

TO ALL KNOWN CREDITORS

3 May 2019

Ref: FLT/SEC/CL/PPF16.1  
Direct line: 0131 777 2440  
Catriona Lynch  
[scarragher@uk.ey.com](mailto:scarragher@uk.ey.com)

Dear Sirs

**T.O.M. Group Limited, TVRL Realisations Limited (formerly known as T.O.M. Vehicle Rental Limited), Caledonian Truck & Van Limited and Alistair Fleming Limited (all hereinafter referred to as ‘the Group’ or ‘the Companies’ (all in Administration))**

We write, in accordance with Rule 2.38 of the Insolvency (Scotland) Rules 1986, to provide creditors with a report on the progress of the Administrations of the Companies. This is the Joint Administrators’ second progress report and covers the period from 28 September 2018 to 27 March 2019.

This progress report should be read in conjunction with the Joint Administrators’ Statement of Proposals (‘the Proposals’) dated 4 April 2018 (deemed approved on 16 April 2018) and previous progress report dated 1 November 2018.

The Companies all entered Administration on 28 March 2018 and Colin Peter Dempster and I, Fiona Livingstone Taylor, were appointed to act as Joint Administrators. The appointments were made by the Companies’ Directors under the provisions of paragraph 22(2) of Schedule B1 to the Insolvency Act 1986. As licensed insolvency practitioners, we are bound by the Insolvency Code of Ethics when carrying out all professional work relating to the Administrations. Certain statutory information relating to the Companies and the appointment of the Joint Administrators is provided at Appendix 1.

As the affairs of the Companies are inter-linked, the progress report for any one company in the Group cannot be read in isolation from the others, hence the progress of each company’s Administration being presented in a single document.

**Summary of progress in the Administrations**

***Overview***

As creditors will recall from the Proposals and our previous progress report, the Group was a leading provider of commercial vehicle hire, sales and services with a combined fleet of c.12,000 vehicles and c.430 employees at 11 hire locations across the UK.

The Group also operated four complementary vehicle dealerships (Caledonian Truck & Van Limited (‘CTV’) and Alistair Fleming Limited (‘AF’)) through two franchised brands, Mercedes Benz and Citroen.

As it was not appropriate to trade the Group’s businesses in Administration or to offer them for sale as going concerns due to the nature of the businesses and the ongoing trading losses being incurred, the

Group accordingly ceased to trade on 28 March 2018 and the majority of employees were made redundant on this date. A small number of employees were retained for a short period to assist the Administrators in undertaking an orderly wind-down of the business and fulfilling their statutory duties.

As previously reported, a pre-pack sale of the business and certain assets of AF, which traded a Citroen franchise dealership in Kilmarnock, was effected on 29 March 2018 to Arnold Clark Automobiles Limited ('Arnold Clark').

Progress with realising the Companies' assets is discussed in further detail below.

### **T.O.M. Group Limited ('TG')**

TG did not trade and acted as a holding company in respect of shareholdings held in other Group companies. No recoveries will be available for any class of creditor in TG. HSBC did however make funding available to meet the costs of this Administration.

### **TVRL Realisations Limited (formerly known as T.O.M. Vehicle Rental Limited) ('TVRL')**

#### ***Asset realisation***

#### ***Funding Parties***

As outlined in the Proposals and discussed in our previous progress report, funding of £1.186m was provided to the Joint Administrators by 7 Hire Purchase ('HP') Funders ('the Funding Parties') (who accounted for 80% of the Group's HP debt) to meet the costs of retaining a fleet team at the Group's head office to ensure an orderly wind down of the businesses following the appointment.

The majority of the funds were utilised and refunds of the unused balance were made to each of the Funding Parties.

#### ***Fixed Charge Assets***

#### ***Debtors assigned to HSBC Invoice Finance ('HIF')***

As creditors will recall, HIF appointed Hilton-Baird Collection Services ('Hilton Baird') to collect the debts assigned to it. Debtor collection is ongoing and gross collections to date have increased by c£3m since our last report to c£12.3m from a ledger at the date of appointment of c£19.7m, comprising over 1,200 debtors. We are pleased to advise that HIF's debt at the date of appointment has now been repaid in full and Hilton Baird's latest estimates indicate that, after costs, there is likely to be a surplus of between £304k and £372k available to HSBC which has the benefit of an assignment over any surplus monies collected from these debts. A further update will be provided in our next report.

There are a large number of disputes and offset/damages claims arising from the wind down of TVRL's business and, following completion of the debtor collection exercise, a VAT bad debt relief claim will be submitted to HM Revenue & Customs ('HMRC') in respect of the debts which have proved to be uncollectable.

