

TO ALL KNOWN CREDITORS

7 August 2023

Ref: TRS/LW/TP/LJ/D11.1
Direct line: 0141 226 9332
Laura Jones
gwksadministration@uk.ey.com

Dear Sirs/Madam

GWKS Ltd (In Administration) ('the Company')

As you will be aware, the above-named Company entered Administration on 13 June 2023 and Daniel Christopher Hurd and I were appointed to act as Joint Administrators.

I write to advise that a copy of our statement of proposals as required by paragraph 49 of Schedule B1 to the Insolvency Act 1986 can now be viewed and downloaded from https://www.ey.com/en_uk/gwksltdadministration. Also, uploaded to this webpage is an estimate of remuneration to be charged ('the fees estimate') and details of expenses incurred or likely to be incurred.

We intend to seek decisions of creditors by correspondence on the following matters:

1. The approval of the Joint Administrators' proposals.
2. The formation of a creditors' committee. To be validly constituted, a creditors' committee must have at least three and not more than five members.
3. In the event that a creditors' committee is not formed, to fix the basis of the Joint Administrators' remuneration as provided for in the proposals and the attached fees estimate.
4. In the event that a creditors' committee is not formed, to authorise the Joint Administrators to draw Category 2 disbursements in accordance with the statement of disbursements set out in the proposals.
5. In the event that a creditors' committee is not formed, to approve payment of unpaid pre-Administration costs which were incurred with a view to the Company entering Administration, as set out in the proposals.

Formal notice of the decision procedure is enclosed, together with a voting form, an invitation to form a creditors' committee and notice of claim form. Please follow the instructions in the notice and, if applicable, the invitation to form a committee, in order to be eligible to vote.

If there are any matters concerning the Company's affairs which you consider may require investigation and consequently should be brought to our attention, please forward the details to me in writing as soon as possible.



Should you have any further questions, please send your enquiry to gwksadministration@uk.ey.com.

Yours faithfully
for the Company

A handwritten signature in blue ink, appearing to read 'Lucy Winterborne', is enclosed in a light blue rectangular box.

Lucy Winterborne
Joint Administrator

Enc: Notice of decision procedure
Voting form
Invitation to form a creditors' committee
Claim form for voting purposes

Lucy Winterborne is licensed in the United Kingdom to act as an Insolvency Practitioner by The Insolvency Practitioners Association and Daniel Christopher Hurd is licensed in the United Kingdom to act as an Insolvency Practitioner by The Institute of Chartered Accountants in England and Wales.

The affairs, business and property of the Company are being managed by the Joint Administrators, Lucy Winterborne and Daniel Christopher Hurd, who act as agents of the Company only and without personal liability.

The Joint Administrators may act as data controllers of personal data as defined by the UK General Data Protection Regulation (as incorporated in the Data Protection Act 2018), depending upon the specific processing activities undertaken. Ernst & Young LLP and/or the Company may act as a data processor on the instructions of the Joint Administrators. Personal data will be kept secure and processed only for matters relating to the Joint Administrators' appointment. The Office Holder Data Privacy Notice can be found at www.ey.com/uk/officeholderprivacy.

Notice to creditors of decision procedure

Paragraph 51 of Schedule B1 to the Insolvency Act 1986 and Rules 3.38 and 15.8 of the Insolvency (England and Wales) Rules 2016

Name of court: In the High Court of Justice, Business and Property Courts in Bristol, Insolvency and Companies List (ChD), Companies List

Case number: CR-2023-BRS-000061

Registered name of the Company: GWKS Ltd (In Administration)

Other trading name or style of the Company: G Works Construction

Any other registered name in the 12 months prior to Administration: N/A

Registered number: 05704709

Registered office address: C/o Ernst & Young LLP, The Paragon, 32 Counterslip, Bristol, BS1 6BX

Principal trading address (if different from above): Unit 3, East Quay, Wylds Road, Bridgwater, Somerset, TA6 4DB

Date on which the company entered Administration: 13 June 2023

Date of appointment of Joint Administrators: 13 June 2023

Details of the Joint Administrators

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|--|--|
| Lucy Winterborne Ernst & Young LLP The Paragon, 32 Counterslip, Bristol, BS1 6BX | Daniel Christopher Hurd Ernst & Young LLP No1 Colmore Square, Birmingham, B4 6HQ |
| Office holder number: | 21130 / 20030 |
| Email: | gwksadministration@uk.ey.com |
| Name of alternative person to contact about the Administration: Laura Jones | |

