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# Solo Capital Partners LLP - in Special Administration

High Court of Justice, Chancery Division,  
Companies Court

Case Number 5975 of 2016

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06 April 2023

Joint Special Administrators' progress report for the  
period 22 March 2022 to 21 March 2023

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# Abbreviations and definitions

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

Abbreviation or definition	Meaning
Authorities	FCA, HMRC and the Bank of England
FCA	Financial Conduct Authority
Group	SCP, SGH, SGS, OPL, WPD and TML
HMRC	HM Revenue & Customs
IA86	Insolvency Act 1986
Objectives	Special Administration Objectives
OPL	Old Park Lane Capital Limited
preferential creditors	Claims for unpaid wages earned in the four months before the insolvency up to £800, holiday pay and unpaid pension contributions in certain circumstances
prescribed part	The amount set aside for unsecured creditors from floating charge funds in accordance with section 176A IA86 and the Insolvency Act 1986 (Prescribed Part) Order 2003
Regulated Entities	SCP, TML, WPD and OPL
Regulations	Investment Bank Special Administration Regulations 2011
Rules	Investment Bank Special Administration (England and Wales) Rules 2011
Sch.B1 IA86	Schedule B1 to the Insolvency Act 1986
SCP	Solo Capital Partners LLP
secured creditors	Creditors with security in respect of their debt, in accordance with section 248 IA86
SGH	Solo Group (Holdings) Limited
SGS	Solo Group Services Limited
SKAT	Skatteforvaltningen, the Danish Tax Agency
Special Administrators	Douglas Nigel Rackham and David James Kelly
TML	Telesto Markets LLP
unsecured creditors	Creditors who are neither secured nor preferential
WPD	West Point Derivatives Limited

# Key messages

## *Why we've sent you this report*

We're writing to update you on the progress of the Special Administration of SCP in the 12 months since our previous report.

This report has been prepared to comply with our statutory duties in accordance with the Rules. We have focused on all three statutory Objectives set out in the Regulations.

## *How much clients and/or creditors may receive*

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

<b>Class of creditor</b>	<b>Current estimate</b>	<b>Previous estimate as set out in Remuneration Reports</b>
Secured and preferential creditors	N/A	N/A
Unsecured creditors	Uncertain	Uncertain
Clients	Uncertain	Uncertain

### *Secured and preferential creditors*

We are not aware of any secured or preferential creditors.

### *Unsecured creditors and clients*

At this time, we are not able to provide a reliable estimate of the level of the distribution to creditors, if any, nor the prospects of a return of client monies or other client assets should it transpire there are any. These will be dependent on the final level of asset recoveries as well as the total amounts owed to creditors and clients.

As there are no floating charges over SCP's assets, any distribution to unsecured creditors will not be by virtue of the prescribed part.

## *What you need to do*

If you haven't already done so, please send your claim to us so that it may be considered in due course. A claim form can be downloaded from our website at [www.pwc.co.uk/solo](http://www.pwc.co.uk/solo) or you can get one by emailing us at [uk\\_solo\\_enquiries@pwc.com](mailto:uk_solo_enquiries@pwc.com).

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# *Progress since our appointment*

## *Background to our appointment*

You'll remember from our proposals for achieving the purpose of the Special Administration that when we were appointed, the position was as follows:

- SCP was set up as part of a wider group which additionally comprises SGS, SGH, OPL, WPD and TML, each of which are in Administration, as well as other companies which were not in an insolvency process. Between 2011 and 2015, the Regulated Entities provided investment services to their clients. SGS was a service company to the rest of the Group and SGH was a holding company within the Group.
- Around one year prior to our appointment, the Group became subject to criminal and regulatory investigations, both in the UK and abroad. Subsequently, the Group began a process of running off its business and operations.
- The Group began to experience difficulty in paying its debts as and when they fell due and as a result, some creditors took steps to protect their positions.
- In light of the financial and investigatory pressure on the Group, Michael Jervis and I were appointed as Joint Special Administrators of SCP on 22 September 2016.

