preferential, we will look to pay a dividend to these creditors should there be sufficient funds to do so.

As shown in the table on the previous page, we only expect there to be unsecured dividends available in PMP, People, Technical and Cleaning. The amount of any dividend and when it would be paid is dependent on any further asset realisations and costs, any claims that rank as preferential and the total level of unsecured claims received in each Company. The total value of Unsecured Creditor claims received since our appointment is as follows:

Company	Unsecured Creditor claims received (£)	Unsecured creditor claims as per SoA (£)
Plc	909,918	64,128,913
PMP	34,372,622	53,684,960
Security	9,736,981	19,893,484
People	6,390,978	8,399,877
Technical	51,237	184,463
Cleaning	5,811,768	21,100,793
Premiere	2,565,567	11,424,074
Staffgroup	0	294,994
Sugarman	878,593	2,565,056

We've started asking for outstanding claims from Unsecured Creditors of PMP, People, Technical and Cleaning so that we can agree them for dividend purposes and creditors of companies where there will be an unsecured dividend from the prescribed part will be notified in due course of the timing of such dividend.

What you need to do

If you haven't already done so, please send your claim to us so that we can agree it, should a distribution to Unsecured Creditors be payable. Our preferred method for creditors to submit claims and supporting documents is via the Turnkey (IPS) online portal, as this is the most efficient and cost effective way for us to deal with your claim and also allows you to better track its status, so we recommend the use of the online portal for claim submission. If you have not received your unique login details, you can request them by emailing our creditor communications team at uk_cordantgroupcreditors@pwc.com. You will need to submit a separate claim for each of the Companies you wish to make a claim against.

We may decide that some or all creditors who are owed £1,000 or less by a Company won't be required to submit a proof of debt in order to receive the anticipated dividend payment.

A creditor who we decide is not required to submit a proof of debt will be notified when we deliver notice of our intention to pay a dividend of the amount we'll treat as their admitted debt for the purpose of the dividend, unless the creditor advises us that the amount is incorrect (in which case a proof of debt will be required) or not owed.

Please note that should you wish to vote in relation to any decision procedure during the administration or object to a decision sought by deemed consent, you'll need to submit a proof of debt, even if one is not required for dividend purposes.

Overview of what we've done to date

As explained in our previous report, the Group was the UK's leading independently owned talent solutions group, serving labour markets across the distribution, delivery, security, cleaning, IT, healthcare and education sectors. Group operations were mainly in the UK, with some operations in France, Germany and Australia.

Further information regarding the Companies' circumstances leading up to our appointment can be found in our Initial letter to creditors with SIP16 report and Joint Administrators' Proposals for achieving the purpose of administration on our website at www.pwc.co.uk/cordantgroup.

On 2 March 2020, the Companies entered administration and immediately following our appointment as Joint Administrators, we concluded the sale of the businesses and certain assets of the Companies.

We remain in office mainly to finalise the position of the Companies' leasehold property portfolio, finalise VAT and Tax matters and to pay a distribution to creditors in those companies where there are sufficient assets available for a distribution.

When we last reported, the key outstanding matters in the administration were as follows:

- Surrender leases or complete assignments of leasehold properties as appropriate;
- Make interim distributions to the Secured Creditors;
- Continue to respond to and deal with employee queries;
- Deal with any remaining post sale matters;
- Pay distributions to the Preferential Creditors and to Unsecured Creditors from the Prescribed part where applicable; and
- Complete reconciliations of pre appointment account balances held, contract novations and any other post sale matters.

Progress since we last reported

Post sale matters

During the period covered by this report, we have continued to fulfill our obligations under the SPA to assist the Purchaser in contract novations, facilitating retention of title claims and reconciliation of funds received that are due to be paid over to the Purchaser. As shown in Appendix A, a number of the Companies are holding small third party funds balances and these will be paid over to the Purchaser shortly.

We also successfully recovered £92,318.12 of legal fees that was rechargeable under the SPA incurred in assisting the Purchaser with post sale matters which is detailed in Appendix B of this report.

Property

Since our last report, we have continued to manage the Licences to Occupy (LTO) that were granted to the Purchaser and have regularly made payments of rent, service charges and insurance to landlords to assist the Purchaser in the assignment and agreement of new leases. During the period covered by this report, the Purchaser has successfully agreed 6 new leases and the assignment of 2 leases. Offers to surrender 11 leases were also made where the properties were no longer required by the Purchaser. There are currently only 7 leases remaining under the LTO and we expect this work to conclude in the coming weeks, which will be followed by a reconciliation of LTO funds held and a return of any residual funds to the Purchaser.

We have also continued to liaise with our post appointment insurance broker to ensure public liability insurance cover remains in place for vacant properties until a surrender of the lease has been agreed with the landlord.

Statutory and compliance

During the period covered by this report we have:

- Prepared and distributed our first progress report for the period 2 March 2020 to 1 September 2020;
- Prepared our remuneration report and sought fee approval for the Companies from the secured creditors;
- Sought the approval of the receipts and payments account for the period from 2 March 2020 to 1 September 2020 from the Secured Creditors and notified the unsecured creditors of Technical as required under Scottish Insolvency Rules; and
- Complied with our tax reporting and VAT obligations.

Employees

During the period covered by this report we have received a high volume of correspondence in writing, by post and email from former employees of the Companies. The majority of the correspondence referenced complex matters that have required the input of our specialist employee team and from the Purchaser. The Joint Administrators have spent significant time dealing with, progressing and investigating employee queries and claims. The correspondence we have responded to has covered a wide range of areas, including but not limited to, pension contributions, holiday pay, subject access requests, proceedings with the employment tribunal, ACAS and civil courts and Payslips and P45 forms. We have sought to satisfy these queries to the best of our ability and sought assistance from the Purchaser (and the records they have access to) where appropriate. We anticipate this will be a matter that will continue to require our attention over the next 6 months.

Extension of the period of the administration

We told you in our last report that we were considering exit routes for each of the administrations and would pursue the route that best achieved the objectives of the administration and ensure we could complete our work. In the period covered by this report, we sought an extension to the period of the administrations from the Secured Creditors in order to deal with the outstanding matters in the administrations. This extension was approved by the Secured Creditor and filed with the Registrar of Companies. The administrations are now due to expire on 1 March 2022 however we expect a number of the Companies to move to dissolution at an earlier date.

Investigations and actions

Nothing has come to our attention during the period under review to suggest that we need to do any more work in line with our duties under the Company Directors' Disqualification Act 1986 and SIP 2.

Our receipts and payments account

We set out in Appendix A an account of our receipts and payments in the administrations from 2 September 2020 to 1 March 2021.

Our expenses

We set out in Appendix B a statement of the expenses we've incurred to the date covered by this report and an estimate of our future expenses.

The statement excludes any potential tax liabilities that we may need to pay as an administration expense in due course because amounts due will depend on the position at the end of the tax accounting period

Our fees

We set out in Appendix C an update on our remuneration which covers our fees, disbursements and other related matters in this case.

Pre-administration costs

You can find in Appendix D information about the approval of the unpaid pre-administration costs previously detailed in our proposals. Payment of these amounts has been drawn in the period.

