

**BRI Ferrier**

## **INITIAL REPORT TO CREDITORS**

**BELL CARE SERVICES PTY LIMITED (IN LIQUIDATION)**

**ACN: 649 504 218**

**ABN: 58 649 504 218**

**14 March 2025**

**PETER KREJCI**  
**Liquidator**

Phone: 02 8263 2333

Email: [info@brifnsw.com.au](mailto:info@brifnsw.com.au)

Website: [www.briferrier.com.au](http://www.briferrier.com.au)

Postal: GPO Box 7079, Sydney NSW 2001

Address: Level 26, 25 Bligh Street

Sydney NSW 2000

## TABLE OF CONTENTS

1	Disclaimer	4
2	Executive Summary	4
3	Legal Proceedings	6
4	Effect on Creditors	6
5	Your Rights As a Creditor	9
6	Proposals without Meetings	9
7	Information for Creditors	9
8	What Happens Next?	10
9	Queries	11

## TABLE OF ANNEXURES

<b>A</b>	Formal Proof of Debt (“POD”) with Request to Receive Electronic Communication
<b>B</b>	Declaration of Independence, Relevant Relationships, and Indemnities (“DIRRI”)
<b>C</b>	ARITA Information Sheet – Creditors Rights in Liquidation
<b>D</b>	ASIC Information Sheet – Proposals without a Meeting
<b>E</b>	Initial Remuneration Notice
<b>F</b>	Remuneration Approval Report
<b>G</b>	Proposals without Meeting Forms



## GLOSSARY

ABN	Australian Business Number
ACN	Australian Company Number
Act	Corporations Act 2001 (Cth)
ARITA	Australian Restructuring Insolvency and Turnaround Association
ASIC	Australian Securities and Investments Commission
ATO	Australian Taxation Office
CBA	Commonwealth Bank of Australia Limited
CL	Court Liquidation
Company	Bell Care Services Pty Limited (In Liquidation) ACN 649 504 218
DEWR	Department of Employment and Workplace Relations
Director	Lauren Margaret Brown
DIRRI	Declaration of Independence, Relevant Relationships & Indemnities
DCoT	Deputy Commissioner of Taxation
FEG	Fair Entitlements Guarantee
Firm	BRI Ferrier
iCare	Workers Compensation Nominal Insurer
IPR	Insolvency Practice Rules (Corporations) 2016
IPS	Insolvency Practice Schedule (Corporations) 2016
NSW	New South Wales
Petitioning Creditor	DCoT
POD	Proof of Debt
PPSR	Personal Properties Securities Register
ROCAP	Report on Company Activities and Property
ROT	Retention of Title

## 1 DISCLAIMER

An investigation of the Company's affairs has been conducted and this report and the statements made herein have been prepared based upon available books and records and from my own enquiries.

Whilst I have no reason to doubt the accuracy of the information provided or contained herein, I reserve the right to alter my opinions or conclusions should the underlying data prove to be inaccurate or materially change after the date of this report.

Neither I, nor any member or employee of BRI Ferrier accepts responsibility in any way whatsoever to any person in respect of any errors in this report arising from incorrect information provided to me, or necessary estimates and assessments made for the purposes of the report.

This report is not for general circulation, publication, reproduction, or any use other than to assist creditors in evaluating their position as creditors of the Company and must not be disclosed without the prior approval of the Liquidator.

Creditors should consider seeking their own independent legal advice as to their rights and options available to them.

Should any creditor have material information in relation to the Company's affairs which they consider may impact on my investigations or report, please forward details in writing as soon as possible.

## 2 EXECUTIVE SUMMARY

I was appointed Liquidator of the Company on 28 February 2025, pursuant to an Order of the Federal Court of Australia, on application by the DCoT.

This report has been prepared pursuant to Insolvency Practice Rule 70-30 of the Act. You have received this Report because I am aware that you may have a creditor claim and/or the limited books and records available identified you as a creditor.

My investigations to date into the Company's affairs and the conduct of its officers are preliminary and a more detailed report will be provided to creditors within three months. My findings, including any offences identified, will be reported to ASIC in due course.