## *Progress in the reporting period*

We remain bound by confidentiality restrictions in respect of the aforementioned investigations. These restrictions greatly limit the level of information we are able to provide concerning both SCP's background and actions that we have taken since we were appointed.

Over the last 12 months, we have continued to liaise with the investigating authorities and other key stakeholders in respect of a number of matters relevant to the Special Administration. This has included significant work in relation to litigation (particularly disclosure of documents and data), both in the UK High Court and overseas.

We are continuing to deal with queries and requests for information from a wider variety of stakeholders and investigating authorities than was envisaged at the outset of the Special Administration. This has been, and will continue to be, reflected in the costs of managing the Special Administration.

Whilst further progress has been made overall, it remains likely that certain key issues affecting the progress of the Special Administration will not be able to be clarified or progressed in the near future.

## *Realisation of assets and work still to be done*

Asset realisations in the period are shown in the receipts and payments account at Appendix A to this report.

We continue to explore the most appropriate steps to establish ultimate entitlement to SCP's assets, largely comprising cash balances held in various bank accounts, with a view to there being sufficient recoveries, net of costs, to enable distributions to creditors and/or a return of funds to clients.

## *Connected party transactions*

The Special Administrators are not aware of any historical acquisitions of SCP's assets by its members or other connected parties.

## *Change of special administrator*

We regret to advise that Michael John Andrew Jervis, one of the joint special administrators, sadly passed away on 4 January 2023. We confirm that the required notifications have been made in accordance with the relevant legislation.

In order to ensure the continued progression of the special administration, an application was made to the High Court to appoint David James Kelly as a replacement joint special administrator. David James Kelly is licensed in the United Kingdom to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales.

The order was made on the 9th March 2023 and so David James Kelly replaced Michael John Andrew Jervis as special administrator with effect from 23 March 2023. In accordance with the terms of the High Court order, the order was advertised in the London Gazette on 30 March 2023.

## *Approval of our proposals*

On 14 November 2016, we sent to all known clients and creditors our proposals for achieving the purpose of the Special Administration.

The creditors and clients approved our proposals without modification at a meeting by correspondence on 1 December 2016. A creditors' committee was not formed.

A copy of our proposals is available to view at [www.pwc.co.uk/solo](http://www.pwc.co.uk/solo).

## *Special Administration objectives and strategy*

Pursuant to Regulation 10(1) of the Regulations, the purpose of a Special Administration is to achieve each of the following Objectives:

- Objective 1 is to ensure the return of client assets as soon as is reasonably practicable;
- Objective 2 is to ensure timely engagement with market infrastructure bodies and the Authorities pursuant to Regulation 13 of the Regulations; and
- Objective 3 is to either-
  - i) Rescue the investment bank (SCP) as a going concern, or
  - ii) Wind it up in the best interests of the creditors.

The FCA has not given any direction under the Regulations to prioritise one or more of the Objectives. There is otherwise no priority to the order of the Objectives, and as such we continue to pursue all three Objectives equally. A bar date has not been set in respect of Objective 1. In respect of Objective 3, as there was no reasonable prospect of rescuing SCP as a going concern, we are pursuing Objective 3 (ii) to wind up SCP in the best interests of the creditors.

## *Investigations and actions*

In respect of the aforementioned external criminal and regulatory investigations, we continue to liaise with the Authorities and other relevant bodies, both domestic and foreign, as appropriate.

In relation to these investigations and actions and as mentioned above civil proceedings have been commenced by SKAT in England against the Regulated Entities and more than fifty other respondents. This litigation is now in the disclosure stage between SKAT and the Regulated Entities. In this regard, an extremely complex disclosure exercise is underway. The next stage is an exchange of witness statements and a trial in 2024. In addition to the English proceedings, actions have been commenced in other jurisdictions including the US, Dubai and Malaysia which have necessitated giving disclosure of documents and data.

## *Our receipts and payments account*

We set out in Appendix A an account of our receipts and payments from 22 March 2022 to 21 March 2023.