Creditors' rights

Plc, Security, Sugarman, Staffgroup, Premiere, People, PMP and Cleaning

Creditors have the right to ask for more information within 21 days of receiving this report as set out in Rule 18.9 IR16. Any request must be in writing. Creditors can also challenge our fees and expenses within eight weeks of receiving this report as set out in Rule 18.34 IR16. This information can also be found in the guide to fees at:

<https://www.icaew.com/-/media/corporate/files/technical/insolvency/creditors-guides/creditors-guide-administrators-fees-final.ashx>

Technical

You can find a note explaining the rights of creditors in relation to our fees and expenses, and how to request further information, online at:

https://www.icas.com/_data/assets/pdf_file/0015/2265/Creditors-Guide-to-Administrators-Renumeration-ICA S.pdf

You can also get a copy free of charge by telephoning Syed Shah on 0113 289 4314.

What we still need to do

There is still a considerable amount of work to do before the administrations can be concluded. The following is a summary of the key matters:

- Finalising the Licence to Occupy in place and facilitate the assignment of the remaining leases to the Purchaser where requested
- Continue to resolve employee queries where possible and review claims received to determine any preferential status
- Conclude the Companies' tax and VAT affairs
- Pay a distribution to Centrovalli following tax clearance from HMRC
- In the case of Cleaning, People, PMP and Technical to adjudicate creditor claims in order to declare and pay a dividend from the Prescribed part to Unsecured Creditors

Next steps

As explained earlier in this report, the period of the administrations were extended to 1 March 2022 by the consent of the Secured Creditors. We may seek a further extension to the period of the administration from the Courts, if we believe it is necessary to conclude the outstanding matters. It is possible that the administrations may end at different times, unless we consider that it is more cost effective to bring them to an end simultaneously. We'll provide an update on this in our next report.

We expect to send our next report to creditors at the end of the administrations or in about six months, whichever is the sooner.

If you've got any questions, please get in touch with Syed Shah on 0113 289 4314

Yours faithfully
For and on behalf of the Companies

A handwritten signature in black ink, appearing to be 'RMW' with a long horizontal stroke extending to the right.

Rachael Maria Wilkinson
Joint Administrator

Appendix A: Receipts and payments

Receipts and Payments Account	Plc			Total
	SOA	2 March 2020 to 1 September 2020	2 September 2020 to 1 March 2021	
Assets subject to fixed charges				
Fixed charge realisations				
Site Equipment	37,000.00	-	-	-
Investments	317,000.00	-	-	-
Total Fixed charge realisations	354,000.00	-	-	-
Fixed charge payments				
Total Fixed charge payments		-	-	-
Distribution under fixed charge		-	-	-
Net Fixed Charge Realisations		-	-	-
Assets subject to floating charges				
Floating charge realisations				
Investments		299,994.00	-	299,994.00
The business		1.00	-	1.00
The business Intellectual Property		1.00	-	1.00
The Computer Systems		1.00	-	1.00
The benefit of the contracts		1.00	-	1.00
The goodwill		1.00	-	1.00
The records		1.00	-	1.00
Funding from TSA		6,600.00	-	6,600.00
Pre Appointment Cash		62,713.45	-	62,713.45
Bank interest		441.97	-	441.97
Sundry refunds		-	1,508.48	1,508.48
Total floating charge asset realisations		369,755.42	1,508.48	371,263.90
Floating charge payments				
Professional fees*		(12,500.00)	11,111.12	(1,388.88)
Bank charges		(15.00)	(15.00)	(30.00)
Pre-appointment Administrators' fees		-	(21,562.00)	(21,562.00)
Pre-appointment Administrators' disbursements		-	(5.00)	(5.00)
Pre-appointment legal fees		-	(34,212.61)	(34,212.61)
Administrators' fees		-	(175,000.00)	(175,000.00)
Total floating charge payments		(12,515.00)	(219,683.49)	(232,198.49)
VAT Control account		(1,180.00)	(43,933.68)	(45,113.68)
Total cash at bank		356,060.42	(262,108.69)	93,951.73

* Professional fees paid by Plc in the last period were recharged to the other Companies during the period covered by this report.

Receipts and Payments Account	PMP			Total
	SOA	2 March 2020 to 1 September 2020	2 September 2020 to 1 March 2021	
Assets subject to fixed charges				
Fixed charge realisations				
Debtors		15,634,886.08	-	15,634,886.08
Site Equipment	77,500.00	-	-	-
Motor Vehicles	14,500.00	-	-	-
Total Fixed charge realisations	92,000.00	15,634,886.08	-	15,634,886.08
Fixed charge payments				
Pre-appointment Administrators' fees		-	(42,056.00)	(42,056.00)
Pre-appointment Administrators' disbursements		-	(10.00)	(10.00)
Pre-appointment legal fees		-	(59,714.00)	(59,714.00)
Administrators' fees		-	(125,000.00)	(125,000.00)
Total Fixed charge payments		-	(226,780.00)	(226,780.00)
Distribution under fixed charge		(15,094,932.77)	-	(15,094,932.77)
Net Fixed Charge Realisations		539,953.31	(226,780.00)	313,173.31
Assets subject to floating charges				
Floating charge realisations				
Accrued Income	77,500.00	-	-	-
Trade Debtors	15,276,700.00	-	-	-
Fixtures & Fittings, Plant and machinery		45,500.00	-	45,500.00
The business		1.00	-	1.00
The business Intellectual Property		1.00	-	1.00
The Computer Systems		1.00	-	1.00
The benefit of the contracts		1.00	-	1.00
The goodwill		1.00	-	1.00
The properties		1.00	-	1.00
The stock		1.00	-	1.00
The records		1.00	-	1.00
Pre Appointment Cash	3,558,000.00	142,571.07	-	142,571.07
Bank interest		1.04	-	1.04
Rates refunds		2,576.61	2,448.86	5,025.47
Third party funds		441.43	150.00	591.43
Total floating charge asset realisations	18,912,200.00	191,098.15	2,598.86	193,697.01
Floating charge payments				
Professional fees		-	(1,388.89)	(1,388.89)
Bank charges		-	(15.00)	(15.00)
Legal fees		-	(7,849.00)	(7,849.00)
Total floating charge payments		-	(9,252.89)	(9,252.89)
Net funds held under LTO		70,365.74	(50,663.89)	19,701.85
VAT Control account		9,021.67	(40,743.75)	(31,722.08)
Total cash at bank		810,438.87	(324,841.67)	485,597.20

Receipts and Payments Account	Security			
	SOA	2 March 2020 to 1 September 2020	2 September 2020 to 1 March 2021	Total
Assets subject to fixed charges				
Fixed charge realisations				
Debtors		8,235,980.88	-	8,235,980.88
Site Equipment	10,000.00	-	-	-
Computer Equipment	23,000.00	-	-	-
Motor Vehicles	17,000.00	-	-	-
Investments	-	200,000.00	-	200,000.00
Total Fixed charge realisations	50,000.00	8,435,980.88	-	8,435,980.88
Fixed charge payments				
Pre-appointment Administrators' fees		-	(35,586.00)	(35,586.00)
Pre-appointment Administrators' disbursements		-	(8.00)	(8.00)
Pre-appointment legal fees		-	(50,835.00)	(50,835.00)
Administrators' fees		-	(300,000.00)	(300,000.00)
Total Fixed charge payments		-	(386,429.00)	(386,429.00)
Distribution under fixed charge		(7,966,746.41)	-	(7,966,746.41)
Net Fixed Charge Realisations		469,234.47	(386,429.00)	82,805.47
Assets subject to floating charges				
Floating charge realisations				
Accrued Income	2,619,000.00	-	-	-
Trade Debtors	4,629,500.00	-	-	-
Fixtures & Fittings, Plant and machinery		26,000.00	-	26,000.00
The benefit of the bond documents		1.00	-	1.00
The business		1.00	-	1.00
The business Intellectual Property		1.00	-	1.00
The Computer Systems		1.00	-	1.00
The benefit of the contracts		1.00	-	1.00
The goodwill		1.00	-	1.00
The properties		1.00	-	1.00
The stock		1.00	-	1.00
The records		1.00	-	1.00
Pre Appointment Cash	1,937,000.00	-	-	-
Bank interest		0.01	-	0.01
Third party funds		-	627.12	627.12
Pre-appointment VAT refund		-	7,604.04	7,604.04
Total floating charge asset realisations	9,185,500.00	26,009.01	8,231.16	34,240.17
Floating charge payments				
Professional fees		-	(1,388.89)	(1,388.89)
Bank charges		-	(45.00)	(45.00)
Legal fees		-	(8,658.95)	(8,658.95)
Total floating charge payments		-	(10,092.84)	(10,092.84)
Net funds held under LTO		(597.98)	(3,476.31)	(4,074.29)
VAT Control account		(2,284.86)	(69,704.20)	(71,989.06)
Total cash at bank		492,360.64	(461,471.19)	30,889.45