I provide herein a brief overview of the Company's affairs as presently known to me at this time.

- The Company was incorporated on 16 April 2021.
- The Company operated as an NDIS provider servicing the Illawarra region, specialising in aged care and disability support services.
- My investigations indicate the Company ceased trading on or around 2 December 2024.

- The Director, Ms Lauren Brown is the sole director and shareholder of the Company, having been appointed director since the Company's incorporation.
- An ASIC Company search lists the Company's Registered Address and Principal Place of Business as 'D R Banks Accounting Suite 2 Level 1 336-338 Keira Street Wollongong NSW 2500' and 'Unit 3 69 Worrige Street Nowra NSW 2541'. I have conducted a statutory search of the registered office and note the Director to not be an owner of this property.
- I have written to DRB Group and BLG Advisors whom I have identified as former accountants of the Company requesting the books and records in their possession. Both firms have since confirmed to me that despite their efforts, the Director was largely uncontactable during their period of service, and no services were actually provided to the Company.
- Upon my appointment, solicitors for the Petitioning Creditor advised of a letter of authority signed by the Director, authorising her mother, Marcella Brown, to act on her behalf for all matters relating to the Company whilst the Director attended to personal illness.
- Members of my staff have since contacted Marcella who has advised the Director had been unwell for an extended period of time which is said to have impacted the Company and her own ability to successfully trade the business.
- I understand the Company to have significant outstanding taxation debt as well as outstanding lodgements. Whilst I am yet to receive a Formal Proof of Debt from the DCoT, advise from Marcella suggests the debt to currently be in the vicinity of \$420K. I note this amount is likely to increase significantly should the Company's lodgements be brought up to date.
- Due to her poor health and inability to attend to the Company's needs, the Director informally appointed an employee to run the business in her stead. I understand the Company to occupy a storage unit held in this employee's name. The contents of the unit are said to be office furniture, filing cabinet and computer equipment. I will write to the employee requesting location of the storage unit, to allow for a valuer to attend and inspect the contents for any potential realisable value.
- I understand the Company to have maintained management accounts through MYOB. I have requested MYOB to grant me access to same.
- On or around November 2024, upon learning of the Company's significant debts, Marcella stepped in to commence closing down the business. Marcella has advised all employees were terminated on 2 December 2024, with wages and most trade creditors being paid from her own pocket. I have requested further details of these payments from Marcella.

In respect of preliminary investigations undertaken to date, I have identified the contents of the storage unit as a potential asset of the Company however I do not anticipate it to provide for a meaningful realisation for the Liquidation. I have identified five (5) bank accounts previously held in the Company's name with CBA. I note all of these accounts were closed prior to my appointment, and only two (2) recording transactions.

The Company's known liabilities as at the date of this report is represented by claims from unsecured creditors being iCare for \$2.6K. I note, however, that the DCoT has not yet actioned my requests for access to the Company's taxation records at this time nor submitted a POD in the Liquidation, further the Company may have additional creditors unaware of the Liquidation as such, the total liabilities are likely to increase.

In any event, I am required to investigate the Company's affairs and the conduct of its officers and report my findings to ASIC in due course. If any creditors have information relevant to the Liquidation, they are encouraged to contact my office without delay, such that it may assist my investigations and/or improve the prospects of recovery for creditors.

### 3 LEGAL PROCEEDINGS

Pursuant to Section 500 of the Act, my appointment as Liquidator automatically stays any current legal proceedings against the Company. Creditors cannot commence or continue proceedings against the Company without my written consent or leave of the Court.

I am not aware of the Company currently being involved in any legal proceedings.

### 4 EFFECT ON CREDITORS

Creditors should be aware that they are subject to certain restrictions with respect to their claims when the Company is being wound up. I provide a summary of the effect on creditors:

#### 4.1 TRADE SUPPLIERS

All claims against the Company in respect of goods and/or services provided to the Company prior to my appointment are effectively frozen as at the date of my appointment.

I will not accept responsibility for any liability in respect of any goods or services provided after the date of my appointment unless express written authorisation has been provided.