NOTICE IS HEREBY GIVEN that the Joint Administrators of the above-named Company are seeking decisions from creditors by correspondence on the following matters:

1. The approval of the Joint Administrators' proposals dated 7 August 2023.
2. In the event that a creditors' committee is not formed, to fix the basis of the Joint Administrators' remuneration as provided for in the proposals and the fees estimate both dated 7 August 2023.
3. In the event that a creditors' committee is not formed, to authorise the Joint Administrators to draw Category 2 disbursements in accordance with the statement of disbursements set out in the proposals.
4. That, in accordance with the provisions of Rule 3.52 of the Insolvency (England and Wales) Rules 2016, the payment of unpaid pre-Administration costs as disclosed in the Administrators' statement of expenses and proposals to creditors can be met as an expense of the Administration.

Creditors wishing to vote on the above matters, including any creditors who have opted out of receiving notices but nonetheless wish to vote, must complete and return the attached voting form and claim form, and return them to me by post or email to be received no later than 23:59 on 28 August 2023 (**the decision date**). Votes in respect of claim forms received after this time will be disregarded.

Creditors whose debts may be treated as small debts in accordance with Rule 14.31(1) of the Insolvency (England and Wales) Rules 2016 must still deliver a claim form if they wish to vote.

A creditor may apply to court to appeal a decision on eligibility to vote in the decision procedure. Any appeal must be made no later than 21 days after **the decision date**.

Creditors who meet the thresholds set out in section 246ZE of the Insolvency Act 1986 namely 10% in value of creditors, 10% in number of creditors or 10 creditors may, within five business days from the date of delivery of this notice, require a physical meeting to be held to consider the matters.

Signed
Lucy Winterborne
Joint Administrator



Date 7 August 2023

GWKS Ltd (In Administration)

Voting form

Resolutions

1. That the Joint Administrators' proposals dated 7 August 2023 be approved.

FOR/AGAINST

2. In the event that a creditors' committee is not formed, the basis of the Joint Administrators' remuneration should be fixed as provided for in the proposals and the fee estimated both dated 7 August 2023.

FOR/AGAINST

3. In the event that a creditors' committee is not formed, to authorise the Joint Administrators to draw Category 2 disbursements in accordance with the statement of disbursements set out in the proposals and the fee estimate and statement of expenses both dated 7 August 2023.

FOR/AGAINST

4. That, in accordance with the provisions of Rule 3.52 of the Insolvency (England and Wales) Rules 2016, the payment of unpaid pre administration costs as disclosed in the Administrators' statement of expenses and proposals to creditors can be met as an expense of the Administration.

FOR/AGAINST

Signature _____

Name of signatory _____

On behalf of
(name of creditor) _____

Date _____

Notice to creditors – invitation to form a creditors’ committee

Rule 3.39, Insolvency (England and Wales) Rules 2016

Name of court: In the High Court of Justice, Business and Property Courts in Bristol, Insolvency and Companies List (ChD), Companies List

Case number: CR-2023-BRS-000061

Registered name of the Company GWKS Ltd (In Administration)

Other trading name or style of the Company: G Works Construction

Any other registered name in the 12 months prior to Administration: N/A

Registered number: 05704709

Registered office address: c/o Ernst & Young LLP, The Paragon, 32 Counterslip, Bristol, BS1 6BX

Principal trading address (if different from above): Unit 3, East Quay, Wylds Road, Bridgwater, Somerset, TA6 4DB

Date on which the company entered Administration: 13 June 2023

Date of appointment of Joint Administrators: 13 June 2023

Details of the Joint Administrators

Lucy Winterborne
Ernst & Young LLP
The Paragon, Counterslip, Bristol, BS1 6BX

Daniel Christopher Hurd
Ernst & Young LLP
No.1 Colmore Square, Birmingham, B4 6HQ

Office holder number: 21130 / 20030

Email: gwksadministration@uk.ey.com

Name of alternative person to contact about the Administration: Laura Jones

Invitation to form a creditors' committee

Creditors are invited to decide whether a creditors' committee should be formed if sufficient creditors are willing to be members of the committee. Information on the role of committees can be found at <https://www.r3.org.uk/media/documents/publications/professional/R3-Guide-to-Creditors-Committees.pdf>

To be validly established, a committee must have at least three and not more than five members, who must have agreed to act.

Should you wish to form a committee, please follow the instructions in the nomination form attached to this notice and return the completed nomination form, with written agreements to act where appropriate, to me at the above address to arrive no later than 28 August 2023. Nominations can only be accepted if I am satisfied as to the creditor's eligibility under Rule 17.4 of the Insolvency (England and Wales) Rules 2016.