Receipts and Payments Account	People			Total
	SOA	2 March 2020 to 1 September 2020	2 September 2020 to 1 March 2021	
Assets subject to fixed charges				
Fixed charge realisations				
Debtors		4,282,822.52	-	4,282,822.52
Site Equipment	210,000.00	-	-	-
Investments		1,703,067.05	-	1,703,067.05
Total Fixed charge realisations	210,000.00	5,985,889.57	-	5,985,889.57
Fixed charge payments				
Pre-appointment Administrators' fees		-	(47,448.00)	(47,448.00)
Pre-appointment Administrators' disbursements		-	(11.00)	(11.00)
Pre-appointment legal fees		-	(67,113.00)	(67,113.00)
Administrators' fees		-	(150,000.00)	(150,000.00)
Total Fixed charge payments		-	(264,572.00)	(264,572.00)
Distribution under fixed charge		(5,425,731.77)	-	(5,425,731.77)
Net Fixed Charge Realisations		560,157.80	(264,572.00)	295,585.80
Assets subject to floating charges				
Floating charge realisations				
Trade Debtors	3,626,000.00	-	-	-
Fixtures & Fittings, Plant and machinery		100,000.00	-	100,000.00
The business		1.00	-	1.00
The business Intellectual Property		1.00	-	1.00
The Computer Systems		1.00	-	1.00
The benefit of the contracts		1.00	-	1.00
The goodwill		1.00	-	1.00
The properties		1.00	-	1.00
The stock		1.00	-	1.00
The records		1.00	-	1.00
Bank interest		0.01	-	0.01
Rates refunds		4,592.90	11,987.55	16,580.45
Rent deposit		2,185.42	-	2,185.42
Third party funds		999.52	-	999.52
Total floating charge asset realisations	3,626,000.00	107,785.85	11,987.55	119,773.40
Floating charge payments				
Bank charges		(15.00)	(15.00)	(30.00)
Professional fees		-	(1,388.89)	(1,388.89)
Legal fees		-	(2,549.00)	(2,549.00)
Total floating charge payments		(15.00)	(3,952.89)	(3,967.89)
Net funds held under LTO		118,459.40	(90,400.34)	28,059.06
VAT Control account		9,992.81	(67,079.76)	(57,086.95)
Total cash at bank		796,380.86	(414,017.44)	382,363.42

Receipts and Payments Account	Technical			Total
	SOA	2 March 2020 to 1 September 2020	2 September 2020 to 1 March 2021	
Assets subject to fixed charges				
Fixed charge realisations				
Total Fixed charge realisations	-	-	-	-
Fixed charge payments				
Total Fixed charge payments		-	-	-
Net Fixed Charge Realisations		-	-	-
Assets subject to floating charges				
Floating charge realisations				
Trade Debtors	90,600.00	-	-	-
Debtors	-	334,538.50	-	334,538.50
Fixtures & Fittings, Plant and machinery	5,500.00	3,000.00	-	3,000.00
The business		1.00	-	1.00
The business Intellectual Property		1.00	-	1.00
The Computer Systems	-	1.00	-	1.00
The benefit of the contracts		1.00	-	1.00
The goodwill		1.00	-	1.00
The properties		1.00	-	1.00
The stock	-	1.00	-	1.00
The records		1.00	-	1.00
Pre Appointment Cash	27,000.00	41,892.63	-	41,892.63
Bank interest		0.33	-	0.33
Total floating charge asset realisations	123,100.00	379,439.46	-	379,439.46
Floating charge payments				
Bank charges		-	(30.00)	(30.00)
Statutory advertising		(83.00)	-	(83.00)
Professional fees		-	(1,388.89)	(1,388.89)
Legal fees		-	(8,345.80)	(8,345.80)
Pre-appointment legal fees		-	(11,839.00)	(11,839.00)
Administrators' fees		-	(75,000.00)	(75,000.00)
Total floating charge payments		(83.00)	(96,603.69)	(96,686.69)
VAT Control account		-	(15,277.78)	(15,277.78)
Total cash at bank		379,356.46	(111,881.47)	267,474.99

Receipts and Payments Account	Cleaning			
	SOA	2 March 2020 to 1 September 2020	2 September 2020 to 1 March 2021	Total
Assets subject to fixed charges				
Fixed charge realisations				
Debtors		5,352,151.28	-	5,352,151.28
Site Equipment	250,000.00	-	-	-
Computer Equipment	7,500.00	-	-	-
Motor Vehicles	10,500.00	-	-	-
Investments		-	-	-
Total Fixed charge realisations	268,000.00	5,352,151.28	-	5,352,151.28
Fixed charge payments				
Pre-appointment Administrators' fees		-	(24,443.00)	(24,443.00)
Pre-appointment Administrators' disbursements		-	(6.00)	(6.00)
Pre-appointment legal fees		-	(35,543.00)	(35,543.00)
Administrators' fees		-	(125,000.00)	(125,000.00)
Total Fixed charge payments		-	(184,992.00)	(184,992.00)
Distribution under fixed charge		(4,993,228.55)		(4,993,228.55)
Net Fixed Charge Realisations		358,922.73	(184,992.00)	173,930.73
Assets subject to floating charges				
Floating charge realisations				
Accrued Income	458,500.00	-	-	-
Trade Debtors	3,260,800.00	-	-	-
Fixtures & Fittings, Plant and machinery		159,500.00	-	159,500.00
The business		1.00	-	1.00
The business Intellectual Property		1.00	-	1.00
The Computer Systems		1.00	-	1.00
The benefit of the contracts		1.00	-	1.00
The goodwill		1.00	-	1.00
The properties		1.00	-	1.00
The stock		1.00	-	1.00
The records		1.00	-	1.00
Pre Appointment Cash	1,045,000.00	-	-	-
Third party funds		47,009.96	(46,896.55)	113.41
Total floating charge asset realisations	4,764,300.00	206,517.96	(46,896.55)	159,621.41
Floating charge payments				
Bank charges		(15.00)	(30.00)	(45.00)
Professional fees		-	(1,388.89)	(1,388.89)
Legal fees		-	(13,132.92)	(13,132.92)
Total floating charge payments		(15.00)	(14,551.81)	(14,566.81)
Net funds held under LTO		11,373.64	(10,116.25)	1,257.39
VAT Control account		(1.53)	(41,922.01)	(41,923.54)
Total cash at bank		576,797.80	(298,478.62)	278,319.18