#### ***HP Vehicles***

Following the appointment, the Companies' 33 HP funders (including the Funding Parties) exercised their contractual rights to recover the vehicles held under HP contracts. There will accordingly be no return of surplus funds from these assets for the benefit of the general body of creditors.

## ***Floating Charge Assets***

### *Driver and Vehicle Licensing Agency ('DVLA') receipts*

TVRL was responsible for arranging and paying the relevant fees for road fund licences in respect of the vehicles and a significant number of vehicle licence fees were prepaid to the DVLA at the date of Administration. Whilst total refunds of road fund licences currently amount to £683k, there are still a significant number of vehicles where no refund has yet been received. We are continuing to liaise with the DVLA in order to quantify the extent and timing of further realisations.

### *Plant and equipment, motor vehicles, trailers and office furniture*

We engaged Thainstone's Specialist Auctions ('TSA') to ingather and sell the plant and equipment, motor vehicles, trailers and office furniture which were not subject to outstanding finance. We are pleased to advise that we have collected a further £33k in the period, bringing total realisations to £665k. TSA has confirmed that all owned equipment and vehicles have now been realised and as such we do not anticipate further realisations in this regard.

### *Unidentified income*

This represents income received to date totalling £51k which has not been allocated in TVRL's records. Our agents are continuing to investigate the position as it is possible that certain of these receipts relate to book debts which are secured to HIF or have been paid to TVRL in error. Accordingly, there may be a partial return of funds once the position is clarified.

### *Debtors*

Hilton Baird was also appointed to collect TVRL's debtor ledger which had not been assigned to HIF at the date of appointment. We are pleased to advise that, subject to clarification on the aforementioned unidentified income, this exercise is now largely complete. Total realisations of £156k, an increase of £24k since our last report, have been achieved to date. There have been a large number of disputes and damages claims arising from the wind-down of TVRL's business which has affected the overall collectability of the ledger. We will submit a VAT bad debt relief claim to HMRC in respect of the uncollectable book debts upon conclusion of the debt collection exercise.

In addition, a further £2k of insurance settlements have been received since our last report in relation to vehicle claims outstanding at the date of appointment.

### *Intellectual Property*

We are pleased to advise that a sale of the T.O.M. name, website name and related intellectual property has recently been completed, realising £15k for the benefit of the Administration. The funds were received after the period covered by this report and accordingly will be reflected in the Administrators' next report.

Following the sale of the T.O.M. name, we have filed the relevant documentation with Companies House to change the name of T.O.M. Vehicle Rental Limited to TVRL Realisations Limited.

### *Contingent asset*

By way of background, in 2016, the European Commission fined five major truck manufacturers for engaging in unlawful and anti-competitive price fixing in respect of the sale of trucks over six tonnes in the period from 1997 to 2011.

As a result of the European Commission ruling, two separate applications for Collective Proceedings Orders ('CPO') have to date been lodged with the UK Competition Appeal Tribunal ('the Tribunal'), in order to pursue claims for compensation on behalf of third parties who bought, leased or hired vehicles in the period and who, due to the price-fixing, have possibly overpaid for their trucks. The Tribunal has fixed a further hearing for June 2019 in order to determine if it will grant the applications for CPO.

Whilst the Directors have included a value of £5m for this contingent asset in their Statement of Affairs, it is not possible to predict the likely compensation, if any, which may be payable to TVRL at this early stage, as the potential for the award of compensation to third parties is wholly dependent on the Tribunal's granting of the CPO. We will update creditors on the progress of this matter in our next progress report.

### **Caledonian Truck & Van Limited ('CTV')**

Creditors will recall that, prior to the appointment of the Administrators, Mercedes Benz ('MB') terminated the dealership franchise agreements and, upon appointment, the majority of employees were immediately made redundant. The remaining employees were retained for a short period to ensure an orderly wind-down of business activities. The three trading sites closed on 20 April 2018 and the properties were returned to the landlord.

### ***Asset realisation***

#### *Debtors*

Hilton Baird was appointed to collect CTV's debtor ledger at the date of appointment and realisations of £584k have been achieved to date, an increase of £85k since our last report. The collection exercise is continuing however a significant proportion of the ledger has proved to be uncollectable due to a large number of disputes and offset/damages claims arising from the wind down of CTV's business. There are unlikely to be material future realisations from this source and a VAT bad debt relief claim to HMRC will be submitted upon conclusion of the debt collection exercise.

#### *Unidentified income*

This represents income received to date of £94k which has not been allocated in CTV's records. As is the position in TVRL above, our agents are continuing to investigate as it may be the case that certain of these receipts have been paid to CTV in error. Accordingly, there may be a partial return of funds once the position is clarified.

