

3 July 2020

Specialist Leisure Group Limited
Shearings Group Limited
Shearings Holidays Limited
Shearings Limited
National Holidays Tours Limited
National Holidays Limited
Wallace Arnold Travel Limited
UK Breakaways Limited
(all in Administration) (together 'the Companies')

Estimate of remuneration to be charged

In respect of each of the Companies, the joint administrators are seeking approval for their remuneration to be fixed on a time cost basis. In accordance with Rule 18.16(4) of the Insolvency (England and Wales) Rules 2016, they set out below their estimate of remuneration to be charged. The estimate of remuneration in each of the Companies (excluding VAT) as follows:

Company	Estimated Remuneration (£ excl. VAT)
Specialist Leisure Group Limited	155,888
Shearings Group Limited	184,803
Shearings Holidays Limited	885,992
Shearings Limited	570,502
National Holidays Tours Limited	818,555
National Holidays Limited	317,977
Wallace Arnold Travel Limited	423,304
UK Breakaways Limited	339,631
Total	3,696,652

An explanation of how this sum has been arrived at is set out below and a breakdown of the expected costs is attached on the following page(s).

Explanation of the work proposed to be undertaken

All time spent by staff working directly on case-related matters is charged to a time code established for the 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.

In order to provide an estimate of fees, the Joint Administrators have estimated the number of hours and the grade of staff which are likely to be required to deal with each of the categories of work. The work which is proposed to be undertaken under each category is outlined in the table below

Category of work	Description of work to be completed
Administration and Planning	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Overall management of the case, treasury and accounting functions, statutory compliance diaries and time cost reporting.
Creditors	<p>Tasks providing a direct benefit to creditors through the distribution of funds as and when available:</p> <ul style="list-style-type: none"> ▶ Dealing with creditor claims. ▶ Correspondence with creditors. ▶ Processing distributions to secured, preferential and unsecured creditors (as applicable).
Customers and Bonds	<p>Tasks providing a direct benefit to creditors through assisting customers obtain refunds:</p> <ul style="list-style-type: none"> ▶ Dealing with customer queries via email, phone and letter. ▶ Liaising with bond holders and the merchant service provider regarding appropriate handling of customer claims.
Debtors	<p>Tasks providing a direct benefit to creditors by preserving and realising value in assets – please see section 2.2.8 and 2.2.9 of the Proposals for further information:</p> <ul style="list-style-type: none"> ▶ Collection of the debtor book, including pipeline monies due from travel agents. ▶ Monitoring and recording cash receipts. ▶ Invoicing for pre-appointment amounts not yet invoiced at the date of appointment. ▶ Realising value from prepayments, such as pre-paid air tickets.
Employee matters	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Making initial redundancies at the commencement of the Administration. ▶ Assessing staffing requirements and making further redundancies throughout the Administration as appropriate. ▶ Making claims for furlough monies from the Government where appropriate. ▶ Dealing with employee enquiries. ▶ Working with retained staff to provide relevant information to the Redundancy Payment Service. ▶ Provision of information to ERA Solutions ▶ Monitoring the performance of ERA Solutions who are helping with the Employment Rights Act (ERA) matters.
Environmental issues	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Management of environmental issues (e.g. fuel at interchanges)
Enquiries & Investigations	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Investigations into the Companies' affairs in accordance with Statement of Insolvency Practice 2 "Investigations by Office Holders". ▶ The Joint Administrators' reports on the conduct of the directors under the Company Directors Disqualification Act 1986.
Immediate tasks	<p>Tasks providing a direct benefit to creditors by securing and preserving value in assets:</p> <ul style="list-style-type: none"> ▶ Completion of work streams requiring immediate attention following the appointment, to execute the strategy outlined in the Proposals.
Job Acceptance & Strategy	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Matters relating to the appointment and initial planning of the administration strategy, including meetings with the Companies' directors and management and formulating and executing the strategy adopted. ▶ Considering exit routes from administration and implementing the most appropriate route.
Legal Issues	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p>