Receipts and Payments Account	Premiere			
	SOA	2 March 2020 to 1 September 2020	2 September 2020 to 1 March 2021	Total
Assets subject to fixed charges				
Fixed charge realisations				
Debtors		3,441,092.16	-	3,441,092.16
Site Equipment		-	-	-
Computer Equipment	30,000.00	-	-	-
Motor Vehicles		-	-	-
Investments		-	-	-
Total Fixed charge realisations	30,000.00	3,441,092.16	-	3,441,092.16
Fixed charge payments				
Pre-appointment Administrators' fees		-	(13,659.00)	(13,659.00)
Pre-appointment Administrators' disbursements		-	(3.00)	(3.00)
Pre-appointment legal fees		-	(20,745.00)	(20,745.00)
Administrators' fees		-	(75,000.00)	(75,000.00)
Total Fixed charge payments		-	(109,407.00)	(109,407.00)
Distribution under fixed charge		(3,267,000.33)	-	(3,267,000.33)
Net Fixed Charge Realisations		174,091.83	(109,407.00)	64,684.83
Assets subject to floating charges				
Floating charge realisations				
Trade Debtors	3,079,500.00	-	-	-
Fixtures & Fittings, Plant and machinery		16,000.00	-	16,000.00
The business		1.00	-	1.00
The business Intellectual Property		1.00	-	1.00
The Computer Systems		1.00	-	1.00
The benefit of the contracts		1.00	-	1.00
The goodwill		1.00	-	1.00
The properties		1.00	-	1.00
The stock		1.00	-	1.00
The records		1.00	-	1.00
Bank interest		0.01	-	0.01
Third party funds		-	4,432.50	4,432.50
Total floating charge asset realisations	3,079,500.00	16,008.01	4,432.50	20,440.51
Floating charge payments				
Bank charges		-	(30.00)	(30.00)
Professional fees		-	(1,388.89)	(1,388.89)
Total floating charge payments		-	(1,418.89)	(1,418.89)
Net funds held under LTO		32,107.22	(18,496.30)	13,610.92
VAT Control account		7,778.93	(23,448.65)	(15,669.72)
Total cash at bank		229,985.99	(148,338.34)	81,647.65

Receipts and Payments Account	Staffgroup			
	SOA	2 March 2020 to 1 September 2020	2 September 2020 to 1 March 2021	Total
Assets subject to fixed charges				
Fixed charge realisations				
Investments		5,489,340.82	-	5,489,340.82
Total Fixed charge realisations	-	5,489,340.82	-	5,489,340.82
Fixed charge payments				
Pre-appointment Administrators' fees		-	(8,627.00)	(8,627.00)
Pre-appointment Administrators' disbursements		-	(2.00)	(2.00)
Pre-appointment legal fees		-	(24,202.05)	(24,202.05)
Administrators' fees		-	(75,000.00)	(75,000.00)
Professional fees		-	(1,388.89)	(1,388.89)
Legal fees		-	(1,078.98)	(1,078.98)
Bank charges		-	(30.00)	(30.00)
Total Fixed charge payments		-	(110,328.92)	(110,328.92)
Distribution under fixed charge		(5,165,007.59)	-	(5,165,007.59)
Net Fixed Charge Realisations		324,333.23	(110,328.92)	214,004.31
Assets subject to floating charges				
Floating charge realisations				
Total floating charge asset realisations	-	-	-	-
Floating charge payments				
Total floating charge payments		-	-	-
VAT Control account		-	(19,987.18)	(19,987.18)
Total cash at bank		324,333.23	- 130,316.10	194,017.13

Receipts and Payments Account	Sugarman			
	SOA	2 March 2020 to 1 September 2020	2 September 2020 to 1 March 2021	Total
Assets subject to fixed charges				
Fixed charge realisations				
Debtors		1,269,708.95	-	1,269,708.95
Computer Equipment	25,000.00	-	-	-
Total Fixed charge realisations	25,000.00	1,269,708.95	-	1,269,708.95
Fixed charge payments				
Pre-appointment Administrators' fees		-	(13,659.00)	(13,659.00)
Pre-appointment Administrators' disbursements		-	(3.00)	(3.00)
Pre-appointment legal fees		-	(22,363.57)	(22,363.57)
Administrators' fees		-	(100,000.00)	(100,000.00)
Total Fixed charge payments		-	(136,025.57)	(136,025.57)
Distribution under fixed charge		(1,092,683.56)	-	(1,092,683.56)
Net Fixed Charge Realisations		177,025.39	(136,025.57)	40,999.82
Assets subject to floating charges				
Floating charge realisations				
Trade Debtors	1,595,900.00	-	-	-
Fixtures & Fittings, Plant and machinery		13,000.00	-	13,000.00
The business		1.00	-	1.00
The business Intellectual Property		1.00	-	1.00
The Computer Systems		1.00	-	1.00
The benefit of the contracts		1.00	-	1.00
The goodwill		1.00	-	1.00
The properties		1.00	-	1.00
The stock		1.00	-	1.00
The records		1.00	-	1.00
Rates refunds		285.75	-	285.75
Third party funds		385.94	224.94	610.88
Total floating charge asset realisations	1,595,900.00	13,679.69	224.94	13,904.63
Floating charge payments				
Bank charges		-	(30.00)	(30.00)
Professional fees		-	(1,388.89)	(1,388.89)
Legal fees		-	(7,214.00)	(7,214.00)
Total floating charge payments		-	(8,632.89)	(8,632.89)
Net funds held under LTO		21,835.63	(17,069.65)	4,765.98
VAT Control account		4,367.14	(36,564.36)	(32,197.22)
Total cash at bank		216,907.85	(198,067.53)	18,840.32

Appendix B: Expenses

The following table provides details of our expenses. Expenses are amounts properly payable by us as Joint Administrators from the estate and includes our fees, but excludes distributions to creditors. The table also excludes any potential tax liabilities that we may need to pay as an administration expense because amounts becoming due will depend on the position at the end of the tax accounting period.

The table should be read in conjunction with the receipts and payments account at Appendix A, which shows expenses actually paid during the period and the total paid to date.

PLC	Brought forward (£)	Incurred in the period (£)	Cumulative (£)	Estimate of future expenses (£)	Estimated total (£)	Original estimate (£)	Variance (£)
Pre-administration costs	55,784	-	55,784	-	55,784	55,784	-
Legal fees and expenses*	-	4,864	4,864	2,923	7,787	2,281	5,506
Professional fees	1,389	-	1,389	-	1,389	1,389	-
Bank charges	15	15	30	100	130	115	15
Administrators' fees	-	175,000	175,000	130,433	305,433	305,433	-
Administrators' disbursements	2,594	7	2,601	500	3,101	3,094	7
Total	59,782	179,886	239,669	133,956	373,625	368,096	5,528

Security	Brought forward (£)	Incurred in the period (£)	Cumulative (£)	Estimate of future expenses (£)	Estimated total (£)	Original estimate (£)	Variance (£)
Pre-administration costs	86,429	-	86,429	-	86,429	86,429	-
Legal fees and expenses*	8,659	7,051	15,710	8,870	24,580	32,226	(7,646)
Professional fees	1,389	-	1,389	-	1,389	1,389	-
Insurance	-	116	116	150	266	-	266
Bank charges	-	45	45	100	145	100	45
Administrators' fees	-	300,000	300,000	86,414	386,414	386,414	-
Administrators' disbursements	231	130	361	500	861	731	130
Total	96,707	307,342	404,050	96,034	500,084	507,289	(7,205)