#### 4.2 LANDLORDS/LESSORS

Whilst the Company is in Liquidation, a moratorium is imposed on all debts outstanding as at the date of my appointment. This extends to amounts outstanding to equipment lessors and landlords of any premises leased by the Company.

I am not aware of any outstanding rent for business premises.

#### 4.3 EMPLOYEES

Whilst I have been advised all employees were terminated prior to my appointment, failing receipt of any books and records I am unable to determine if there are any employee entitlements owed by the Company. Notwithstanding, once I have received employee contact information, it is my intention to issue termination letters to each.

To the extent there are outstanding employee entitlements owed by the Company, there is a statutory priority of payment in respect of outstanding entitlements such as wages, superannuation, annual leave, long service leave, payment in lieu of notice and redundancy.

In the event that there are insufficient funds to pay a dividend to priority (employee) creditors in a winding up, employees (excluding the Directors and related parties) may lodge a claim under the FEG scheme with the DEWR in respect of certain entitlements that they are owed, subject to them meeting the eligibility requirements of the FEG scheme. FEG does not pay outstanding superannuation.

The FEG scheme is administered by the DEWR for eligible employees who have been terminated from their employment as a result of their employer's insolvency and are owed entitlements.

In order for an employee to be eligible to claim outstanding entitlements under the FEG scheme, one of the following conditions must be met:

- ▶ The employee is terminated upon the appointment of an insolvency practitioner; or
- ▶ The employee is terminated by the Company within six (6) months of the appointment of an insolvency practitioner; or
- ▶ The termination is due to the insolvency of the employer.

Claims may be submitted in respect of the following entitlements set out below up to the maximum thresholds, provided they are so entitled under their respective industrial instrument/contract of employment to claim:

- ▶ Up to three months unpaid wages;
- ▶ Unpaid annual leave and long service leave;
- ▶ Up to a maximum of five weeks unpaid payment in lieu of notice; and
- ▶ Up to a maximum of four weeks redundancy entitlement for each completed year of service.

FEG will not cover:

- ▶ Outstanding superannuation entitlements;
- ▶ Entitlements such as rostered days off, unless the relevant legislation, award, statutory agreement, or written contract of employment provides they are payable upon termination of employment; and
- ▶ Employee entitlements of directors and related party creditors.

Claims must be lodged no more than 12 months after the later of the date of termination of employment or the date of the insolvency event. Directors who are also employees of the company, or relatives of a director of the employer company, at any time in the 12 months before the insolvency event are not eligible.

Further information in relation to the FEG scheme may be obtained using the following hyperlink:  
<https://fegonlineservices.dewr.gov.au/>

Any person claiming to be a creditor of the Company in respect of outstanding employee entitlements should notify Mr Joshua Coorey of this office without delay.

A distribution will only be paid in respect of superannuation if there are sufficient realisations from the Liquidation.

#### 4.4 SECURED CREDITORS AND SECURITY INTERESTS

A search of the Personal Property Securities Register did not reveal any security interests registered against the Company.

In any event, if you have leased property to the Company, have a retention of title claim or hold a Personal Property Security in relation to the Company, please contact Miss Sushma Mandira of this office as soon as possible.

#### 4.5 CONTRACTS AND AGREEMENTS

The Director has advised the Company is continuing to trade through a current subcontract on a building project. The Director has not provided me with any details regarding this project or the contract. Unless otherwise indicated, I do not accept adoption of existing contracts. Customers, suppliers, and any other parties with any such contracts should contact Mr Joshua Coorey of this office immediately so that they may be considered.

### 5 YOUR RIGHTS AS A CREDITOR

Information regarding your rights as a creditor is provided in the information sheet enclosed. This includes your right to:

- Make reasonable requests for a meeting;
- Make reasonable requests for information;
- Give directions to me;
- Appoint a reviewing liquidator; and
- To replace me as Liquidator.

### 6 PROPOSALS WITHOUT MEETINGS

Given the relatively small size and complexity of the matter, I advise that I will not convene a creditors' meeting at this time. Instead, I enclose Proposal without Meeting Forms for creditors' consideration in lieu of convening a Meeting of Creditors, in accordance with section 75-40 of the *Insolvency Practice Schedule (Corporations) 2016* and section 75-130 of the IPR.