#### *Motor vehicles, plant and equipment*

The Administrators engaged TSA to ingather and sell the motor vehicles and plant and equipment which were not subject to outstanding finance. We are pleased to advise of total realisations of £178k which are in line with our previous estimates. No further realisations are anticipated.

### *Stock/Work in Progress*

A significant amount of outstanding warranty/repairs and maintenance invoicing was processed following the appointment and, together with the values attributable to owned plant, parts stock and signage removed from the dealerships by MB as part of the wind down, this has reduced MB's claims in the Administration (which will be subject to formal adjudication in due course).

### **Alistair Fleming Limited ('AF')**

Creditors will recall that a pre-pack sale to Arnold Clark of the AF business and certain assets was effected shortly after the Administrators' appointment and this transaction was reported in detail in the Administrators' Proposals and SIP16 letter.

### *Sale consideration*

The consideration for the pre-pack sale was £58k with the final element of the net consideration of £2k received in the period covered by this report.

The key assets not included in the sale were AF's debtors, work in progress and unencumbered vehicles at the date of appointment.

### *Debtors and Work in Progress*

As previously advised, Hilton Baird has achieved total realisations of £38k and debtor collection is complete. A VAT bad debt relief claim in respect of uncollectable book debts will shortly be submitted to HMRC and thereafter we will take the necessary steps to bring the Administration to a close.

### **Receipts and Payments Accounts**

We enclose, at Appendix 2, receipts and payments accounts for TG, TVRL, CTV and AF for the period from 28 September 2018 to 27 March 2019. These do not reflect estimated future realisations or costs.

### **Joint Administrators' Remuneration and Disbursements**

The statutory provisions relating to remuneration are set out in Rule 2.39 of the Insolvency (Scotland) Rules 1986. Further information is given in the Association of Business Recovery Professionals' publication 'A Creditors' Guide to Administrators' Fees', a copy of which may be accessed from the web site of the Insolvency Practitioners Association at <http://www.insolvency-practitioners.org.uk> (follow 'Regulation and Guidance' then 'Creditors' Guides to Fees, then 'Guides for Scotland', then 'Administration'), or is available in hard copy upon written request to the Joint Administrators.

The Administrators' remuneration was fixed on a time-cost basis by resolutions of the floating charge holders and preferential creditors as appropriate.

In the six months from 28 March 2018 to 27 September 2018, the Administrators incurred time costs of £788,693 at HSBC restricted rates and Category 2 disbursements of £11,291. At the time of our last progress report, we had received approval to draw interim fees of £519,601 and Category 2 disbursements of £10,741 in respect of the period from 28 March 2018 to 15 June 2018 and a detailed analysis was included in our report. We subsequently received approval to draw further interim fees of £269,092 and Category 2 disbursements of £549 in respect of the period from 16 June 2018 to 27 September 2018 and an analysis is provided below.

Company	Remuneration approved	Category 2 Disbursements approved
T.O.M. Group Limited	£1,189	£0.00
T.O.M. Vehicle Rental Limited	£237,078	£549.44
Caledonian Truck & Van Limited	£23,772	£0.00
Alistair Fleming Limited	£7,053	£0.00
<b>Total</b>	<b>£269,092</b>	<b>£549.44</b>

During the period covered by this report, the Administrators have incurred time costs of £351,131 at HSBC restricted rates and Category 2 disbursements of £1,690. Approval has been received to draw the undernoted interim fees and disbursements in respect of the period from 28 September 2018 to 11 January 2019, and the respective fees have been drawn in AF and TG. Fees in TVRL and CTV will be drawn shortly and will be reflected in the receipts and payments accounts in our next report.

Company	Remuneration approved	Category 2 Disbursements approved
T.O.M. Group Limited	£6,667	£0.00
T.O.M. Vehicle Rental Limited	£155,087	£1,690.40
Caledonian Truck & Van Limited	£35,102	£0.00
Alistair Fleming Limited	£13,396	£0.00
<b>Total</b>	<b>£210,252</b>	<b>£1,690.40</b>

An analysis of the time spent is attached at Appendix 3 to this report. At Appendix 4 there is a statement of the Administrators' policy in relation to charging time and disbursements.

There is an analysis of both Category 1 and Category 2 disbursements incurred in the period at Appendix 3.

### Secured Creditors

The Group had c£220m of debt exposure across 33 funders with Mercedes Benz, GMAC, Close Leasing, Lombard, Paccar, Santander and HSBC ('the 7 HP funders') accounting for c80% of the debt.

Additionally, the Group had a £3.5m overdraft facility and a confidential invoice discounting facility of £13m with HSBC and HIF respectively. Each of the Companies was party to a cross guarantee in favour of HSBC in respect of the Group's borrowings.