Cleaning	Brought forward (£)	Incurred in the period (£)	Cumulative (£)	Estimate of future expenses (£)	Estimated total (£)	Original estimate (£)	Variance (£)
Pre-administration costs	59,992	-	59,992	-	59,992	59,992	-
Legal fees and expenses*	13,133	22,941	36,074	5,350	41,424	31,839	9,585
Professional fees	1,389	-	1,389	-	1,389	1,389	-
Statutory advertising	-	-	-	83	83	166	(83)
Insurance	40	80	120	200	320	190	130
Bank charges	15	30	45	100	145	115	30
Administrators' fees	-	125,000	125,000	96,557	221,557	221,557	-
Administrators' disbursements	228	-	228	500	728	728	-
Total	74,797	148,051	222,848	102,790	325,638	315,976	9,662

People	Brought forward (£)	Incurred in the period (£)	Cumulative (£)	Estimate of future expenses (£)	Estimated total (£)	Original estimate (£)	Variance (£)
Pre-administration costs	114,572	-	114,572	-	114,572	114,572	-
Legal fees and expenses*	2,549	8,451	11,000	3,650	14,650	28,803	(14,154)
Professional fees	1,389	-	1,389	-	1,389	1,389	-
Statutory advertising	-	-	-	83	83	166	(83)
Insurance	825	1,387	2,212	2,000	4,212	1,825	2,387
Bank charges	15	15	30	50	80	65	15
Administrators' fees	-	150,000	150,000	317,552	467,552	467,552	-
Administrators' disbursements	227	117	344	400	744	727	17
Total	119,577	159,969	279,546	323,735	603,281	615,099	(11,818)

PMP	Brought forward (£)	Incurred in the period (£)	Cumulative (£)	Estimate of future expenses (£)	Estimated total (£)	Original estimate (£)	Variance (£)
Pre-administration costs	101,780	-	101,780	-	101,780	101,780	-
Legal fees and expenses*	7,849	6,069	13,918	3,586	17,504	15,485	2,019
Professional fees	1,389	-	1,389	-	1,389	1,389	-
Statutory advertising	-	-	-	83	83	166	(83)
Insurance	51	881	931	1,000	1,931	151	1,781
Bank charges	-	15	15	100	115	100	15
Administrators' fees	-	125,000	125,000	307,944	432,944	432,944	-
Administrators' disbursements	4,583	127	4,710	800	5,510	5,583	(73)
Total	115,651	132,091	247,743	313,513	561,256	557,597	3,659

Staffgroup	Brought forward (£)	Incurred in the period (£)	Cumulative (£)	Estimate of future expenses (£)	Estimated total (£)	Original estimate (£)	Variance (£)
Pre-administration costs	32,831	-	32,831	-	32,831	32,831	-
Legal fees and expenses*	1,079	13,370	14,449	11,482	25,931	91,774	(65,843)
Professional fees	1,389	-	1,389	-	1,389	1,389	-
Professional fees requiring approval**	-	26,150	26,150	20,000	46,150	-	46,150
Bank charges	-	30	30	25	55	25	30
Administrators' fees	-	75,000	75,000	16,373	91,373	91,373	-
Administrators' disbursements	251	7	258	200	458	501	(43)
Irrecoverable VAT	26,734	-	26,734	-	26,734	30,117	(3,383)
Total	62,285	114,557	176,842	48,080	224,922	248,010	(23,088)

Premiere	Brought forward (£)	Incurred in the period (£)	Cumulative (£)	Estimate of future expenses (£)	Estimated total (£)	Original estimate (£)	Variance (£)
Pre-administration costs	34,407	-	34,407	-	34,407	34,407	-
Legal fees and expenses*	-	4,601	4,601	100	4,701	2,866	1,835
Professional fees	1,389	-	1,389	-	1,389	1,389	-
Insurance	224	242	466	500	966	224	742
Bank charges	-	30	30	50	80	50	30
Administrators' fees	-	75,000	75,000	76,341	151,341	151,341	-
Administrators' disbursements	225	267	492	300	792	725	67
Total	36,245	80,139	116,384	77,291	193,675	191,002	2,673

Sugarman	Brought forward (£)	Incurred in the period (£)	Cumulative (£)	Estimate of future expenses (£)	Estimated total (£)	Original estimate (£)	Variance (£)
Pre-administration costs	36,026	-	36,026	-	36,026	36,026	-
Legal fees and expenses*	7,214	750	7,964	10,112	18,076	16,485	1,591
Professional fees	1,389	-	1,389	-	1,389	1,389	-
Insurance	51	240	291	500	791	101	690
Bank charges	-	30	30	30	60	50	10
Administrators' fees	-	100,000	100,000	36,341	136,341	136,341	-
Administrators' disbursements	230	73	303	500	803	730	73
Total	44,909	101,093	146,002	47,483	193,486	191,121	2,364

Technical	Brought forward (£)	Incurred in the period (£)	Cumulative (£)	Estimate of future expenses (£)	Estimated total (£)	Original estimate (£)	Variance (£)
Pre-administration costs	20,468	-	20,468	-	20,468	20,468	-
Legal fees and expenses*	8,346	4,499	12,844	10,316	23,161	21,772	1,389
Professional fees	1,389	-	1,389	-	1,389	1,389	-
Statutory advertising	83	-	83	83	166	166	-
Bank charges	-	30	30	50	100	50	50
Administrators' fees	-	75,000	75,000	26,373	101,373	101,373	-
Administrators' disbursements	230	361	591	700	1,291	730	561
Total	30,515	79,890	110,405	37,522	147,947	145,948	2,000

*Please note that the brought forward legal fees and expenses have been updated to reflect the finalised costs invoiced by our lawyers for the period up to 1 September 2020. The below costs were also successfully recharged to the Purchaser under the SPA and therefore the brought forward figures reflect the legal expenses that are considered expenses of the administration. The costs that were recharged are as follows:

Entity	Costs recharged to the Purchaser (£)
Plc	1,493.00
Security	4,450.00
Cleaning	3,770.75
People	2,305.00
PMP	1,587.50
Staffgroup	78,474.37
Premiere	0.00
Sugarman	237.50
Technical	0.00
Total	92,318.12

We are currently in discussion with the Purchaser regarding further legal fees recharges.

**During the period covered by this report, we incurred £26,150 in Staffgroup from other PwC offices which we will need to seek approval in order to pay as an expense of the administration. Further detail regarding these expenses can be found in Appendix C under the heading "Payments to associates".

Appendix C: Remuneration update

Our fees were approved on a fixed fee basis by the Secured Creditors. The total fixed fee that has been agreed is £2,294,328. To date we have drawn fees of £1,200,000 in total across all 9 entities, in line with the approval given, as shown on the enclosed receipts and payments account. You can view a copy of our remuneration report on our website www.pwc.co.uk/cordantgroup.

We set out in this Appendix details of our work to date, anticipated future work, disbursements, subcontracted work and payments to associates.