## *Our expenses*

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

The Regulated Entities are party to an agreement under which PwC supplies certain electronic discovery services for the benefit of SKAT. Under the arrangement PwC's costs are settled directly by SKAT. As these costs will not be met from the insolvent estate in any circumstances details are not included in the expenses table below.

The statement excludes any potential tax liabilities that we may need to pay as Special Administration expenses in due course, because currently any such amounts are unknown.

## *Our fees*

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

## *Creditors' and clients' rights*

Creditors and clients are advised that, within 21 days of receipt of this report, a creditor or a client may request additional information about the Special Administrators' remuneration and expenses as set out in this report. A request must be made in writing, and may be made by a creditor with the concurrence of at least 5% in value of creditors, by a client with the concurrence of at least 5% in value of the client assets, or by any creditor with the permission of the High Court, in accordance with rule 201 of the Rules.

In addition, under rule 202 of the Rules, any creditor or any client with either the concurrence of at least 10% in value of creditors or clients respectively, or with the permission of the High Court, may apply to the High Court to challenge the quantum of remuneration charged, the basis of remuneration or the expenses incurred by the Special Administrators. Any such application must be made no later than eight weeks after receipt of this report, unless this period has been extended by the High Court.

The full text of rules 201 and 202 of the Rules can be provided on request by emailing us at [uk\\_solo\\_enquiries@pwc.com](mailto:uk_solo_enquiries@pwc.com).

## *Regulatory matters*

The FCA did not object to our appointment as Special Administrators and consent was obtained from the Bank of England. We continue to liaise with the FCA and will continue to co-operate with the FCA in all matters where it is necessary or desirable for the purposes of the Special Administration.

## *Next steps*

It remains our belief that the interests of creditors and clients are best served by SCP remaining in Special Administration, allowing further time for liaison with the relevant bodies and investigating authorities with a view to achieving the objectives of the Special Administration.

As stated earlier in the report, given that our expectation is that certain key issues relating to the Special Administration and the administrations will not be able to be progressed in the near future, it is highly likely that we shall be making a further application to the High Court in the coming months to extend the administrations of SGS, SGH, OPL, WPD and TML beyond their current end date of 22 September 2023. Creditors should get in touch with us if they have any comments in this respect. As SCP is in Special Administration, no extension application will be required.

We expect to send our next report to creditors and clients in around 12 months' time or upon the completion of the Special Administration if this is sooner.

If you've got any questions, please get in touch with us by email at [uk\\_solo\\_enquiries@pwc.com](mailto:uk_solo_enquiries@pwc.com)

Yours faithfully  
For and on behalf of Solo Capital Partners LLP



Nigel Rackham  
Joint Administrator

*Douglas Nigel Rackham and David James Kelly have been appointed as Joint Special Administrators of Solo Capital Partners LLP to manage its affairs, business and property as its agents and act without personal liability.*

*Douglas Nigel Rackham and David James Kelly are licensed in the United Kingdom to act as insolvency practitioners by the Institute of Chartered Accountants in England and Wales.*

*The Joint Special Administrators are bound by the Insolvency Code of Ethics which can be found at:  
[www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics](http://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics).*

*The Joint Special Administrators may act as controllers of personal data as defined by UK data protection law depending upon the specific processing activities undertaken. PricewaterhouseCoopers LLP may act as a processor on the instructions of the Joint Administrators. Personal data will be kept secure and processed only for matters relating to the Joint Administrators' appointment. Further details are available in the privacy statement on the [PwC.co.uk](http://PwC.co.uk) website or by contacting the Joint Administrators.*