If I receive a request for a meeting that complies with the guidelines set out in the creditor rights information sheet, I will hold a meeting of creditors.

## 7 INFORMATION FOR CREDITORS

I have included the following initial notices and documents in connection with my appointment for your information.

Annexure	Document	Description	Further Action Required by you
A	Formal Proof of Debt (“POD”) with Request to Receive Electronic Communications	You must also provide information about what the Company owes you and evidence to support your claim. Please complete and return POD form via email to Joshua Coorey of this office to <a href="mailto:jcoorey@brifnsw.com.au">jcoorey@brifnsw.com.au</a> with your supporting documents.	Yes Include Supporting Documentation
B	A Declaration of Independence, Relevant Relationships, and Indemnities (“DIRRI”)	The DIRRI assists you to understand any relevant relationships that I have, and any indemnities or upfront payments that have been provided to me. None of the relationships mentioned in this document affect my independence.	No
C	Information Sheet – Creditors Rights in Liquidation	As a creditor, you have certain rights, although you no longer have the right to seek payment by the Company of your outstanding debt.  This information sheet provides a detailed list of your rights.	No
D	Information Sheet – Proposals without a Meeting	This is an information sheet to assist you in understanding what a “Proposal without a meeting” is.  I am seeking approval of my remuneration, internal disbursements and destruction of the Company’s books and records after the Liquidation is finalised.	No
E	Initial Remuneration Notice	This document provides an estimate of the costs to perform the Liquidation, the method of calculating remuneration and my Firm’s hourly rates.	No
F	Proposal Without Meeting Forms	These documents set out the resolutions sought from creditors, by way of proposal, rather than meeting of creditors.	No

## 8 WHAT HAPPENS NEXT?

I will proceed with the Liquidation, including:

- ▶ Collect and receive books and records of the Company;
- ▶ Recover and sell any available property of the Company;
- ▶ Conduct investigations into the Company's affairs, subject to available records;
- ▶ Issue termination letters to all employees of the Company;
- ▶ Further investigate the payments made prior to my appointment to employees and trade creditors;
- ▶ Engage a valuer to attend the storage unit to inspect the office furniture and equipment for potential realisable value;
- ▶ Issue a further and more detailed report to Creditors;
- ▶ Reporting to the corporate regulator, ASIC;
- ▶ Pursue any recoveries available in the form of voidable transactions and insolvent trading claims, if any, subject to funding being available;
- ▶ Pay a dividend to the creditors, if available.

I will also write to you within three (3) months of my appointment advising whether a dividend is likely and update you on the progress of my investigations. I may write to you again after that with further information on the progress of the Liquidation, if necessary.

## 9 QUERIES

If creditors have any information which may aid me in my investigations, please contact my office as a matter of urgency.

Please note that Liquidator is not required to publish notices in the print media. ASIC maintains an online notices page for external administrators to publish notices in respect of companies. Creditors are encouraged to visit <http://insolvencynotices.asic.gov.au> throughout the liquidation to view any notices which may be published in respect of the Company.

ARITA provides information to aid creditors with understanding liquidations and insolvency. This information is available from ARITA's website at <https://www.arita.com.au/creditors>.

ASIC also provides information sheets on a range of insolvency topics. These information sheets can be accessed on ASIC's website at [asic.gov.au](http://asic.gov.au) (search for "insolvency information sheets").

The BRI Ferrier staff member responsible for this matter is as follows:

- ▶ BRI Contacts: Joshua Coorey
- ▶ Phone: (02) 8263 2320
- ▶ Email: [jcoorey@brifnsw.com.au](mailto:jcoorey@brifnsw.com.au)

▲ Mailing: GPO Box 7079, Sydney NSW 2001

Yours faithfully

**BELL CARE SERVICES PTY LIMITED (IN LIQUIDATION)**



**PETER KREJCI**  
LIQUIDATOR

---

The logo for BRI Ferrier features the company name in white, bold, sans-serif font on a dark grey rectangular background. A green triangle is positioned at the bottom right corner of the grey rectangle.