Our work in the period

Work undertaken	Why the work was necessary	What, if any, financial benefit the work provided to creditors or whether it was required by statute
Accounting and Treasury		
<ul style="list-style-type: none"> Processing receipts, payments and journals Performing bank account reconciliations 	<ul style="list-style-type: none"> Ensuring good stewardship of funds held on behalf of creditors 	<ul style="list-style-type: none"> To ensure the proper management of the funds that will in due course be distributed to creditors
Property		
<ul style="list-style-type: none"> Arranging for the return of keys to landlords following the vacation of properties Invoicing the Purchaser monthly under the LTO Regular payment of rent, service charge and insurance for properties occupied by the Purchaser Holding regular calls with the Purchaser to maintain the LTO agreement Extending the LTO to facilitate the assignment of leases to the Purchaser Reconciliation of funds held under LTO Seeking legal advice in relation to property matters Liaising with landlords to agree the surrender and renunciation of leases Recovery of rates refunds 	<ul style="list-style-type: none"> To recover the maximum value of assets 	<ul style="list-style-type: none"> To ensure all payments in respect of rent have been made To realise the maximum funds to be distributed to creditors
Creditors		
<ul style="list-style-type: none"> Corresponding with Unsecured Creditors regarding their claims and the prospects of future dividends Updating our website to include up to date information for creditors Liaising with third parties and the Purchaser to facilitate novation and termination of hire purchase agreements Arranging access to an online portal for all creditors from which they can receive updates on the status of their claims 	<ul style="list-style-type: none"> To ensure valid claims are admitted for dividend purposes To distribute funds to the creditors To provide creditors with information requested 	<ul style="list-style-type: none"> To ensure the correct distribution of funds
Employees and Pensions		
<ul style="list-style-type: none"> Responding to former employee queries regarding their claims and requests for employment information Reviewing employee claims to determine whether they rank as preferential or unsecured claims 	<ul style="list-style-type: none"> To provide creditors with information requested To deal with statutory requests under employment 	<ul style="list-style-type: none"> To ensure creditors are provided with the necessary information

- Responding to notices from ACAS, Employment Tribunals and Civil courts
- Liaising with HR departments of parts of the Group still trading to resolve queries raised by former employees
- Discuss claims against the pre-appointment insurance of the Companies with our insurance broker
- Dealing with general pension scheme queries and correspondence from the Pension Protection Fund

legislation where possible

Secured Creditors

- Liaising with the Secured Creditors regarding the strategy for the closure of the case
- Preparing updates for the Secured creditor
- To distribute funds to the creditors
- To provide creditors with information requested
- Direct benefit through distributions
- To ensure creditors are provided with the necessary information

Statutory and Compliance

- Preparing and issuing the first progress report to creditors and the registrar
- Preparing and issuing our Remuneration report and seeking fee approval from the Secured Creditors
- Maintenance of the website and uploading creditor updates
- Preparing a request to the Secured Creditors to extend the period of the administrations by 12 months and obtaining their consent
- Arranged filing of extension notice with the Registrar of Companies
- Filing of documents and dealing with books and records
- Updating case files and internal systems after the first month, then every six months
- Liaising with our insurance brokers to deal with personal injury claims against the Companies
- To meet the statutory duties of the Administrators
- Statutory or regulatory duties of the Administrators

Strategy and Planning

- Holding internal meetings to discuss the ongoing progress of the case
- Planning for the most efficient route for closure
- Conducting case reviews
- Reviewing budgets and forecasts for different workstreams in the administrations
- To ensure proper management of the administrations
- To ensure orderly management and progression of the cases in a cost effective manner

Sale of business

- Complying with our obligations under the sale agreement
- Liaising with third parties and the Purchaser to facilitate novation and of customer contracts
- Invoicing the Purchaser for legal fees rechargeable under the SPA
- Carrying out contractual obligations under the SPA
- The SPA has led to a better outcome for the creditors as a whole

Tax and VAT

- Preparation of tax computations
- Liaising with HMRC with in respect of Country-by-Country reporting requirements
- Preparing, reviewing and submitting quarterly VAT returns
- Arranging VAT registration of Staffgroup.
- To meet the statutory duties of the Administrators
- Statutory duties of the Administrators
- Mitigation of the tax liability to the estate

Our previous work

As this progress report is the first to be issued following the approval of the basis of our fees, below are details of things done by the Joint Administrators in previous periods.

Work undertaken	Why the work was necessary	What, if any, financial benefit the work provided to creditors or whether it was required by statute
Accounting and Treasury		
<ul style="list-style-type: none"> Opening bank accounts and arranging facilities Arranging for sweeps from pre-appointment bank accounts and reconciling estate funds and funds due to the Purchaser Preparing and reviewing the receipts and payments report Processing receipts, payments and journals 	<ul style="list-style-type: none"> Ensuring good stewardship of funds held on behalf of creditors Realising funds from pre-administration accounts 	<ul style="list-style-type: none"> To ensure the proper management of the funds that will in due course be distributed to creditors
Property		
<ul style="list-style-type: none"> Liaising with the Purchaser regarding the licences to occupy Fulfilling our obligations under the SPA Liaising with 63 landlords regarding outstanding rental arrears and other practical matters Obtaining funds from the Purchaser in order to pay rent Contacting 8 landlords regarding the offer of informal surrender after appointment Contacting 29 landlords regarding the offer of informal surrender following the vacation of the Purchaser Seeking legal advice in relation to property matters Seeking and obtaining public liability insurance of leasehold property sites of the Companies 	<ul style="list-style-type: none"> To recover the maximum value for assets 	<ul style="list-style-type: none"> To realise the maximum funds to be distributed to creditors
Creditors		
<ul style="list-style-type: none"> Corresponding with Unsecured Creditors regarding their claims and the prospects of future dividends Updating our website to include up to date information for creditors Set up and staffed a customer helpline and email mailbox, along with the redirection of the Company website and postal mail Liaising with third parties and the purchaser to facilitate novation and termination of hire purchase agreements Arranging access to an online portal for all creditors so they can receive updates on the status of their claims 	<ul style="list-style-type: none"> To ensure valid claims are admitted for dividend purposes To distribute funds to the creditors To provide creditors with information requested. 	<ul style="list-style-type: none"> Allows for the proper distribution of funds to creditors
Employees and Pensions		
<ul style="list-style-type: none"> Drafting, issuing and delivering initial communications and announcements Collating information relating to all outstanding employment litigation, including: current claim status, claim type, quantum assessment Writing to all relevant tribunals and parties, to stay the litigation by reason of the administration 	<ul style="list-style-type: none"> To ensure compliance with the statutory and regulatory rights of employees To provide former employees with information and deal with any legacy claims from former employees 	<ul style="list-style-type: none"> Ensures that claims of former employees are dealt with and, where appropriate, to allow them to continue claims which may be met by third parties such as insurers or the Redundancy Payments Services Compliance with statutory and regulatory requirements

- Responding to correspondence from the tribunal and parties to litigation regarding the status of the administration and how this impacts upon the litigation
- Dealing with a high court application for the lifting of a stay and the associated consent order
- Writing to claimants to invite submission of proof of debt form and withdrawal of claims
- Review of PPF online database, DWP tracing search and accounts for pensions information for each of the Companies
- Liaison with numerous parties to ascertain pensions and employee risk benefits information
- Issuing of statutory notices in respect of occupational schemes to the Pension Protection Fund advising of our appointment
- Copies were also issued to The Pensions Regulator and trustees as appropriate
- Correspondence with The Pensions Regulator in relation to no further auto-enrolment requirements

Investigations

- Collecting books and records of the Company where relevant to investigatory work
- Investigated possible wrongful trading by carrying out a detailed review of transaction in Companies' bank statement
- Performed bankruptcy and disqualification searches on current and former directors of the Companies
- Reviewed directors' loan accounts for improper activity
- Sought information from creditors on wrongful trading and reviewed responses
- Submitting our report on the conduct of the directors to the BEIS
- Required by statute and regulation
- Required by Company Directors Disqualification Act 1986 and SIP 2