	<ul style="list-style-type: none"> ▶ Liaising with the Joint Administrators' appointed legal advisors in connection with various work areas. ▶ Dealing with any ad hoc legal issues.
Members	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Correspondence with shareholders.
Other Matters	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Dealing with any assets owned by third parties. ▶ Recovery of the Companies' physical books and records, and electronic records (including a backup of Companies' servers and systems).
Property	<p>Tasks providing a direct benefit to creditors by preserving and realising value in assets – please see section 2.2.4 and 2.2.6 of the Proposals for further information:</p> <ul style="list-style-type: none"> ▶ Appointing agents to deal with the freehold property. ▶ Negotiating and completing the sale of freehold property. ▶ Dealing with landlord enquiries regarding leasehold properties. ▶ Making arrangements for the continued occupation of leasehold premises where required. ▶ Making arrangements for the clearance and exit of the leasehold premises when appropriate.
Public Relations	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Agreeing and issuing statements to the press as required in pursuit of administration strategies.
Prescribed Part	<p>Tasks providing a direct benefit to creditors through the distribution of funds as and when available:</p> <ul style="list-style-type: none"> ▶ Calculating the Companies' net property and Prescribed Part to be set aside, as appropriate. ▶ Distributing the Prescribed Part to the creditors.
Realisations of Assets	<p>Tasks providing a direct benefit to creditors by preserving and realising value in assets – please see section 2 of the Proposals for further information:</p> <ul style="list-style-type: none"> ▶ Realising the Companies' assets, such as fuel and vehicles parts stock, events tickets etc.
Reporting	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Regular reporting to the secured creditor. ▶ Preparing the Joint Administrators' Statement of Proposals, six monthly progress reports and final report.
Retention of Title	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Assessment and settlement or rejection of claims for retention of title from the Companies' suppliers (if applicable).
Sale of business	<p>Tasks providing a direct benefit to creditors by realising value in the sale of assets – please see section 2.2.3 of the Proposals for further information:</p> <ul style="list-style-type: none"> ▶ Exploring and executing opportunities to sell the intellectual property assets of the Companies to interested parties. ▶ Marketing and completion of sales of the Companies' intellectual property assets (as outlined in the Joint Administrators' proposals).
Statutory Duties	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Complying with statutory requirements of the administrations, including notifications to creditors and members, advertising the appointment and sending to creditors and filing at Companies House.
Trading/Wind down of business	<p>Tasks required by legislation and professional best practice - no direct financial benefit to creditors:</p> <ul style="list-style-type: none"> ▶ Ongoing management of retained staff. <p>Tasks providing a direct benefit to creditors through minimising third party costs in negotiation of agreements with suppliers:</p> <ul style="list-style-type: none"> ▶ Managing essential suppliers (e.g. IT suppliers), including ensuring ongoing supplies and making payments where required.

VAT & Taxation

Tasks required by legislation and professional best practice - no direct financial benefit to creditors:

- ▶ Preparing relevant corporation tax and quarterly VAT returns, with input from EY VAT and tax specialists.
- ▶ Assessment of the VAT and tax treatment of transactions and agreements entered into during the administrations.

Tasks providing a direct benefit to creditors:

- ▶ Preparing claims for VAT bad debt relief.

Estimate of the Joint Administrators' remuneration for a period of 12 months from the appointment date (assuming all administrations are concluded within 12 months)

Specialist Leisure Group Limited

	Staff Grade						Total hours	Total costs (£)	Average rate (£)	Total time cost incurred to 26 June 2020 (£)
	Partner	Director	Assistant Director	Manager	Executive	Analyst & support staff				
Administration & Planning	1.5	5.6	7.8	20.7	22.3	25.8	83.7	32,679	390	915
Creditors	1.2	1.1	1.5	7.8	14.8	20.0	46.4	15,419	332	4,870
Employees	-	-	5.0	5.0	-	-	10.0	5,425	543	-
Enquiries & Investigations	0.8	1.1	1.0	3.8	7.6	7.7	22.0	7,907	359	-
Environmental Issues	0.4	0.4	0.5	0.7	0.4	0.4	2.8	1,464	523	-
Immediate Tasks	1.3	1.5	0.8	1.0	1.3	16.2	22.1	7,167	324	2,982
Job Acceptance & Strategy	0.4	0.6	0.3	0.4	0.4	0.4	2.5	1,266	506	270
Legal Issues	2.3	2.8	3.0	2.0	2.3	0.2	12.6	7,693	611	-
Members	3.0	1.5	0.5	0.6	0.3	0.3	6.2	4,540	732	-
Other Matters	1.6	0.8	8.8	1.0	15.5	5.3	33.0	13,679	415	4,998
Property	1.2	3.8	-	2.0	6.3	3.7	17.0	7,509	442	915
Public Relations issues	1.9	1.9	1.9	2.5	0.4	0.4	9.0	5,619	624	1,594
Realisations of Assets	-	-	-	-	5.0	5.0	10.0	2,642	264	675
Reporting	0.5	1.5	3.0	4.0	6.4	4.5	19.9	8,235	414	3,555
Statutory Duties	1.5	2.6	1.9	5.1	9.8	9.6	30.5	11,974	393	9,256
Trading/Wind Down of Business	1.0	7.5	4.0	2.0	9.6	4.4	28.5	13,788	484	6,041
VAT & Taxation	0.8	2.3	3.8	2.5	5.8	5.8	21.0	8,882	423	710
Total Hours	19.4	35.0	43.8	61.1	108.2	109.7	377.2	155,888	413	36,781
Total Costs (£)	17,213	25,908	26,550	28,975	32,849	24,393				