**BRI Ferrier**

---

**Bell Care Services Pty Limited  
(In Liquidation)  
ACN 649 504 218  
ABN 58 649 504 218**

---

**Annexure "A"  
Formal Proof of Debt ("POD") with  
Request to Receive Electronic  
Communication**

---

FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)

To the Liquidator of Bell Care Services Pty Limited (In Liquidation) ACN 649 504 218

1. This is to state that the company was, on 28 February 2025 <sup>(1)</sup> and still is, justly and truly indebted to<sup>(2)</sup> (full name):

.....  
('Creditor')  
.....

for \$ .....dollars and .....cents.

Particulars of the debt are (please attach documents to support your claim e.g. purchase orders, invoices, interest schedules):

Date	Consideration <sup>(3)</sup> <small>state how the debt arose</small>	Amount \$ (Incl. GST)	Remarks <sup>(4)</sup> <small>include details of voucher substantiating payment</small>

2. To my knowledge or belief the creditor has not, nor has any person by the creditor's order, had or received any manner of satisfaction or security for the sum or any part of it except for the following: .....

Insert particulars of all securities held. Where the securities are on the property of the company, assess the value of those securities. If any bills or other negotiable securities are held, specify them in a schedule in the following form:

Date	Drawer	Acceptor	Amount \$ c	Due Date

- I am **not** a related creditor of the Company <sup>(5)</sup>
- I am a related creditor of the Company <sup>(5)</sup>  
relationship: .....

3A.<sup>(6)\*</sup> I am employed by the creditor and authorised in writing by the creditor to make this statement. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

3B.<sup>(6)\*</sup> I am the creditor's agent authorised to make this statement in writing. I know that the debt was incurred and for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

The External Administrators' (whether as Voluntary Administrators/Deed Administrators/Liquidators) will send and give electronic notification of documents in accordance with Section 600G and 105A of Corporations Act 2001. Please provide your email address below:

Contact Name: .....

Email Address: .....

DATED this      day of      2025

NAME IN BLOCK LETTERS .....

Occupation.....

Address.....

Signature of Signatory .....

**OFFICE USE ONLY**

POD No:		ADMIT ( <b>Voting / Dividend</b> ) - Ordinary	\$
Date Received:		ADMIT ( <b>Voting / Dividend</b> ) – Preferential	\$
Entered into CORE IPS:		Reject ( <b>Voting / Dividend</b> )	\$
Amount per CRA/RATA	\$	Object or H/Over for Consideration	\$
<b>Reason for Admitting / Rejection</b>			
PREP BY/AUTHORISED		<b>TOTAL PROOF</b>	\$
DATE AUTHORISED / /			

### Proof of Debt Form Directions

- \* Strike out whichever is inapplicable.
- (1) Insert date of Court Order in winding up by the Court, or date of resolution to wind up, if a voluntary winding up.
- (2) Insert full name and address (including ABN) of the creditor and, if applicable, the creditor's partners. If prepared by an employee or agent of the creditor, also insert a description of the occupation of the creditor.
- (3) Under "Consideration" state how the debt arose, for example "goods sold and delivered to the company between the dates of .....", "moneys advanced in respect of the Bill of Exchange".
- (4) Under "Remarks" include details of vouchers substantiating payment.
- (5) Related Party / Entity: Director, relative of Director, related company, beneficiary of a related trust.
- (6) If the Creditor is a natural person and this proof is made by the Creditor personally. In other cases, if, for example, you are the director of a corporate Creditor or the solicitor or accountant of the Creditor, you sign this form as the Creditor's authorised agent (delete item 3A). If you are an authorised employee of the Creditor (credit manager etc), delete item 3B.