Qualifying floating charges are held as follows:

Company	Qualifying Floating Charge Holders
T.O.M. Group Limited	HSBC
T.O.M. Vehicle Rental Limited	HSBC, HSBC Invoice Finance, HSBC Equipment Finance, HSBC Asset Finance
Caledonian Truck & Van Limited	HSBC, Mercedes Benz
Alistair Fleming Limited	HSBC, Paccar

To date, a floating charge distribution of £200k has been made to HSBC in TVRL, and floating charge distributions of £150k and £75k have been made to HSBC and Mercedes Benz respectively in CTV. These distributions have been made in accordance with the ranking agreements in place.

There is likely to be a surplus of at least £300k available to HSBC following HIF being repaid its debt in full under its fixed charge security over the debtors in TVRL. We anticipate that there will be a shortfall to each of the HP funders in TVRL arising from recovery of the vehicles held under HP contracts at the date of appointment.

### **Preferential Creditors**

There are no preferential creditors in TG as this company did not trade and did not have any employees.

Following the pre-pack sale of the business and certain assets of AF, its 21 employees transferred to the purchaser and accordingly there are no preferential claims for arrears of employees' salaries, holiday pay or pension contributions.

We currently estimate preferential creditors of c£105k in TVRL and c£42k in CTV in respect of claims for arrears of employees' salaries, holiday pay and pension contributions. It is anticipated that these will be paid in full by the end of May 2019.

## **Non-preferential Creditors**

The Directors have estimated that total non-preferential creditor claims will be as follows:

<b>Company</b>	<b>Non-preferential creditor claims</b>
T.O.M. Group Limited	£43.16m
T.O.M. Vehicle Rental Limited	£71.26m
Caledonian Truck & Van Limited	£40.65m
Alistair Fleming Limited	£27.74m

Non-preferential creditor claims continue to be received and in TVRL are significantly more than the Directors have estimated. Claims received to date in TVRL and CTV (where there are likely to be funds available for a prescribed part distribution) are c£108m and c£6m respectively.

### **The prescribed part**

It is likely that there will be funds available to allow a distribution to TVRL and CTV's ordinary unsecured creditors by virtue of a dividend under the prescribed part. The timing and quantum of the dividend has yet to be determined as the asset realisation exercise is not yet complete and claims have still to be adjudicated upon. There will be insufficient funds available in TG and AF to enable a distribution to any class of creditor.

### **Distributions to creditors**

As reported above, interim distributions have been made to the floating charge holders in TVRL and CTV however no distributions have been made to either the preferential or unsecured creditors at this stage.

### **Extension of Administrations**

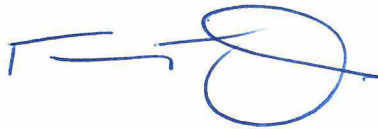
We are pleased to advise that the requisite creditors' consent was received, allowing the Administrators to extend the period of the Administrations by 12 months to 27 March 2020. The necessary statutory forms have been filed with the Registrar of Companies and the Court of Session.



## Next report

We will report to you again at the conclusion of the Administrations or in six months' time, whichever is the sooner.

Yours faithfully  
for the Companies (In Administration)



F L Taylor  
Joint Administrator

Enc: Statutory Information  
Joint Administrators' Receipts and Payments Accounts  
Summary of Joint Administrators' Time-Costs and Disbursements  
Joint Administrators' Policy on Fees and Disbursements

F L Taylor is licensed in the United Kingdom to act as an Insolvency Practitioner by The Institute of Chartered Accountants in England and Wales and C P Dempster is licensed in the United Kingdom to act as an Insolvency Practitioner by The Institute of Chartered Accountants of Scotland.

The affairs, business and property of the Companies are being managed by the Joint Administrators, F L Taylor and C P Dempster, who act as agents of the Companies only and without personal liability.

The Joint Administrators may act as data controllers of personal data as defined by the General Data Protection Regulation 2016/679, depending upon the specific processing activities undertaken. Ernst & Young LLP and/or the Companies 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' appointments. The Office Holder Data Privacy Notice can be found at [www.ey.com/uk/officeholderprivacy](http://www.ey.com/uk/officeholderprivacy)

**Statutory Information**

Company Name: T.O.M. Group Limited  
Registered Office Address: c/o Ernst & Young LLP  
5 George Square  
Glasgow, G2 1DY  
Registered Number: SC371327  
Trading Name: T.O.M. Group Limited  
Trading Address: Ninian Road  
Brownsburn Industrial Estate  
Airdrie  
ML6 9SE  
Court Reference: Court of Session P303/18