Shearings Group Limited

	Staff Grade						Total hours	Total costs (£)	Average rate (£)	Total time cost incurred to 26 June 2020 (£)
	Partner	Director	Assistant Director	Manager	Executive	Analyst & support staff				
Administration & Planning	1.5	8.6	15.8	16.7	26.3	34.8	103.7	41,132	397	7,378
Creditors	1.2	1.1	1.5	8.8	18.8	20.0	51.4	17,114	333	5,621
Enquiries & Investigations	0.8	1.1	1.0	3.8	7.6	7.7	22.0	7,907	359	-
Immediate Tasks	1.3	1.5	0.8	1.0	5.3	33.2	43.1	12,185	283	5,982
Job Acceptance & Strategy	0.4	0.6	0.3	0.4	0.4	0.4	2.5	1,266	506	270
Legal Issues	2.3	2.8	3.0	2.0	2.3	0.2	12.6	7,693	611	-
Members	1.5	0.7	0.3	0.3	0.2	0.2	3.2	2,270	709	-
Other Matters	0.6	0.8	0.8	1.0	13.5	11.3	28.0	8,629	308	3,186
Property	1.0	-	1.0	6.0	12.0	-	20.0	8,020	401	4,601
Public Relations issues	0.9	-	-	1.2	0.4	0.4	2.9	1,590	548	-
Reporting	1.5	4.5	5.0	6.0	11.4	11.5	39.9	16,636	417	1,665
Sale of Business	4.0	6.0	25.0	-	-	-	35.0	23,335	667	12,300
Statutory Duties	1.5	2.6	1.9	5.1	9.8	9.6	30.5	11,974	393	8,212
Trading/Wind Down of Business	1.0	5.5	8.0	7.0	3.6	8.4	33.5	16,171	483	12,381
VAT & Taxation	0.8	2.3	3.8	2.5	5.8	5.8	21.0	8,881	423	6,890
Total Hours	20.3	38.1	68.2	61.8	117.4	143.5	449.3	184,803	411	68,486
Total Costs (£)	18,068	28,372	41,435	29,320	35,662	31,946				

Shearings Holidays Limited

	Staff Grade						Total hours	Total costs (£)	Average rate (£)	Total time cost incurred to 26 June 2020 (£)
	Partner	Director	Assistant Director	Manager	Executive	Analyst & support staff				
Administration & Planning	3.0	11.2	11.7	13.4	32.5	35.5	107.3	42,384	395	12,310
Creditors	4.6	4.4	6.0	15.0	55.0	60.0	145.0	48,389	334	16,552
Customers & Bonds	26.5	47.0	126.5	96.2	374.3	822.9	1,493.4	429,779	288	237,764
Debtors	4.6	11.3	26.8	47.8	57.1	56.3	203.9	81,555	400	33,849
Enquiries & Investigations	3.0	4.4	4.0	1.0	15.3	19.6	47.3	17,948	379	-
Immediate Tasks	3.0	3.0	3.0	3.0	3.0	14.6	29.6	12,373	418	3,588
Job Acceptance & Strategy	1.5	2.2	1.0	1.4	1.5	1.5	9.1	5,062	556	810
Legal Issues	4.2	6.2	7.0	3.1	4.1	0.8	25.4	15,586	614	-
Members	1.5	0.7	0.3	0.3	0.2	0.2	3.2	2,270	709	-
Other Matters	1.7	2.3	2.3	8.0	12.5	11.9	38.7	14,810	383	6,368
Public Relations issues	4.5	2.3	1.3	2.6	1.9	1.9	14.5	8,731	602	652
Realisations of Assets	5.8	9.0	13.5	27.5	36.8	47.3	139.9	54,961	393	16,035
Reporting	2.6	7.4	3.0	7.0	16.1	23.4	59.5	23,132	389	1,213
Retention of Title	1.0	1.5	0.8	1.6	1.8	2.3	9.0	4,287	476	1,944
Sale of Business	2.5	15.0	17.0	6.0	9.3	2.3	52.1	30,006	576	19,306
Statutory Duties	4.6	7.8	5.6	15.3	29.3	28.7	91.3	35,921	393	12,495
Trading/Wind Down of Business	4.0	13.0	10.0	10.0	16.2	13.7	66.9	32,153	481	20,243
VAT & Taxation	2.3	6.8	11.3	7.6	17.3	17.3	62.6	26,645	426	2,226
Total Hours	80.9	155.5	251.1	266.8	684.2	1,160.2	2,598.7	885,992	341	385,355
Total Costs (£)	72,653	116,128	152,927	126,718	188,543	229,023				