# Appendix A: Receipts and payments

## *Solo Capital Partners LLP – House estate*

Solo Capital Partners LLP

Receipts and payments account to 21 March 2023

	Notes	As at 21 Mar 23 £	Movements in the year to 21 Mar 23 £	As at 21 Mar 22 £
<b>Receipts</b>				
Recovery of cash balances		2,668,000	-	2,668,000
Sundry debts and refunds		32,901	-	32,901
Insurance claims		50,000	-	50,000
Interest		33,278	26,146	7,132
VAT refund		223,689	90,740	132,949
Pre-appointment cash balance		1,278,888	-	1,278,888
Refund of legal fees		40	-	40
<b>Total receipts</b>		<b>4,286,796</b>	<b>116,886</b>	<b>4,169,910</b>
<b>Payments</b>				
Office holders' remuneration		1,741,841	262,727	1,479,114
Office holders' expenses		4,812	-	4,812
Office holders' pre-administration costs		3,740	-	3,740
Legal fees and expenses		561,346	12,859	548,487
IT and data storage		6,270	-	6,270
Insurance premiums		29,644	-	29,644
Office costs, stationery and postage		20,149	824	19,325
Statutory advertising		143	-	143
VAT paid	1	462,032	55,282	406,750
Finance costs		69	-	69
<b>Total payments</b>		<b>2,830,046</b>	<b>331,692</b>	<b>2,498,354</b>
<b>Cash held at bank</b>	2	<b>1,456,749</b>	<b>-214,806</b>	<b>1,671,556</b>

## *Solo Capital Partners LLP – Client estate*

There have been no receipts or payments to date.

## Appendix B: Expenses

Expenses are amounts properly payable by us as Special Administrators from the estate, but exclude our fees and distributions to creditors. These include disbursements which are expenses met by and reimbursed to an office holder in connection with an insolvency appointment.

Expenses fall into two categories:

Expense	
Category 1	Payments to persons providing the service to which the expense relates who are not an associate of the office holder.
Category 2	Payments to our firm or our associates or which have an element of shared costs (for example, photocopying and mileage disbursements, or costs shared between different insolvent estates).

We don't need approval from creditors to draw Category 1 expenses as these have all been provided by third parties, but we need approval from the same body that approves our fees before drawing Category 2 expenses.

The following table provides a breakdown for the period of the report of the Category 2 expenses which have been incurred by us as administrators or our associates, together with details of the Category 1 expenses that have been incurred by PwC and will be recharged to the case. Any Category 2 expenses drawn have been approved by creditors:

Category	Policy	SCP
		Costs incurred £
2	Website updates	44
1	Reimbursed at cost – storage costs	3,783
Total		3,827

The table below provides details of our expenses. The table includes our fees but excludes distributions to creditors and any return of funds to clients. The table also excludes any potential tax liabilities that we may need to pay as Special Administration expenses, because amounts becoming due will depend on the position at the end of the tax accounting period.

This table should be read in conjunction with the receipts and payments account at Appendix A, which shows expenses actually paid during the period and the total paid to date. None of these expenses were incurred in relation to the pursuit of Objective 1.

The Joint Administrators' costs incurred to 28 February 2023 do not reflect fees actually billed or drawn.

Please note that current total estimates in the table below, unless otherwise stated, have been held unchanged for this report, and will be revisited if an extension to the administrations of SGS, SGH, OPL, WPD and TML beyond their current end date of 22 September 2023 is sought and granted, when we will have a better idea of the likely further duration of the collective Group administrations. The revised estimates will then be incorporated into any subsequent report to creditors.

## SCP

Notes	Incurred to 21.03.22 £	Incurred in the year to 21.03.23* £	Cumulative incurred £	Current estimated future £	Current total estimate £
Legal fees and expenses	627,493.28	82,652.35	710,145.63	349,312.87	1,059,458.50
Office holders' expenses	3,750.84	44.00	3,794.84	1,973.50	5,768.34
Statutory advertising	143.22	-	143.22	292.00	435.22
Storage costs	3,626.60	3,783.00	7,409.60	473.00	7,882.60
IT and data storage	13,560.00	-	13,560.00	-	13,560.00
Printing and postage	19,173.52	823.95	19,997.47	3,421.16	23,418.63
Insurance premiums	29,644.00	-	29,644.00	-	29,644.00
Pre-Administration costs	3,739.50	-	3,739.50	-	3,739.50
Joint Administrators' time costs	1,745,935.10	179,357.00	1,925,292.10	411,462.90	2,336,755.00
<b>Total</b>	<b>2,447,066.06</b>	<b>266,660.30</b>	<b>2,713,726.36</b>	<b>766,935.43</b>	<b>3,480,661.78</b>

\* Joint Administrators' time costs are as at 28.02.23

# Appendix C: Remuneration update

Creditors and clients passed a resolution at a meeting by correspondence on 21 February 2017 fixing the basis of the Special Administrators' remuneration, in accordance with rule 196 of the Rules, by reference to time properly given by them and their staff in attending to matters arising in the Special Administration.