**Statutory Information**

Company Name: TVRL Realisations Limited (formerly T.O.M. Vehicle Rental Limited)  
Registered Office Address: c/o Ernst & Young LLP  
5 George Square  
Glasgow, G2 1DY  
Registered Number: SC130056  
Trading Name: T.O.M. Vehicle Rental Limited  
Trading Address: Ninian Road  
Brownsburn Industrial Estate  
Airdrie  
ML6 9SE  
Court Reference: Court of Session P300/18

## Appendix 1 (continued)

### Statutory Information

Company Name: Caledonian Truck & Van Limited  
Registered Office Address: c/o Ernst & Young LLP  
5 George Square  
Glasgow, G2 1DY  
Registered Number: SC428853  
Trading Name: Caledonian Truck & Van Limited  
Trading Addresses: Hareness Road  
Allens Industrial Estate  
Aberdeen  
Aberdeenshire  
AB12 3LE  
  
5-6 Tom Semple Road  
Balmakeith Industrial Estate  
Nairn  
Inverness-shire  
IV12 5QW  
  
6 Whitfield Drive  
Heathfield Industrial Estate  
Ayr  
South Ayrshire  
KA8 9RX

Court Reference: Court of Session P301/18

### Statutory Information

Company Name: Alistair Fleming Limited  
Registered Office Address: c/o Ernst & Young LLP  
5 George Square  
Glasgow, G2 1DY  
Registered Number: SC182191  
Trading Name: TOM Motors Citroen  
Trading Addresses: 4 Victoria East Road  
Kilmarnock  
Ayrshire  
KA1 3XJ

Court Reference: Court of Session P302/18

**Details of the Administrators and of their appointments**

Administrators: C P Dempster and F L Taylor

Date of Appointment: 28 March 2018

Appointors' name and address: The Companies' Directors, Ninian Road, Brownsburn Industrial Estate, Airdrie, ML6 9SE, under the provisions of paragraph 22(2) of Schedule B1 to the Insolvency Act 1986.

Any of the functions to be performed or powers exercisable by the Administrators may be carried out/exercised by any one of them acting alone or by any or all of them acting jointly.

**Statement concerning the EC Regulation**

The EC Council Regulation on Insolvency Proceedings does apply to these Administrations and the proceedings are main proceedings. This means that these Administrations are conducted according to UK insolvency legislation and are not governed by the insolvency law of any other European Union Member State.

## T.O.M Group Limited (In Administration)

Joint Administrators' Abstract of Receipts and Payments  
from 28 September 2018 to 27 March 2019

Estimated to Realise per Directors' Statement of Affairs	Cumulative to 27 September 2018 £	Transactions since 28 September 2018 £	Cumulative to 27 March 2019 £
	<b>Floating Charge Receipts</b>		
-	35,538	-	35,538
-	-	14	14
-	<u>35,538</u>	<u>14</u>	<u>35,552</u>
	<b>Payments</b>		
	-	303	303
	-	26,038	26,038
	-	1	1
	-	<u>(26,342)</u>	<u>(26,342)</u>
	<u>35,538</u>	<u>(26,328)</u>	<u>9,210</u>
	<b>Represented by:</b>		
			4,002
			5,208
			<u>9,210</u>

**Notes**

1. Receipts and payments are stated net of VAT

Appendix 2 (continued)

T.O.M. Vehicle Rental Limited (in Administration)

Joint Administrators' Abstract of Receipts and Payments  
from 28 September 2018 to 27 March 2019