Shearings Limited

	Staff Grade						Total hours	Total costs (£)	Average rate (£)	Total time cost incurred to 26 June 2020 (£)
	Partner	Director	Assistant Director	Manager	Executive	Analyst & support staff				
Administration & Planning	6.0	12.4	13.3	16.8	40.0	46.0	134.5	53,235	396	8,520
Creditors	2.3	2.2	3.0	7.5	27.5	30.0	72.5	24,195	334	8,063
Debtors	0.6	0.8	2.5	5.1	5.7	5.8	20.5	7,986	390	810
Employees	5.0	62.4	34.8	46.2	40.4	34.4	223.2	114,322	512	88,874
Enquiries & Investigations	1.5	2.2	2.0	5.5	7.2	5.3	23.7	10,191	430	5,308
Environmental Issues	1.2	1.1	1.5	2.0	1.1	1.1	8.0	4,392	549	-
Immediate Tasks	2.3	3.5	3.8	4.0	4.3	14.2	32.1	13,286	414	6,108
Job Acceptance & Strategy	0.4	0.6	0.3	0.4	0.4	0.4	2.5	1,266	506	810
Legal Issues	2.6	3.6	4.0	2.1	2.6	0.4	15.3	9,312	609	-
Members	1.5	0.7	0.3	0.3	0.2	0.2	3.2	2,270	709	-
Other Matters	1.7	5.3	12.3	19.0	27.5	37.9	103.7	38,760	374	21,627
Property	6.9	22.5	39.0	60.0	46.5	45.9	220.8	99,752	452	37,387
Public Relations issues	1.9	1.9	1.9	2.5	0.4	0.4	9.0	5,619	624	-
Realisations of Assets	2.3	5.6	7.4	15.0	22.7	22.9	75.9	29,933	394	3,213
Reporting	4.6	3.4	5.0	8.0	19.1	19.4	59.5	23,659	398	11,115
Retention of Title	0.4	2.2	1.5	4.1	5.7	5.7	19.6	7,855	401	2,756
Sale of Business	1.0	1.0	12.0	14.0	12.0	-	40.0	19,277	482	11,958
Statutory Duties	4.6	7.8	5.6	15.3	29.3	28.7	91.3	35,921	393	7,440
Trading/Wind Down of Business	2.0	10.0	20.0	24.0	16.3	21.4	93.7	42,626	455	13,387
VAT & Taxation	2.3	6.8	11.3	7.6	17.3	17.3	62.6	26,645	426	17,187
Total Hours	51.1	156.0	181.5	259.4	326.2	337.4	1,311.6	570,502	435	244,563
Total Costs (£)	45,765	116,483	110,471	123,132	99,369	75,282				