Secured Creditors

- Notifying Secured Creditors of appointment
- Preparing updates to Secured Creditors
- Responding to Secured Creditors' queries
- Making distributions in accordance with security entitlements
- To distribute funds to the creditors
- To provide creditors with information requested
- Direct benefit through distributions
- To ensure creditors are provided with the necessary information

Statutory and Compliance

- Preparing and issuing all necessary initial letters and notices regarding the administration and our appointment
- Preparing and issuing our SIP16 report to creditors on the sale of the Companies' businesses and assets
- Drafting and reviewing a statement of Proposals to creditors including preparing receipts and payments accounts and statutory information
- Circulating notice of the Proposals to creditors, members and the Registrar of Companies
- Circulating notice of deemed approval of the Proposals
- Preparing for circulation to creditors a report giving details of the work we expect to carry out during the case, and the expenses that are likely to be incurred
- To meet the statutory duties of the Administrators
- Statutory or regulatory duties of the Administrators

- Requesting the Directors to prepare their Statements of Affairs
- Filing the Directors Statements of Affairs with the Registrar of Companies
- Filing change of name documentation with the Registrar of Companies
- Filing case records in line with internal policy
- Dealing with postal correspondence received
- Obtaining required insurance cover

Strategy and Planning

- Conducting regular reviews of the file to assess case strategy and progress
- Holding internal meetings to discuss the ongoing progress of the case
- Maintaining fee budgets & monitoring costs
- Considering timings for key milestones and key strategic decisions
- Arranging and holding telephone conferences with our lawyers
- Reviewing the future work to be undertaken
- To ensure proper management of the administration
- To ensure orderly management and progression of the case in a cost effective manner

Sale of business

- Completing the sale of the business and assets
- Fulfilling duties under the TSA to facilitate the movement of funds between the Purchaser and the pre-appointment bank facilities in order to pay wages
- Liaising with Purchaser and solicitors
- Reconciling funds received from the sale of the business
- Payment of funds to the Purchaser received from customers in error
- Fulfilling other duties under the sale agreement relating to deferred consideration security and overseas subsidiaries
- Completing the SPA allowed best value to be realised for the Companies' assets and mitigates creditor claims
- Carrying out contractual obligations under the SPA
- Maximises asset realisations to the benefit of creditors
- Mitigates certain claims such as employee claims so the number and value of creditors is reduced

Tax and VAT

- Carrying out tax review and subsequent enquiries
- Preparing initial drafts of administration tax computations and general communications with HMRC.
- Gathering information for the initial VAT review and advising on pre appointment VAT returns
- Preparing and completing the first and subsequent post-appointment VAT return
- General communications with HMRC
- To meet the statutory duties of the Administrators
- Statutory duties of the Administrators
- Mitigation of the tax liability to the estate

Our future work

We still need to do the following work to achieve the purpose of administration.

Work undertaken

What, if any, financial benefit the work provided to creditors or whether it was required by statute

Accounting and Treasury

- Dealing with receipts, payments and journals
- Carrying out bank reconciliations
- Statutory requirements and ensures good stewardship of estate funds

- Closure of the bank account

Property

- Review Insurance arrangements and obtain additional insurance if appropriate
- Liaising with landlords and responding to queries
- Preparing the final LTO funding requests to the Purchaser
- Set up and process payment run to individual landlords in relation to each obligation under the lease (rent/service charge/insurance)
- Seeking legal advice regarding landlord and property queries
- Liaising with Purchaser regarding closure of sites and offering surrender of the lease to the landlord
- Oversight role in relation to the lease surrender/new lease process
- Finalising the licence to occupy granted to the Purchaser
- To comply with the duties of the Administrators under the SPA
- To settle costs funded by the Purchaser that would be considered an expense of the administrations

Creditors

- Liaising with creditors regarding their unsecured claims and dividend prospects
- Dealing with proofs of debt for dividend purposes
- Preparing correspondence to potential creditors inviting lodgment of proofs of debt
- Receiving proofs of debt and maintaining register
- To ensure creditors are provided with the necessary information
- To ensure the correct distribution of funds

And for PMP, People, Technical and Cleaning:

- Adjudicating claims, including requesting further information from claimants
- Preparing correspondence to claimant advising outcome of adjudication and advising of intention to declare dividend
- Advertising intention to declare dividend
- Calculating dividend rate and preparing dividend file
- Preparing correspondence to creditors announcing declaration of dividend
- Preparing and paying distribution

Employees and Pensions

- Receiving and following up employee enquiries via telephone, post and email
- Review and agreement of employees' claims and determining if any employees have preferential claims
- Dealing with general pension scheme issues and the Pension Protection Fund
- Issuing of statutory notices in respect of occupational pension schemes operated by the Group, on ceasing to act to the Pension Protection Fund, along with copies to The Pensions Regulator and Trustees as appropriate
- Communications with Employment Tribunal, ACAS and civil proceedings regarding ongoing proceedings
- Continue discussions with the Purchaser to obtain the supporting documentation required to adjudicate claims received from former employees
- Ensuring civil court matters are brought to a conclusion in the administration process
- To ensure creditors are provided with the necessary information
- To ensure the correct distribution of funds to those with valid unsecured claims

Secured Creditors

- Responding to Secured Creditors' queries
- Making further distributions in accordance with security entitlements
- To ensure creditors are provided with the necessary information
- To ensure the correct distribution of funds

Statutory and Compliance

- Preparing and issuing periodic and final progress reports to creditors and the registrar
- Dealing with records in storage and destruction in line with policy
- Filing of documents and dealing with books and records
- To comply with statutory requirements

- Preparing closure documents and filing the notice of move to dissolution with the Registrar
- Maintenance of the website and uploading creditor updates
- Closure of internal systems and databases

Strategy and Planning

- Holding internal meetings to discuss the ongoing progress of the case
- Review of costs against estimates
- Planning for the most efficient route for closure
- To ensure orderly management and progression of the case in a cost effective manner

Tax and VAT

- Preparation of tax computations
- Liaising with HMRC and obtaining tax clearance
- Continued VAT submissions to recover VAT receivable
- Reconcile VAT returns to our accounting system to ensure all VAT has been adequately disclosed / recovered from HMRC
- Deregistration of VAT and submission of VAT 426s if required
- To comply with statutory requirements

Disbursements

We don't need to get approval to draw expenses or disbursements unless they are for shared or allocated services provided by our own firm, including room hire, document storage, photocopying, communication facilities. These types of expenses are called "Category 2" disbursements and they must be directly incurred on the case, subject to a reasonable method of calculation and allocation and approved by the same party who approves our fees.

Our expenses policy allows for all properly incurred expenses to be recharged to the administration and has been approved by the Secured Creditors where required.

The following disbursements arose in the period of this report.