At a meeting by correspondence held on 27 October 2017, the creditors and clients voted to allow us to draw fees in excess of the initial estimate of £676,286.

To date, we have drawn £1,741,841 in fees, as shown on the receipts and payments account, in line with approval received from creditors and clients. Those fees relate to the pursuit of Objectives 2 and 3. At this stage we have not sought approval to draw any fees in relation to the pursuit of Objective 1.

The time costs incurred in the period covered by this report in respect of the pursuit of all three objectives totals £179,357, all of which relates to Objectives 2 and 3. This amount does not necessarily reflect how much we may eventually draw as fees for this period.

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

## Our hours and average rates

As required by Statement of Insolvency Practice 9, our time costs for the period from 1 March 2022 to 28 February 2023 by grade and work type are set out below.

Please note that as with Appendix B above, the current total estimates in the table below, have been held unchanged for this report, and will be revisited if an extension to the administrations of SGS, SGH, OPL, WPD and TML beyond their current end date of 22 September 2023 is sought and granted, when we will have a better idea of the likely further duration of the collective Group administrations. The revised estimates will then be incorporated into any subsequent report to creditors.

Classification of work	Partner	Director	Senior Manager	Manager	Senior Associate	Associate/ Other	Offshore Professionals	Total		Average hourly rate for activity	Cumulative total	Updated estimate	Future cost
	(£)	(£)	(£)	(£)	(£)	(£)	(£)	Hours	(£)	(£/Hour)	(£)	(£)	(£)
Administration	-	851.00	-	30,490.00	12,318.00	1,768.00	3,852.00	84.40	49,279.00	583.87	498,411	599,184	100,773
Assets	-	-	-	6,288.00	258.00	-	-	10.20	6,546.00	-	114,808	156,379	41,571
Creditor and clients	-	-	-	-	-	-	-	-	-	-	93,325	141,439	47,914
Employees	-	-	-	-	-	-	-	-	-	-	8,377	13,198	4,821
Investigations	-	33,526.00	-	47,279.00	6,185.00	-	-	118.50	86,990.00	734.09	663,646	698,030	34,384
Pensions	-	-	-	-	-	-	-	-	-	-	69,787	109,947	40,160
Reporting	-	866.00	-	7,282.00	5,350.00	-	423.00	24.20	13,921.00	575.25	116,146	136,421	20,275
Statutory and compliance	-	-	-	1,941.00	5,005.00	3,850.00	188.00	23.85	10,984.00	460.55	233,077	315,411	82,334
Tax	905.00	-	655.00	3,018.00	1,983.00	619.00	719.00	12.60	7,899.00	626.90	97,949	126,050	28,101
VAT	-	-	2,949.00	789.00	-	-	-	3.55	3,738.00	-	29,570	40,697	11,127
<b>Total</b>	<b>905.00</b>	<b>35,243.00</b>	<b>3,604.00</b>	<b>97,087.00</b>	<b>31,099.00</b>	<b>6,237.00</b>	<b>5,182.00</b>	<b>277.30</b>	<b>179,357.00</b>	<b>647.00</b>	<b>1,925,296</b>	<b>2,336,755</b>	<b>411,460</b>

## Our time charging policy and hourly rates

We and our team charge our time for the work we need to do in the Special Administration. We delegate tasks to suitable grades of staff, taking into account their experience and any specialist knowledge that is needed and we supervise them properly to maximise the cost effectiveness of the work done. Anything complex or important matters of exceptional responsibility are handled by our senior staff or us.