Estimated to Realise per Directors' Statement of Affairs	Cumulative to 27 September 2018 £	Transactions since 28 September 2018 £	Cumulative to 27 March 2019 £	
<b>Assets assigned to HIF</b>				
Pre-appointment debtors payable to HIF	69,949	(69,949)	-	
	<b>69,949</b>	<b>(69,949)</b>	<b>-</b>	
<b>Trading Fund provided by the Funding Parties</b>				
Funding provided	1,186,408	-	1,186,408	
Costs of wind down	(985,759)	5	(985,754)	
Refunded	(171,216)	(29,438)	(200,654)	
	<b>29,433</b>	<b>(29,433)</b>	<b>-</b>	
<b>Floating Charge Receipts</b>				
875,000	Road fund licence refunds	681,329	1,229	682,558
670,000	Motor Vehicles and Trailers	607,222	32,800	640,022
100,000	Book debts	132,273	23,790	156,063
-	Funding provided by HSBC	75,000	-	75,000
-	Unidentified income	46,180	4,485	50,665
-	Insurance Refunds	30,928	2,202	33,130
25,000	Plant & machinery, office furniture & IT equipment	25,000	-	25,000
-	Sundry Income	12,757	518	13,276
-	Postage refund	462	-	462
-	Bank interest	77	5,171	5,248
<b>1,670,000</b>		<b>1,611,228</b>	<b>70,195</b>	<b>1,681,423</b>
<b>Payments</b>				
	Wages and Salaries	115,593	-	115,593
	Agents' Fees	60,655	5,265	65,920
	Insurance	21,021	216	21,237
	IT Costs	17,422	533	17,955
	Security Costs	15,649	-	15,649
	Bank charges and interest	9,921	(123)	9,797
	Motor Expenses	9,572	(1,808)	7,764
	Debt Collection Expenses	9,495	7,490	16,985
	Joint Administrators' Fees	-	629,075	629,075
	Joint Administrators' Expenses	-	17,079	17,079
	Distribution to secured creditor	-	200,000	200,000
	Legal Fees	9,492	-	9,492
	Legal Disbursements	6,515	10	6,525
	Stationery & Photocopying	2,214	-	2,214
	Storage charges	-	19,598	19,598
	Rent	1,467	-	1,467
	Rates	-	3,444	3,444
	Postage	1,212	303	1,515
	Public Notices	881	-	881
	Sundry Expenses	875	572	1,447
	Telephone, telex, fax etc	9	(14)	(5)
		<b>(281,994)</b>	<b>(881,638)</b>	<b>(1,163,631)</b>
		<b>1,428,617</b>	<b>(910,825)</b>	<b>517,792</b>
<b>Represented by:</b>				
	VAT Receivable			48,196
	RBS Current Account			5,043
	HSBC Current Account			549,462
	Trade Creditors			(200,235)
	VAT Payable			(1,360)
	VAT Control Account			116,686
				<b>517,792</b>
<b>Notes</b>				
1. Receipts and payments are stated net of VAT				
2. Trade Creditors represent payments to suppliers which had not cleared the Current Accounts as at 27 March 2019				

Appendix 2 (continued)

Caledonian Truck & Van Limited (In Administration)

Joint Administrators' Abstract of Receipts and Payments  
from 28 September 2018 to 27 March 2019

Estimated to Realise per Directors' Statement of Affairs	Cumulative to 27 September 2018 £	Transactions since 28 September 2018 £	Cumulative to 27 March 2019 £
<b>Floating Charge Receipts</b>			
1,000,000	498,445	85,143	583,588
70,000	62,284	85,365	147,649
-	30,000	-	30,000
-	158,019	(64,169)	93,850
-	12	1,924	1,936
<b>1,070,000</b>	<b>748,760</b>	<b>108,263</b>	<b>857,023</b>
<b>Payments</b>			
	22,106	-	22,106
	4,975	-	4,975
	-	101,079	101,079
	-	5,731	5,731
	-	150,000	150,000
	-	75,000	75,000
	714	-	714
	156	-	156
	21,311	13,974	35,285
	15	-	15
	50	-	50
	-	303	303
	24,161	-	24,161
	5,517	-	5,517
	1,619	-	1,619
	72	(27)	45
	<b>(80,696)</b>	<b>(346,060)</b>	<b>(426,755)</b>
	<b>668,064</b>	<b>(237,797)</b>	<b>430,268</b>
<b>Represented by:</b>			
			4,754
			15,272
			410,242
			<b>430,268</b>
<b>Notes</b>			
1. Receipts and payments are stated net of VAT			

Appendix 2 (continued)

Alistair Fleming Limited (In Administration)

Joint Administrators' Abstract of Receipts and Payments  
from 28 September 2018 to 27 March 2019

Estimated to Realise per Directors' Statement of Affairs	Cumulative to 27 September 2018 £	Transactions since 28 September 2018 £	Cumulative to 27 March 2019 £
<b>Floating Charge Receipts</b>			
44,096	38,104	(16)	38,088
158,449	33,500	2,327	35,827
-	1,000	-	1,000
-	6,321	-	6,321
-	1,349	273	1,622
-	17	144	161
<b>202,545</b>	<b>80,292</b>	<b>2,728</b>	<b>83,020</b>
<b>Payments</b>			
	1,178	-	1,178
	166	-	166
	3,029	347	3,376
	-	303	303
	-	52,564	52,564
	-	820	820
	15	-	15
	6,111	-	6,111
	-	364	364
	31	-	31
	<b>(10,530)</b>	<b>(54,398)</b>	<b>(64,928)</b>
	<b>69,762</b>	<b>(51,670)</b>	<b>18,092</b>
<b>Represented by:</b>			
VAT Receivable			4,090
RBS Current Account			4,126
HSBC Current Account			2,418
VAT Control Account			7,458
			<b>18,092</b>

Notes

1. Receipts and payments are stated net of VAT



## T.O.M. Group Limited (in Administration)

Summary of Joint Administrators' time-costs and disbursements  
from 28 September 2018 to 27 March 2019