Plc

Category	Policy	Costs incurred (£)
1	Postage	7.12
	Total	7.12
	Brought forward as at 1 September 2020	2,594.12
	Total disbursements to 1 March 2021	2,601.24

Security

Category	Policy	Costs incurred (£)
1	Travel expenses	6.37
1	Postage	123.8
	Total	130.17
	Brought forward as at 1 September 2020	230.58
	Total disbursements to 1 March 2021	360.75

Cleaning

Category	Policy	Costs incurred (£)
	-	0.00
	Total	0.00
	Brought forward as at 1 September 2020	227.79
	Total disbursements to 1 March 2021	227.79

People

Category	Policy	Costs incurred (£)
1	Postage	6.37
1	Insurance	110.28
	Total	116.65
	Brought forward as at 1 September 2020	227.48
	Total disbursements to 1 March 2021	344.13

PMP

Category	Policy	Costs incurred (£)
1	Postage	122.89
2	Printing	4.26
	Total	127.15
	Brought forward as at 1 September 2020	4,582.80
	Total disbursements to 1 March 2021	4,709.95

Staffgroup

Category	Policy	Costs incurred (£)
1	Travel expenses	7.08
	Total	7.08
	Brought forward as at 1 September 2020	251.21
	Total disbursements to 1 March 2021	258.29

Premiere

Category	Policy	Costs incurred (£)
1	Postage	266.86
	Total	266.86
	Brought forward as at 1 September 2020	225.00
	Total disbursements to 1 March 2021	491.86

Sugarman

Category	Policy	Costs incurred (£)
1	Postage	73.04
	Total	73.04
	Brought forward as at 1 September 2020	229.95
	Total disbursements to 1 March 2021	302.99

Technical

Category	Policy	Costs incurred (£)
1	Postage	361.15
	Total	361.15
	Brought forward as at 1 September 2020	229.57
	Total disbursements to 1 March 2021	590.72

Our relationships

We have no business or personal relationships with the parties who approve our fees or who provide services to the administration where the relationship could give rise to a conflict of interest.

Payments to associates

During the period covered by this report, we have not made any payments to associates of PwC LLP. We have however instructed PricewaterhouseCoopers Legal Aktiengesellschaft Rechtsanwaltskanzlei ("PwC Germany") and PricewaterhouseCoopers Belastingadviseurs N.V ("PwC Netherlands") to advise in respect of the European subsidiaries of Staffgroup that are currently being liquidated. As Staffgroup is the parent company, it has certain duties to fulfill to assist in the wider group restructuring process. These costs require approval in the same way as Category 2 disbursements and we will seek approval for their expenses from the Secured Creditors.

Details of subcontracted work

No work which our staff normally do has been subcontracted during the periods of the report and we do not anticipate such requirements in the future.

Legal and other professional firms

We've instructed the following professionals on this case:

Service provided	Name of firm	Reason selected	Basis of fees
Legal advice including completing the sale of the business, negotiation of novation agreements, advice in respect of property matters under the LTO, extension of the LTO, issuing change of name documentation, validity of appointment advice.	Eversheds Sutherland (International) LLP	Insolvency expertise	Time costs and disbursements
Legal advice including preparation and filing of appointment documentation England.	Gateleys Plc	Insolvency expertise	Time costs and disbursements
Collection of pre appointment business rates prepayments	CAPA	Industry expertise	Percentage of realisations
Legal advice including preparation and filing of appointment documentation in Scotland and providing validity of appointment advice.	Burness Paull LLP	Insolvency expertise	Time costs and disbursements

We require all third party professionals to submit time costs analyses and narrative in support of invoices rendered. We undertake the following steps to review professional firms' costs:

- review amounts charged against the description of work undertaken and the circumstances of the case;
- seek further breakdown of costs and detail of work undertaken where necessary;
- comparisons with upfront budgets;
- review of disbursements claimed; and
- ongoing dialogues with regards to the work being performed.

We are satisfied that the amounts incurred to date are reasonable in the circumstances of the case.

Appendix D: Pre-administration costs

The following costs were incurred before our appointment with a view to the Companies going into administration. These costs were approved for Technical on 18 December 2020 and on 29 October 2020 for the remaining entities. All these amounts have now been paid from the administration estates with the exception of Technical which are in the process of being paid. Further information including a breakdown of the pre-administration work that was undertaken can be found in our Proposals for achieving the purpose of administration and first progress report both available on our website at www.pwc.co.uk/cordantgroup.

	Paid amount (£) Prior to 2 March 2020	Payment made by	Unpaid amount as of 2 March 2020 (£)
Our fees as Administrators-in-waiting	276,197.00	Plc prior to appointment	215,672
Expenses incurred by us as Administrators-in-waiting	3,408.95	Plc prior to appointment	50
- Eversheds Sutherland	-	N/A	306,195
- Gateleys Plc	-	N/A	16,053
- Burness Paull	-	N/A	4,319
- Lambert Smith Hampton Ltd	13,350.00	Plc prior to appointment	-
- Intralinks	5,056.87	Plc prior to appointment	-
Total	298,012.82		542,289

We set out below a split of the above costs by individual entity:

	Plc (£)	PMP (£)	Security (£)	People (£)	Technical (£)	Cleaning (£)	Premiere (£)	Staffgroup (£)	Sugarman (£)	Total (£)
Admin in waiting - fees	21,567	42,056	35,586	47,448	8,627	24,443	13,659	8,627	13,659	215,672
Admin in waiting - expenses	5	10	8	11	2	6	3	2	3	50
Eversheds Sutherland - fees	29,597	57,714	48,835	65,113	7,520	33,543	18,745	11,839	18,745	291,651
Eversheds Sutherland - expenses*	2,562	-	-	-	-	-	-	10,363	1,618	14,544
Gateleys - fees	2,000	2,000	2,000	2,000	-	2,000	2,000	2,000	2,000	16,000
Gateleys - expenses	53	-	-	-	-	-	-	-	-	53
Burness Paull	-	-	-	-	4,319	-	-	-	-	4,319
	55,784	101,780	86,429	114,572	20,468	59,992	34,407	32,831	36,026	542,289

Appendix E: Other information

Court details for the administration:	In the High Court of Justice Business and Property Courts of England and Wales Insolvency and Companies List (ChD) CR-2020-001299 CR-2020-001298 CR-2020-001304 CR-2020-001301 CR-2020-001300 CR-2020-001302 CR-2020-001306 CR-2020-001303 In the Court of Session, Edinburgh PI55/20
Company's registered name:	Cordant Group Plc Security Realisations Limited (formerly Cordant Security Limited) C.L.C Realisations Limited (formerly Cordant Cleaning Limited) PTR Realisations Limited (formerly Cordant People Limited) PRL Realisations 1 Limited (formerly PMP Recruitment Limited) SFG Realisations Limited (formerly Staffgroup Limited) PEG 1 Realisations Limited (formerly Premiere Employment Group Limited) SGHW Realisations Limited (formerly Sugarman Health & Wellbeing Limited) Cordant Technical Limited
Trading name:	Cordant Group
Registered number:	Cordant Group Plc - 03385619 Security Realisations Limited - 03153231 C.L.C Realisations Limited - 01569634 PTR Realisations Limited - 02636670 PRL Realisations 1 Limited - 03485614 SFG Realisations Limited - 07817905 PEG 1 Realisations Limited - 04963501 SGHW Realisations Limited - 02958051 Cordant Technical Limited - SC22 2281
Registered address of the Companies:	8th Floor Central Square, 29 Wellington Street, Leeds, LS1 4DL Please note the registered address for Cordant Technical is: Atria One, 144 Morrison Street, Edinburgh, United Kingdom, EH3 8EX
Date of the Joint Administrators' appointment:	02 March 2020
Joint Administrators' names, addresses and contact details:	Rachael Maria Wilkinson PricewaterhouseCoopers LLP, 3 Forbury Place, 23 Forbury Road, Reading RG1 3JH Zelf Hussain, PricewaterhouseCoopers LLP, 7 More London Riverside, London, SE1 2RT

David Robert Baxendale, PricewaterhouseCoopers LLP, 7 More London
Riverside, London, SE1 2RT

**Extension to the initial periods
of appointment:** 12 month extension granted by the Secured Creditors to 1 March 2022 for
each of the administrations of the Companies