All of our staff who work on the Special Administration (including our cashiers, support and secretarial staff) charge time directly to the case and are included in any analysis of time charged. Each grade of staff has an hourly charge out rate which is reviewed from time to time. The minimum time chargeable is three minute units (i.e. 0.05 hours). We don't charge general or overhead costs.

We set out below the maximum charge-out rates per hour for the grades of our staff who already or who are likely to work on the Special Administration. Additionally, we call on colleagues in our Tax, VAT, Real Estate and Pensions departments where we need their expert advice. Their specialist charge-out rates vary but the maximum rates by grade per hour are also included below.

<b>With effect from 1 July 2022</b>	<b>Maximum rate per hour</b>	<b>Specialist maximum rate per hour</b>
<b>Grade</b>	<b>(£)</b>	<b>(£)</b>
Partner	980	1,810
Director	915	1,660
Senior manager	860	1,310
Manager	730	950
Senior associate	515	690
Associate	375	375
Support staff	160	200

In common with many professional firms, our scale rates may rise to cover annual inflationary cost increases.

### *Payments to associates*

We have not made any payments to associates in the period covered by this report.

## Our work in the period and work we propose to undertake

Earlier in this section we have included an analysis of the time spent by the various grades of staff.

The following table provides details of the work we propose to do (indicated by ☐), have already done (✓) or which is ongoing (□). It provides a brief summary for each category rather than an exhaustive list of all possible tasks

<i>Category of work</i>	<i>General description</i>	<i>Work included</i>	<i>Why the work was/is necessary</i>	<i>What, if any, financial benefit the work provided/will provide to creditors OR whether it was/is required by statute</i>
<b>Assets</b>	Assets	<ul style="list-style-type: none"> <li>Instructing and liaising with solicitors regarding civil, criminal and regulatory investigations ☐</li> <li>Liaising with and assisting regulatory bodies and key investigating authorities ☐</li> </ul>	<ul style="list-style-type: none"> <li>To identify assets and details of ownership, including the allocation of assets to the house and client estates</li> <li>To comply with regulatory requirements or statute</li> <li>Realisation of assets</li> </ul>	<ul style="list-style-type: none"> <li>To maximise realisations for the benefit of creditors and clients as a whole</li> </ul>
<b>Creditors and clients</b>	Creditor and client enquiries	<ul style="list-style-type: none"> <li>Receiving and following up creditor enquiries via telephone, email and post ☐</li> <li>Updating website with reports and information for creditors and clients ☐</li> <li>Reviewing and preparing correspondence to creditors, clients and their representatives ☐</li> <li>Receipting and filing proofs of debt ☐</li> </ul>	<ul style="list-style-type: none"> <li>To comply with regulatory requirements or statute</li> <li>To respond to queries from various stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>Required by statute or regulatory requirement</li> </ul>
<b>Investigations</b>	Conducting investigations	<ul style="list-style-type: none"> <li>Instructing and liaising with solicitors regarding civil, criminal and regulatory investigations ☐</li> <li>Liaising with and assisting regulatory bodies and key investigating authorities ☐</li> <li>Reviewing books, records and databases ☐</li> </ul>	<ul style="list-style-type: none"> <li>To comply with regulatory requirements or statute</li> <li>To identify potential assets</li> </ul>	<ul style="list-style-type: none"> <li>Required by statute or regulatory requirement</li> </ul>