Classification of work function	Hours					Total hours	Average hourly rate	Time cost
	Partner / Director	Assistant Director / Manager	Other Senior Professionals	Assistants & Support				
Accounting & Administration		2.3	4.0	8.0		14.3	189	2,707
Bank & Statutory Reporting Creditors		1.5	13.0	5.0		19.5	212	4,125
Statutory Duties	0.5	1.7	5.1	2.5		9.8	225	2,209
VAT & Taxation	0.2	0.8	4.1	0.0		5.1	245	1,252
<b>Total hours</b>	<b>0.7</b>	<b>6.3</b>	<b>27.4</b>	<b>17.5</b>		<b>51.9</b>	<b>209</b>	<b>10,849</b>
<b>Time cost</b>	<b>270</b>	<b>1,827</b>	<b>6,302</b>	<b>2,450</b>				<b>10,849</b>
<b>Average hourly rate</b>	<b>385</b>	<b>290</b>	<b>230</b>	<b>140</b>			<b>209</b>	

Time costs for period 28 September 2018 to 27 March 2019

10,849

Fees approved and drawn for period 28 September 2018 to 11 January 2019

(6,667)

4,182

## HSBC Agreed Hourly Charge Out Rates

Partner		£	385
Associate Partner			385
Director			385
Assistant Director			290
Manager			290
Other senior professionals	Executive		230
	Assistant Executive		230
Assistants and support	Analyst		230
	Accounting and Treasury Executive		140

## Expenses Summary for the period 28 September 2018 to 27 March 2019

No Category 1 or Category 2 expenses have been incurred in the period

## T.O.M. Vehicle Rental Limited (in Administration)

Summary of Joint Administrators' time-costs and disbursements  
from 28 September 2018 to 27 March 2019

Classification of work function	Hours					Total hours	Average hourly rate	Time cost
	Partner / Director	Assistant Director / Manager	Other Senior Professionals	Assistants & Support				
Accounting & Administration	26.2	36.4	104.1	95.4		262.1	221	57,942
Bank & Statutory Reporting	8.3	46.1	87.7	6.0		148.1	254	37,576
Creditors (Mandatory)	9.7	69.5	114.0	104.6		297.8	217	64,754
Debtors	0.5	8.5	10.0	1.9		20.9	250	5,224
Employee Matters	5.4	21.7	32.9	21.0		81.0	233	18,879
Investigation/CDDA (Mandatory)			2.0			2.0	230	460
Legal Issues	0.5	3.6				4.1	302	1,237
Members			2.0			2.0	230	460
Other Assets (Mandatory)	0.5	33.3	23.0			56.8	267	15,140
Other Matters	1.0	6.4	8.9			16.3	263	4,288
Property		7.5	11.1	11.0		29.6	212	6,268
Retention of Title		0.3				0.3	290	87
Statutory Duties	8.4	55.6	21.8	4.6		90.4	277	25,009
Trading (Mandatory)			1.5	1.2		2.7	190	513
VAT & Taxation	0.5	31.7	23.2	11.5		66.9	244	16,332
<b>Total hours</b>	<b>61.0</b>	<b>320.6</b>	<b>442.2</b>	<b>257.2</b>		<b>1,081.0</b>	<b>235</b>	<b>254,166</b>
<b>Time cost</b>	<b>23,485</b>	<b>92,974</b>	<b>101,706</b>	<b>36,001</b>				<b>254,166</b>
<b>Average hourly rate</b>	<b>385</b>	<b>290</b>	<b>230</b>	<b>140</b>			<b>235</b>	

Time costs for period 28 September 2018 to 27 March 2019  
Fees approved for period 28 September 2018 to 11 January 2019  
Balance to be approved

254,166  
(155,087)  
99,079

## HSBC Agreed Hourly Charge Out Rates

Partner	£	385
Associate Partner		385
Director		385
Assistant Director		290
Manager		290
Other senior professionals	Executive	230
	Assistant Executive	230
Assistants and support	Analyst	230
	Accounting and Treasury Executive	140

## Expenses Summary for the period 28 September 2018 to 11 January 2019

<b>Category 1 Expenses</b>	£	
Travel & Accommodation		627.10
<b>Total</b>		<u>627.10</u>

## Expenses Summary for the period 28 September 2018 to 11 January 2019

<b>Category 2 Expenses</b>	£	
Printing & Postage		1,690.40
<b>Total</b>		<u>1,690.40</u>

Appendix 3 (continued)

Caledonian Truck & Van Limited (in Administration)

Summary of Joint Administrators' time-costs and disbursements  
from 28 September 2018 to 27 March 2019