National Holidays Tours Limited

	Staff Grade						Total hours	Total costs (£)	Average rate (£)	Total time cost incurred to 26 June 2020 (£)
	Partner	Director	Assistant Director	Manager	Executive	Analyst & support staff				
Administration & Planning	3.5	11.8	10.5	13.1	38.8	43.3	121.0	46,061	381	11,429
Creditors	4.6	4.4	6.0	15.0	55.0	60.0	145.0	48,389	334	15,524
Customers & Bonds	25.5	39.0	85.5	121.0	213.0	591.8	1,075.8	308,881	287	202,091
Debtors	0.5	1.5	9.0	15.0	12.0	12.0	50.0	20,527	411	12,386
Enquiries & Investigations	2.3	3.3	3.0	1.3	12.7	13.0	35.6	13,688	384	-
Environmental Issues	0.4	0.4	0.5	0.7	0.4	0.4	2.8	1,464	523	-
Immediate Tasks	5.0	6.0	3.0	4.0	5.0	14.6	37.6	17,501	465	6,605
Job Acceptance & Strategy	1.5	2.2	1.0	1.4	1.5	1.5	9.1	5,062	556	810
Legal Issues	0.9	0.4	7.0	4.1	4.8	0.6	17.8	8,920	501	-
Members	1.5	0.7	0.3	0.3	0.2	0.2	3.2	2,270	709	-
Other Matters	1.7	4.3	6.3	5.0	11.5	9.9	38.7	16,568	428	9,704
Prescribed Part Distribution	5.0	5.0	12.5	18.8	75.0	90.0	206.3	67,744	328	-
Public Relations issues	2.1	1.4	0.9	1.1	-	-	5.5	4,008	729	-
Realisations of Assets	5.8	9.0	13.5	27.5	46.8	37.3	139.9	55,777	399	22,152
Reporting	1.6	3.4	10.0	5.0	5.1	24.4	49.5	19,430	393	1,852
Retention of Title	1.0	5.5	3.8	5.1	9.3	9.3	34.0	14,620	430	1,944
Sale of Business	7.5	45.0	30.0	36.0	11.3	2.3	132.1	79,721	603	41,104
Statutory Duties	4.6	7.8	5.6	15.3	29.3	28.7	91.3	35,921	393	13,246
Trading/Wind Down of Business	4.0	9.0	10.0	12.0	7.2	4.7	46.9	25,358	541	8,404
VAT & Taxation	2.3	6.8	11.3	7.6	17.3	17.3	62.6	26,645	426	967
Total Hours	81.3	166.9	229.7	309.3	556.2	961.3	2,304.7	818,555	355	348,218
Total Costs (£)	72,945	124,705	139,949	146,846	169,512	164,598				

National Holidays Limited

	Staff Grade						Total hours	Total costs (£)	Average rate (£)	Total time cost incurred to 26 June 2020 (£)
	Partner	Director	Assistant Director	Manager	Executive	Analyst & support staff				
Administration & Planning	3.5	10.6	7.8	20.7	28.3	32.8	103.7	41,610	401	15,019
Creditors	2.3	2.2	3.0	7.5	27.5	30.0	72.5	24,195	334	11,340
Debtors	0.6	0.8	2.5	5.1	10.7	10.8	30.5	10,628	348	5,719
Employees	2.3	31.8	36.1	20.2	23.6	18.6	132.6	68,714	518	55,811
Enquiries & Investigations	0.8	1.1	1.0	3.8	7.6	7.7	22.0	7,907	359	-
Environmental Issues	0.4	0.4	0.5	0.7	0.4	0.4	2.8	1,464	523	-
Immediate Tasks	1.3	2.5	6.8	4.0	4.3	11.2	30.1	12,798	425	6,265
Job Acceptance & Strategy	0.4	0.6	0.3	0.4	0.4	0.4	2.5	1,266	506	810
Legal Issues	0.8	1.3	1.0	1.0	0.8	0.2	5.1	3,069	602	-
Members	1.5	0.7	0.3	0.3	0.2	0.2	3.2	2,270	709	-
Other Matters	1.1	1.5	1.5	2.0	5.0	14.6	25.7	8,763	341	4,703
Property	1.5	1.3	9.5	30.0	8.3	10.0	60.6	27,022	446	21,102
Public Relations issues	1.9	1.9	1.9	2.5	0.4	0.4	9.0	5,619	624	245
Realisations of Assets	1.2	2.8	2.7	5.5	4.4	1.5	18.1	9,037	499	1,770
Reporting	2.1	4.0	5.0	7.0	17.7	8.9	44.7	18,558	415	2,095
Retention of Title	0.2	1.1	0.8	2.0	2.9	2.9	9.9	3,927	397	-
Sale of Business	5.0	-	20.0	-	-	-	25.0	16,700	668	12,994
Statutory Duties	3.1	5.2	3.7	10.2	19.5	19.1	60.8	23,947	394	10,408
Trading/Wind Down of Business	1.0	3.0	7.0	6.0	3.2	6.7	26.9	12,719	473	9,829
VAT & Taxation	1.5	4.5	7.5	5.1	11.5	11.5	41.6	17,764	427	1,587
Total Hours	32.5	77.3	118.9	134.0	176.7	187.9	727.3	317,977	437	159,697
Total Costs (£)	28,890	57,599	72,361	63,555	53,726	41,846				