Signed
Lucy Winterborne
Joint Administrator



Date

7 August 2023

GWKS Ltd (in Administration)

Nominations for creditors' committee

You may nominate up to five creditors of the Company. Please note that before a person can act as a member of a creditors' committee that person must agree to do so.

In the event that more than five valid nominations are received, the five receiving the most votes will be appointed.

When you have completed this form, please return it with the creditor's written agreement to act (unless you are nominating yourself or your own organisation) to Lucy Winterborne at GWKS Ltd (In Administration) c/o Ernst & Young LLP, G1 Building, 5 George Square, Glasgow, G2 1DY to arrive no later than the closing date stated on the notice of invitation to form a committee.

I nominate:

(Name of creditor) _____ of

(Address) _____

(Name of creditor) _____ of

(Address) _____

(Name of creditor) _____ of

(Address) _____

(Name of creditor) _____ of

(Address) _____

(Name of creditor) _____ of

(Address) _____

to be appointed as (a) member(s) of the creditors' committee.

Signature _____

Name of signatory _____

On behalf of
(name of creditor) _____

Date _____

The Insolvency Act 1986 and the Insolvency (England and Wales) Rules 2016

Administration Notice of Claim for Voting Purposes

GWKS Ltd (In Administration)

Date of Administration: 13 June 2023

PLEASE NOTE: Once completed, this form will be used by the Joint Administrators ONLY for the purposes of voting in a creditors' decision procedure or a requisitioned meeting of creditors. The form will not constitute admission of the claim to rank for dividend in this or any subsequent procedure. For further information see Rules 15.28 to 15.35 of the Insolvency (England and Wales) Rules 2016.

Name of creditor

Address

Amount claimed, after deductions for payments made post-Administration or adjustments for set off (see notes overleaf)

Is the claim preferential or secured?

If secured, value of security

If you have made a retention of title claim against the company please attach details (see over)

Signature on behalf of creditor

Date

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File with gwksadministration@uk.ey.com

Reviewed by _____

Notes to Administration Notice of Claim for Voting Purposes:

1. Please attach a detailed statement of your account as at the date on which the Company entered administration.
2. If you have claimed retention of title please provide details, including the value of any payments made, or goods returned, to you in respect of your claim.
3. If your claim is preferential (e.g. for wages, holiday pay or certain pension arrears) or secured please give details and attach supporting documentation.
4. VAT bad debt relief may usually be claimed six months after the date of supply.

Extracts from the Insolvency (England and Wales) Rules 2016:

15.31 Calculation of voting rights

- (1) Votes are calculated according to the amount of each creditor's claim -
 - (a) in an Administration, as at the date on which the Company entered Administration, less -
 - (i) any payments that have been made to the creditor after that date in respect of the claim, and
 - (ii) any adjustment by way of set-off which has been made in accordance with rule 14.24 or would have been made if that rule were applied on the date on which the votes are counted; ...
- (4) Where a debt is wholly secured its value for voting purposes is nil.
- (5) Where a debt is partly secured its value for voting purposes is the value of the unsecured part.
- (6) However, the value of the debt for voting purposes is its full value without deduction of the value of the security in the following cases -
 - (a) where the Administrator has made a statement under paragraph 52(1)(b) of Schedule B1 and the administrator has been requested to seek a decision under paragraph 52(2); ...
- (7) No vote may be cast in respect of a claim more than once on any resolution put to the meeting; and for this purpose (where relevant), the claim of a creditor and of any member State liquidator in relation to the same debt are a single claim.
- (8) A vote cast in a decision procedure which is not a meeting may not be changed.
- (9) Paragraph (7) does not prevent a creditor or member State liquidator from -
 - (a) voting in respect of less than the full value of an entitlement to vote; or
 - (b) casting a vote one way in respect of part of the value of an entitlement and another way in respect of some or all of the balance of that value.

15.32 Calculation of voting rights: special cases

- (1) In an Administration, a creditor under a hire-purchase agreement is entitled to vote in respect of the amount of the debt due and payable by the Company on the date on which the Company entered Administration.
- (2) In calculating the amount of any debt for the purpose of paragraph (1), no account is to be taken of any amount attributable to the exercise of any right under the relevant agreement so far as the right has become exercisable solely by virtue of -
 - (a) the making of an Administration application;
 - (b) a notice of intention to appoint an Administrator or any matter arising as a consequence of the notice; or
 - (c) the Company entering Administration.