Classification of work function	Hours				Total hours	Average hourly rate	Time cost
	Partner / Director	Assistant Director / Manager	Other Senior Professionals	Assistants & Support			
Accounting & Administration		3.3	70.1	1.2	74.6	231	17,248
Bank & Statutory Reporting	1.6	9.0	18.8	0.6	30.0	254	7,634
Creditors		2.0	32.3		34.3	233	8,009
Debtors		4.8	0.1		4.9	289	1,415
Employee matters	2.3	18.8	8.8		29.9	280	8,362
Legal issues		2.8			2.8	290	812
Other assets		1.3	0.7		2.0	269	538
Statutory duties	1.3	18.1	24.4		43.8	259	11,362
VAT & Taxation	0.2	0.6	3.3		4.1	246	1,010
<b>Total hours</b>	<b>5.4</b>	<b>60.7</b>	<b>158.5</b>	<b>1.8</b>	<b>226.4</b>	<b>249</b>	<b>56,389</b>
<b>Time cost</b>	<b>2,079</b>	<b>17,603</b>	<b>36,455</b>	<b>252</b>			<b>56,389</b>
<b>Average hourly rate</b>	<b>385</b>	<b>290</b>	<b>230</b>	<b>140</b>		<b>249</b>	

Time costs for period 28 September 2018 to 27 March 2019  
Fees approved for period 28 September 2018 to 11 January 2019

56,389  
(35,102)  
21,287

## Alistair Fleming Limited (in Administration)

Summary of Joint Administrators' time-costs and disbursements  
from 28 September 2018 to 27 March 2019

Classification of work function	Hours					Total hours	Average hourly rate	Time cost
	Partner / Director	Assistant Director / Manager	Other Senior Professionals	Assistants & Support				
Accounting & Administration		3.8	47.8	0.2		51.8	234	12,124
Bank & Statutory Reporting		5.3	5.5			10.8	259	2,802
Creditors			8.8			8.8	230	2,024
Debtors		3.7	0.2			3.9	287	1,119
Statutory duties	0.7	9.1	26.5			36.3	248	9,004
VAT & Taxation	0.2	2.7	7.8			10.7	248	2,654
<b>Total hours</b>	<b>0.9</b>	<b>24.6</b>	<b>96.6</b>	<b>0.2</b>		<b>122.3</b>	<b>243</b>	<b>29,727</b>
<b>Time cost</b>	<b>347</b>	<b>7,134</b>	<b>22,218</b>	<b>28</b>				<b>29,727</b>
<b>Average hourly rate</b>	<b>385</b>	<b>290</b>	<b>231</b>	<b>140</b>			<b>243</b>	

Time costs for period 28 September 2018 to 27 March 2019

29,727

Fees approved and drawn for period 28 September 2018 to 11 January 2019

(13,396)

16,331

## HSBC Agreed Hourly Charge Out Rates

Partner		£	385
Associate Partner			385
Director			385
Assistant Director			290
Manager			290
Other senior professionals	Executive		230
	Assistant Executive		230
Assistants and support	Analyst		230
	Accounting and Treasury Executive		140

## Expenses Summary for the period 28 September 2018 to 11 January 2019

No Category 1 or Category 2 expenses have been incurred in the period

**T.O.M. Group Limited, TVRL Realisations Limited (formerly known as T.O.M. Vehicle Rental Limited), Caledonian Truck & Van Limited and Alistair Fleming Limited (all in Administration)**

**Office Holders' Charging Policy for Fees**

The Administrators have engaged managers and other staff to work on the Administrations. The work required is delegated to the most appropriate level of staff taking account of the nature of the work and the individual's experience. Additional assistance is provided by accounting and treasury executives dealing with the Companies' bank accounts and statutory compliance diaries. Work carried out by all staff is subject to the overall supervision of the Administrators.

All time spent by staff working directly on case-related matters is charged to a separate time code established for each case. Time is recorded in units of six minutes. Each member of staff has a specific hourly rate, which is subject to change over time. The average hourly rate for each category of staff over the period is shown in the time analysis for each of the Companies, as are the current hourly rates used.

**Office Holders' Charging Policy for Disbursements**

Statement of Insolvency Practice No. 9 ('SIP 9') published by R3 (The Association of Business Recovery Professionals) divides disbursements into two categories.

Category 1 disbursements comprise payments made by the office holders' firm, which comprise specific expenditure relating to the administration of the insolvent's affairs and referable to payment to an independent third party. These disbursements can be paid from the insolvent's assets without approval from the creditors. In line with SIP 9, it is our policy to disclose such disbursements drawn but not to seek approval for their payment. We are prepared to provide such additional information as may reasonably be required to support the disbursements drawn.

Category 2 disbursements comprise payments made by the office holders' firm which include elements of shared or overhead costs. Such disbursements are subject to approval from the creditors as if they were remuneration. It is our policy, in line with SIP 9, to seek approval for this category of disbursements before they are drawn.