<i>Category of work</i>	<i>General description</i>	<i>Work included</i>	<i>Why the work was/is necessary</i>	<i>What, if any, financial benefit the work provided/will provide to creditors OR whether it was/is required by statute</i>
<b>Statutory and compliance</b>	Case reviews	<ul style="list-style-type: none"> <li>Conducting a case review every six months ☐</li> </ul>	<ul style="list-style-type: none"> <li>To comply with regulatory requirements or statute</li> </ul>	<ul style="list-style-type: none"> <li>Required by statute or regulatory requirement</li> </ul>
	Books and records	<ul style="list-style-type: none"> <li>Dealing with records in storage ☐</li> <li>Sending job files to storage ☐</li> </ul>	<ul style="list-style-type: none"> <li>To comply with regulatory requirements or statute</li> <li>To maintain proper books and records</li> </ul>	<ul style="list-style-type: none"> <li>Required by statute or regulatory requirement</li> </ul>
	Other statutory and compliance	<ul style="list-style-type: none"> <li>Filing of documents ☐</li> <li>Updating checklists and diary management system ☐</li> <li>Liaising with regulatory bodies ☐</li> <li>Liaising with investigating authorities ☐</li> </ul>	<ul style="list-style-type: none"> <li>To comply with regulatory requirements or statute</li> </ul>	<ul style="list-style-type: none"> <li>Required by statute or regulatory requirement</li> </ul>
<b>Tax &amp; VAT</b>	Tax	<ul style="list-style-type: none"> <li>Preparing tax computations ☐</li> <li>Liaising with HMRC ☐</li> <li>Submitting corporation tax returns ☐</li> </ul>	<ul style="list-style-type: none"> <li>In compliance with duties as proper officers for tax</li> </ul>	<ul style="list-style-type: none"> <li>Governance</li> <li>To ensure tax accounting is accurate for benefit of creditors as a whole</li> </ul>
	VAT	<ul style="list-style-type: none"> <li>Preparing and submitting VAT returns/reclaims ☐</li> <li>Liaising with HMRC ☐</li> </ul>	<ul style="list-style-type: none"> <li>In compliance with duties as proper officers for tax</li> </ul>	<ul style="list-style-type: none"> <li>Governance</li> <li>To ensure tax accounting is accurate for benefit of creditors as a whole</li> </ul>
<b>Administration</b>	Strategy and planning	<ul style="list-style-type: none"> <li>Preparing fee budgets &amp; monitoring costs ☐</li> <li>Holding regular team meetings and discussions regarding strategy ☐</li> <li>Project management/email and document filing ☐</li> </ul>	<ul style="list-style-type: none"> <li>To resolve outstanding matters in line with the purpose of the Administration</li> <li>Case progression</li> </ul>	<ul style="list-style-type: none"> <li>The Special Administrators are required by statute to perform their functions as quickly and efficiently as possible</li> </ul>

<i>Category of work</i>	<i>General description</i>	<i>Work included</i>	<i>Why the work was/is necessary</i>	<i>What, if any, financial benefit the work provided/will provide to creditors OR whether it was/is required by statute</i>
	Accounting and treasury	<ul style="list-style-type: none"> <li>• Dealing with receipts, payments and journals □</li> <li>• Carrying out bank reconciliations and managing investment of funds □</li> </ul>	<ul style="list-style-type: none"> <li>• To pay administration expenses</li> <li>• Maintain the accounts and records of the insolvent estate</li> </ul>	<ul style="list-style-type: none"> <li>• Statutory duties to: <ul style="list-style-type: none"> <li>○ manage the affairs, business and property of the company</li> <li>○ settle expenses in the prescribed order of priority</li> </ul> </li> <li>• keep proper books and records</li> </ul>
	Closure procedures	<ul style="list-style-type: none"> <li>• Withdrawing undertakings and obtaining clearances from third parties □</li> <li>• Completing checklists and diary management system □</li> <li>• Closing down internal systems □</li> <li>• Discharge from liability □</li> </ul>	<ul style="list-style-type: none"> <li>• To comply with regulatory requirements or statute</li> </ul>	<ul style="list-style-type: none"> <li>• Required by statute or regulatory requirement</li> </ul>
<b>Reporting</b>	Progress reports	<ul style="list-style-type: none"> <li>• Preparing and issuing progress reports to creditors, clients and the Registrar □</li> </ul>	<ul style="list-style-type: none"> <li>• To comply with regulatory requirements or statute</li> </ul>	<ul style="list-style-type: none"> <li>• Required by statute or regulatory requirement</li> </ul>