Wallace Arnold Travel Limited

	Staff Grade						Total hours	Total costs (£)	Average rate (£)	Total time cost incurred to 26 June 2020 (£)
	Partner	Director	Assistant Director	Manager	Executive	Analyst & support staff				
Administration & Planning	3.0	11.2	11.7	13.4	32.5	35.5	107.3	42,384	395	1,731
Creditors	2.2	3.1	3.5	8.8	18.8	20.0	56.4	20,729	368	7,155
Customers & Bonds	10.3	19.5	25.3	51.2	76.3	271.4	454.0	147,389	325	49,857
Debtors	2.0	-	3.0	5.0	5.0	-	15.0	7,530	502	-
Enquiries & Investigations	1.5	2.2	2.0	5.5	7.2	5.3	23.7	10,191	430	-
Immediate Tasks	2.5	3.0	1.5	2.0	2.5	7.3	18.8	8,751	465	2,425
Job Acceptance & Strategy	0.8	1.1	0.5	0.7	0.8	0.8	4.7	2,531	539	270
Legal Issues	2.6	3.6	4.0	2.1	2.6	0.4	15.3	9,312	609	-
Members	1.5	0.7	0.3	0.3	0.2	0.2	3.2	2,270	709	-
Other Matters	1.1	1.5	1.5	2.0	10.0	9.6	25.7	9,171	357	375
Property	3.5	11.3	19.5	30.0	23.3	23.0	110.6	49,876	451	18,207
Public Relations issues	1.8	1.7	1.7	3.1	0.8	0.8	9.9	5,773	583	-
Realisations of Assets	1.2	2.8	1.7	4.5	6.4	6.5	23.1	9,679	419	610
Reporting	3.1	9.0	5.0	7.0	12.7	12.9	49.7	22,564	454	1,535
Retention of Title	0.2	1.1	0.8	2.0	2.9	2.9	9.9	3,927	397	-
Statutory Duties	3.1	5.2	3.7	10.2	19.5	19.1	60.8	23,947	394	10,957
Trading/Wind Down of Business	3.0	10.0	13.0	15.0	9.2	6.7	56.9	29,517	519	9,079
VAT & Taxation	1.5	4.5	7.5	5.1	11.5	11.5	41.6	17,763	427	284
Total Hours	44.9	91.5	106.2	167.9	242.2	433.9	1,086.6	423,304	390	102,485
Total Costs (£)	40,095	68,344	64,660	79,670	73,704	96,831				

UK Breakaways Limited

	Staff Grade						Total hours	Total costs (£)	Average rate (£)	Total time cost incurred to 26 June 2020 (£)
	Partner	Director	Assistant Director	Manager	Executive	Analyst & support staff				
Administration & Planning	3.0	11.2	11.7	13.4	32.5	35.5	107.3	42,384	395	1,787
Creditors	1.2	6.1	6.5	8.8	18.8	25.0	66.4	25,018	377	8,698
Customers & Bonds	10.3	18.5	30.3	38.7	73.8	115.4	287.0	108,147	377	47,644
Debtors	0.6	0.8	2.5	5.1	5.7	5.8	20.5	7,986	390	-
Enquiries & Investigations	1.5	2.2	2.0	2.5	7.2	8.3	23.7	9,436	398	-
Environmental Issues	0.4	0.4	0.5	0.7	0.4	0.4	2.8	1,464	523	-
Immediate Tasks	2.5	3.0	1.5	2.0	2.5	12.3	23.8	9,868	415	2,737
Job Acceptance & Strategy	0.8	1.1	0.5	0.7	0.8	0.8	4.7	2,531	539	270
Legal Issues	4.6	3.6	3.0	2.1	1.6	0.4	15.3	10,197	666	-
Members	1.5	0.7	0.3	0.3	0.2	0.2	3.2	2,270	709	-
Other Matters	1.1	1.5	1.5	2.0	5.0	4.6	15.7	6,529	416	375
Public Relations issues	1.9	1.9	1.9	2.5	0.4	0.4	9.0	5,619	624	-
Realisations of Assets	1.2	0.8	2.7	3.5	5.4	4.5	18.1	7,567	418	-
Reporting	3.1	4.0	5.0	7.0	12.7	7.9	39.7	17,710	446	640
Retention of Title	0.2	1.1	0.8	2.0	2.9	2.9	9.9	3,927	397	-
Sale of Business	1.0	2.0	6.0	10.0	6.0	5.0	30.0	13,752	458	-
Statutory Duties	3.1	5.2	3.7	10.2	19.5	19.1	60.8	23,947	394	11,236
Trading/Wind Down of Business	2.0	7.5	10.0	11.0	9.6	8.4	48.5	23,516	485	6,946
VAT & Taxation	1.5	4.5	7.5	5.1	11.5	11.5	41.6	17,763	427	427
Total Hours	41.5	76.1	97.9	127.6	216.5	268.4	828.0	339,631	410	80,760
Total Costs (£)	37,058	56,776	59,536	60,527	65,880	59,854				

Details of expenses incurred and anticipated to be incurred

Expenses comprise sums paid or to be paid to third parties as well as sums paid or payable to the administrators' firm in respect of out of pocket expenses and costs which include an element of shared or allocated costs.

