

TO ALL KNOWN CREDITORS

31 May 2023

Ref: SW/ CGJK/ BL/ AP
Email:
officeteamadministration@uk.ey.com

Dear Sirs

OfficeTeam Limited (in Administration) (“the Company”)

I write to advise you that S J Woodward and I will shortly be in a position to conclude the Administration of the Company and that the Company will shortly be moving to Creditors' Voluntary Liquidation pursuant to paragraph 83 of Schedule B1 to the Insolvency Act 1986.

I last reported to you today (31 May 2023) with a report on the progress of the Administration for the period 14 November 2022 to 13 May 2023 (“the Progress Report”). I enclose, for your information, a copy of our receipts and payments to 13 May 2023 as detailed in the Progress Report. A copy of our final progress report will be sent to you in due course.

It is now appropriate for us to seek a decision from creditors on our discharge from liability as Joint Administrators, in accordance with the provisions of paragraph 98 of Schedule B1 to the Insolvency Act 1986. Please note, the discharge will take effect only after the Administration has ended.

We intend to seek a decision by deemed consent. I enclose formal notice of a decision by deemed consent, for your attention.

Should you have any queries relating to the enclosed documents or any other aspect of the administration, please do not hesitate to contact the email address above.

Yours faithfully
for the Company



C G J King
Joint Administrator

Enc: Receipts and Payments account
Notice of decision by deemed consent

S J Woodward and C G J King are 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, S J Woodward and C G J King, 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 Administrator's appointment. The Office Holder Data Privacy Notice can be found at www.ey.com/uk/officeholderprivacy.

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OfficeTeam Limited (in Administration)

Joint Administrators' Receipts and Payments from 14 November 2022 to 13 May 2023

Statement of Affairs Estimated to Realise Values (£)	1,2	Period from		Total
		14 May 2020 to 13 November 2022 (£)	14 November 22 to 13 May 2023 (£)	
Fixed charge receipts (excludes debts assigned to LBG)				
	2	2	-	2
9,771,388	3	445,965	990	446,955
		1,995,679	-	1,995,679
		539,240	-	539,240
100,000		100,000	-	100,000
		2,354,365	-	2,354,365
		5,435,249	990	5,436,239
Fixed charge payments				
	3	67,453	-	67,453
		39,678	-	39,678
		2,354,364	-	2,354,364
		277,945	-	277,945
		540,556	-	540,556
		3,279,996	-	3,279,996
Net fixed charge realisations		2,291,122	990	2,156,243
Floating charge receipts				
Asset realisations				
		528,311	-	528,311
45,000		74,000	-	74,000
375,000		375,000	-	375,000
	4	4	-	4
273,591		272,946	-	272,946
439,016		408,638	-	408,638
		106,481	3,446	109,928
		1,463	-	1,463
		35,000	-	35,000
Transfer receipts				
		305,629	-	305,629
		15,079	-	15,079
		454,755	-	454,755
Other receipts				
	4	3,399	10,288	13,687
		2,580,706	13,734	2,594,440
Floating charge payments				
		107,795	-	107,795
Costs of realisations:				
		6,232	-	6,232
		6,250	-	6,250
		4,000	-	4,000
		11,775	-	11,775
		763	-	763
Expenses:				
		2,527	3	2,531
		1,885	212	2,096
		5,443	857	6,300
		95	-	95
Property:				
		309,557	-	309,557
		11,151	-	11,151
Professional Fees:				
		102,136	11,864	114,000
		22,561	-	22,561
Administrators' Expenses:				
		1,388,861	-	1,388,861
		2,101	-	2,101
		1,983,132	12,936	1,996,068
Net floating charge receipts		597,574	798	598,372
Total net realisations		2,752,827	1,788	2,754,615
Funds in Hand				
		2,614,384	(608)	2,613,776
		138,444	2,395	140,839
		2,752,827	1,788	2,754,615

Notice to creditors of deemed consent

Paragraph 98 of Schedule B1 to the Insolvency Act 1986 and Rules 15.7 and 15.8 of the Insolvency (England and Wales) Rules 2016

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

Case number: CR-2020-BHM-000303

Registered name of the company: OfficeTeam Limited

Other trading name(s) or style(s) of the company: n/a

Any other registered name in the 12 months prior to administration: n/a

Registered number: 05095978

Registered office address: c/o Ernst & Young LLP, 1 Bridgewater Place, Water Lane, Leeds, LS11 5QR

Principal trading address (if different from above): Unit 4, 500 Purley Way, Croydon, Surrey, CR0 4NZ

Date on which the company entered administration: 14 May 2020

Date of appointment of joint administrators: 14 May 2020

Details of the joint administrators

Samuel James Woodward
Ernst & Young LLP
2 St Peter's Square, Manchester
M2 3EY

Charles Graham John King
Ernst & Young LLP
1 Bridgewater Place, Leeds
LS11 5QR

Office holder number:

12030 and 8985

Telephone number:

0113 298 2224

Name of alternative person to contact about the administration: Ben Leach

NOTICE IS HEREBY GIVEN that the Joint Administrators of the above-named company are seeking their discharge from liability, to take effect from the date on which notice of the end of the administration is registered with Companies House, by deemed consent.

Creditors will be deemed to have consented to the administrators' discharge from liability unless by the end of 19 June 2023 (**the decision date**) at least 10% in value of creditors who would be entitled to vote in a qualifying decision procedure have objected to approval and their objections have been made in accordance with the procedure set out below.

Objections

Any creditor wishing to object to the proposed decision on discharge including any creditor who has opted out from receiving notices about the administration - must deliver to me, at the above address, a notice stating that the creditor so objects. The notice must be delivered to me at the above address not later than the end of 19 June 2030 (**the decision date**) together with a proof in respect of the creditor's claim which complies with the requirements of Rules 15.28 to 15.35 of the Insolvency (England and Wales) Rules 2016 failing which the objection will be disregarded.

Please note that 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 proof of claim if they wish to object.

It is my responsibility, as Joint Administrator convening the deemed consent procedure, to aggregate any objections to see if the threshold is met for the decision to be taken as not having been made.

If the threshold is met the deemed consent procedure will terminate without a decision being made on the request for discharge and if a decision is sought again on the same matter it will be sought by a decision procedure.

Requests for a physical meeting to be held

Creditors who meet the thresholds in s.246ZE(7) 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, make a request to me in writing for a physical meeting of creditors to be held to consider the request for discharge from liability.

Signed



C G J King
Joint Administrator

Date 31 May 2023