<i>Category of work</i>	<i>General description</i>	<i>Work included</i>	<i>Why the work was/is necessary</i>	<i>What, if any, financial benefit the work provided/will provide to creditors OR whether it was/is required by statute</i>
<b>Distributions</b>	Creditor and client claims	<ul style="list-style-type: none"> <li>• Dealing with proofs of debt for dividend purposes <input type="checkbox"/></li> <li>• Corresponding with potential creditors and clients inviting lodgement of proofs of debt <input type="checkbox"/></li> <li>• Receiving proofs of debt and maintaining register <input type="checkbox"/></li> <li>• Adjudicating claims, including requesting further information from claimants <input type="checkbox"/></li> <li>• Preparing correspondence to claimants advising outcome of adjudication and advising of intention to declare dividend <input type="checkbox"/></li> <li>• Advertising intention to declare dividend <input type="checkbox"/></li> <li>• Calculating dividend rate and preparing dividend file <input type="checkbox"/></li> <li>• Preparing correspondence to creditors and clients announcing declaration of dividend <input type="checkbox"/></li> <li>• Preparing and paying distribution <input type="checkbox"/></li> </ul>	<ul style="list-style-type: none"> <li>• To facilitate the agreement of claims and any distribution to creditors and clients in an expeditious manner</li> <li>• To comply with regulatory requirements or statute</li> <li>• To maintain the books and records of the insolvency estates</li> </ul>	<ul style="list-style-type: none"> <li>• Required by statute or regulatory requirement</li> <li>• The Special Administrators have a duty to act in the best interests of creditors and clients as a whole and to maintain proper records</li> </ul>
<b>Pensions</b>	Pensions	<ul style="list-style-type: none"> <li>• No pensions work in the period</li> </ul>		

## *Our relationships*

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

## *Details of subcontracted work*

No work, which we or our staff would normally do, has been done by subcontractors during the period of this report.

## *Legal and other professional firms*

We've instructed the following professionals on this case:

<b>Service provided</b>	<b>Name of firm / organisation</b>	<b>Reason selected</b>	<b>Basis of fees</b>
Legal advice to the Special Administrators including in respect of the recovery of assets	McCarthy Denning Limited	<ul style="list-style-type: none"><li>• Industry knowledge</li><li>• Insolvency expertise</li><li>• Knowledge of SCP</li></ul>	Time costs and disbursements

We require all third party professionals to submit time costs analyses and narrative in support of invoices rendered.

## Appendix D: Other information

<b>Court details for the Special Administration:</b>	High Court of Justice, Chancery Division, Companies Court - Court Case 5975 of 2016
<b>Full name:</b>	Solo Capital Partners LLP
<b>Trading name:</b>	Solo Capital Partners LLP and Callisto Advisors (per the FCA register)
<b>Registered number:</b>	OC367979
<b>Registered address:</b>	7 More London Riverside London SE1 2RT
<b>Company designated member(s):</b>	Solo Group (Holdings) Limited
<b>Company secretary:</b>	None
<b>Shareholdings held by the designated members and secretary:</b>	Solo Group (Holdings) Limited is the sole member of Solo Capital Partners LLP
<b>Date of the Special Administration appointment:</b>	22 September 2016
<b>Special Administrators' names and addresses:</b>	Douglas Nigel Rackham and David James Kelly, 7 More London Riverside, London SE1 2RT
<b>Appointor's / applicant's name and address:</b>	Solo Capital Partners LLP, address above.
<b>Objectives being pursued by the Special Administrators:</b>	1, 2 and 3(ii) of Regulation 10(1), The Regulations.
<b>Division of the Special Administrators' responsibilities:</b>	In relation to paragraph 100(2) Sch.B1 IA86, during the period for which the Special Administration is in force any act required or authorised under any enactment to be done by either or both of the Special Administrators may be done by all or any one or more of the persons for the time being holding that office.
<b>Proposed end of the Special Administration:</b>	Paragraph 79 Sch.B1 IA86, or CVA or Scheme followed by dissolution
<b>Estimated dividend for unsecured creditors:</b>	Unknown
<b>Estimated values of the prescribed part and the net property:</b>	Not applicable
<b>Whether and why the Special Administrators intend to apply to court under section 176A(5) IA86:</b>	Not applicable, as there is no qualifying floating charge holder