The expenses expected to be paid to third parties (excluding VAT) are summarised in the table below. Sums paid or payable in respect of out of pocket expenses are discussed later in this document.

Company	Estimated Expenses (£ excl. VAT)
Specialist Leisure Group Limited	46,312.45
Shearings Group Limited	86,912.37
Shearings Holidays Limited	182,452.30
Shearings Limited	532,211.12
National Holidays Tours Limited	90,313.96
National Holidays Limited	234,300.97
Wallace Arnold Travel Limited	184,633.79
UK Breakaways Limited	111,862.90
Total	1,468,999.85

An explanation of the expenses anticipated to be incurred in relation to third parties is set out below and a breakdown of the expected expenses is provided on the following page(s).

Category of expense	Description of expense incurred or to be incurred
Property costs	Rent, business rates and utilities costs in connection with premises occupied by the Companies during the Administration.
Security holding costs	Security costs in connection with sites occupied by the Companies during the Administration.
Insurance	Costs to insure the Companies' assets and operations during the administration period.
IT Costs	IT costs in connection with keeping the essential IT systems active to enable an orderly wind down.
Employee costs	Wages and associated costs in connection with retained employees.
ERA solutions costs	Third party costs in connection with processing Companies' redundancies.
Legal fees	Support on various matters including defending retention of title claims, ensuring access is maintained on all company systems, and sale of the Companies' IP, fixtures and fittings and property.
Legal fees relating to the appointment	Unpaid third-party legal costs relating to the Administration appointments not classified as pre-Administration costs as not directly instructed by the Administrators.
Agents costs	Costs associated with the marketing and sale of the Companies' property and fixtures & fittings.
Storage costs	Costs of storage of the Companies' books and records.

Estimated Joint Administrators' expenses and disbursements

	SLGL	SGL	SHOLL	SL	WATL	NHTL	NHL	UKBL	Total
Payments which are not disbursements (see notes 1 and 2)									
Property costs	15,837.78	15,837.78	15,837.78	45,913.78	15,837.78	45,913.78	45,913.78	15,837.78	216,930.22
Security holding costs	-	-	-	50,000.00	-	5,000.00	5,000.00	-	60,000.00
Insurance	4,000.00	4,000.00	4,000.00	24,000.00	4,000.00	4,000.00	8,000.00	4,000.00	56,000.00
IT	6,000.00	12,808.33	35,251.19	28,667.86	37,876.19	43,501.19	14,676.19	39,776.19	218,557.14
Employee costs	7,139.51	10,931.10	94,028.17	179,227.66	15,998.17	67,550.84	74,441.99	28,913.78	478,231.24
ERA solutions costs	-	-	-	20,000.00	-	-	20,000.00	-	40,000.00
Hotels costs	-	-	-	-	-	-	-	-	-
Legal fees	10,000.00	40,000.00	30,000.00	60,000.00	10,000.00	60,000.00	10,000.00	20,000.00	240,000.00
Legal fees relating to the appointment	2,335.16	2,335.16	2,335.16	2,335.16	2,335.16	2,335.16	2,335.16	2,335.16	18,681.24
Agents costs	-	-	-	121,066.67	3,266.67	5,000.00	3,266.67	-	132,600.00
Storage costs	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	8,000.00
	46,312.45	86,912.37	182,452.30	532,211.12	90,313.96	234,300.97	184,633.79	111,862.90	1,468,999.85
Category 1 disbursements (see note 2)									
Travel costs (exc. Mileage)	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	3,200.00
Specific Bond	40.00	10.00	10.00	105.00	10.00	10.00	40.00	10.00	235.00
Postage and printing	69.75	67.40	13,770.27	139.50	3,946.16	11,871.50	139.50	3,932.92	33,936.99
	509.75	477.40	14,180.27	644.50	4,356.16	12,281.50	579.50	4,342.92	37,371.99
Category 2 disbursements (see note 2)									
Mileage	250.00	250.00	250.00	250.00	250.00	250.00	250.00	251.00	2,001.00
	250.00	250.00	250.00	250.00	250.00	250.00	250.00	251.00	2,001.00
Pre-administration costs unpaid as at date of administration	10,657.63	24,636.33	47,866.25	44,487.77	12,739.86	30,118.57	11,050.62	11,613.70	193,170.73
Notes									
1. Statement of Insolvency Practice 9 ("SIP 9") defines expenses as amounts properly payable from the insolvency estate which are not otherwise categorised as office holders' remuneration or distributions to creditors.									
2. SIP 9 defines disbursements as a type of expense which is met by, and reimbursed to, an office holder in connection with an insolvency appointment. Disbursements fall into two categories: Category 1 and Category 2:									
a. Category 1 disbursements are payments to independent third parties where there is specific expenditure directly referable to the appointment; and									
b. Category 2 disbursements are expenses which are directly referable to the appointment but not a payment to an independent third party. They may include shared and allocated costs.									

Exceeding estimates of remuneration and expenses

These estimates may be exceeded, in which case an explanation will be provided in the appropriate progress report. The joint administrators will only draw remuneration in excess of the estimate with the prior agreement of the approving body, in accordance with Rule 18.30 the Insolvency (England and Wales) Rules 2016.

Disbursements

Disbursements comprise of sums paid or to be paid to third parties, or payable to the Joint Administrators' firm in respect of out of pocket expenses and costs which include an element of shared or allocated costs.

Category 1 disbursements

Category 1 disbursements are defined as specific expenditure met by and reimbursed to the office holder's firm, relating to the administration of the insolvent's affairs and referable to payment to an independent third party.

Disbursement	Description of disbursement incurred
Travel costs (excluding mileage)	Those costs incurred by the Joint Administrators, and their staff in respect of their work on the administrations, to travel to various sites operated by the Companies, or third parties (excluding mileage cost).
Specific Bond	A form of insurance required by insolvency law.
Postage and printing	Those costs incurred by the Joint Administrators in printing and posting the Joint Administrators' Statement of Proposals and subsequent progress reports and other written communication to all relevant creditors and shareholders.

Category 2 disbursements

Category 2 disbursements are charges made by the office holder's firm that include elements of shared or overhead costs.

Disbursement	Description of disbursement incurred
Mileage	Those costs relating to mileage incurred by the Joint administrators and their staff in respect of their work on the administrations, whilst operating from or attending sites operated by the Companies prior to administration and third-party locations to attend meetings with key stakeholders. Current mileage rates are 45p/mile.

Pre-administration costs unpaid as at date of administration

Please see section 6 and Appendix D of the Proposals for details. The Joint Administrators will seek specific approval from creditors for the payment of these costs

Estimate of return for creditors

Secured creditor

Based on the Statement of Affairs, at the date of appointment, the Companies owed c.£19.3m to its secured creditor, LBG.

It is currently anticipated that LBG will suffer a shortfall against its debt.

Preferential creditors

Based on the Statement of Affairs of the Companies at the date of appointment, we currently estimate preferential creditors' claims to be in the region of £670,423, in respect of claims for employees' salaries, holiday pay and pension contributions. This is comprised as follows:

- ▶ National Holidays Limited - £214,383;
- ▶ Shearings Limited - £397,187; and
- ▶ Specialist Leisure Group Limited - £31,853.

Given the shortfall expected to be suffered by the secured lender and the limited floating charge realisations available in the relevant Companies, the Administrators anticipate nil distribution to preferential creditors.

Non-preferential creditors

Based on the Statement of Affairs of the Companies at the date of appointment, it is estimated that total non-preferential claims will be in the region of c.£416m, as follows:

Company	Estimated non-preferential creditors (£ 000)
Shearings Group Limited	116,866
Shearings Holidays Limited	86,491
Shearings Limited	51,321
National Holidays Tours Limited	119,686
National Holidays Limited	21,808
Wallace Arnold Travel Limited	13,265
UK Breakaways Limited	6,254
Total	415,691

However, given the shortfall expected to be suffered by the secured lender and the limited floating charge realisations which are likely to be available, it is not envisaged that there will be any funds available for distribution to the unsecured creditors of the Companies (save for the potential exception noted below).

The exception to this is National Holidays Tours Limited, where there may be some floating charge assets available under the Prescribed Part, depending upon the realisations from event tickets.