### Annexures

- A. If space provided for a particular purpose in a form is insufficient to contain all the required information in relation to a particular item, the information must be set out in an annexure.
- B. An annexure to a form must:
  - (a) have an identifying mark;
  - (b) and be endorsed with the words:
    - i) "This is the annexure of *(insert number of pages)* pages marked *(insert an identifying mark)* referred to in the *(insert description of form)* signed by me/us and dated *(insert date of signing)*; and
  - (c) be signed by each person signing the form to which the document is annexed.
- C. The pages in an annexure must be numbered consecutively.
- D. If a form has a document annexed the following particulars of the annexure must be written on the form:
  - (a) the identifying mark; and
  - (b) the number of pages.
- E. A reference to an annexure includes a document that is with a form.

---

The logo for BRI Ferrier, featuring the text "BRI Ferrier" in white on a dark grey background, with a green triangle on the right side.

**BRI Ferrier**

---

**Bell Care Services Pty Limited  
(In Liquidation)  
ACN 649 504 218  
ABN 58 649 504 218**

---

**Annexure "B"  
Declaration of Independence,  
Relevant Relationships, and  
Indemnities ("DIRRI")**

---

# Declaration of Independence, Relevant Relationships and Indemnities

## **Bell Care Services Pty Limited**

(In Liquidation)

ACN 649 504 218

ABN 58 649 504 218

14 March 2025

**PETER KREJCI**

Liquidator

Novabrif Pty Ltd ABN 61 643 013 610  
Level 30, Australia Square, 264 George Street, Sydney NSW 2000  
GPO Box 7079, Sydney NSW 2001  
Phone (02) 8263 2300  
Email: [info@brifnsw.com.au](mailto:info@brifnsw.com.au)  
Website: [www.briferrier.com.au](http://www.briferrier.com.au)

**BRI Ferrier**

The logo for BRI Ferrier consists of the text "BRI Ferrier" in a bold, sans-serif font. The text is white and is set against a dark grey rectangular background. To the right of the text, there is a small green triangle pointing upwards and to the right, which is part of the overall logo design.

The purpose of this document is to assist creditors with understanding any relevant relationships that I, the Liquidator, have with parties who are closely connected to Bell Care Services Pty Limited (In Liquidation) and any indemnities or upfront payments that have been provided to me. None of the relationships disclosed in this document are such that my independence is affected.

This information is provided so you have trust and confidence in my independence and, if not, you can ask for further explanation or information and can act to remove and replace me if you wish.

This declaration is made in respect of myself, my partners and BRI Ferrier.

I am a Professional Member of ARITA – Australian Restructuring Insolvency and Turnaround Association. I acknowledge that I am bound by the ARITA Code of Professional Practice.

## A. INDEPENDENCE

I, Peter Krejci, of BRI Ferrier have assessed my independence prior to accepting the appointment as Liquidator of Bell Care Services Pty Limited (In Liquidation) (“the Company”) in accordance with the law and applicable professional standards and I am not aware of any reasons that would prevent me from accepting this. There are no other known relevant relationships, including personal, business and professional relationships that should be disclosed beyond those I have disclosed in this document.

## B. CIRCUMSTANCES OF APPOINTMENT

### I. HOW I WAS REFERRED THIS APPOINTMENT

I was appointed Liquidator of the Company by the Federal Court on the application of Deputy Commissioner of Taxation (“ATO”). On 26 November 2024, I received correspondence from Ashleigh Thompson of Mills Oakley (“MO”) seeking my consent to act as liquidator of the Company. I provided my consent to act as liquidator on the request of MO, on 27 November 2024. This consent does not affect my independence for the reason that the giving of consent to act does not result in any duty owed to that creditor that would conflict with my interests or duties under the Corporations Act.

I believe that this referral does not result in a conflict of interest or duty because:

- I am referred matters from MO on an ad hoc basis where the only common relationship is MO.
- Referrals from solicitors, business advisors and accountants are a commonplace and do not impact my independence in carrying out my duties as liquidator.
- I have not received or paid any benefit to MO with respect of these referrals.

There is no expectation, agreement or understanding between me and Mills Oakley regarding the conduct of the Liquidator and I am free to act independently and in accordance with the law and applicable professional standards.

### II. DID I MEET WITH THE COMPANY, THE DIRECTORS OR THEIR ADVISER BEFORE I WAS APPOINTED?

Yes  No

Neither I, nor my Firm, have met with the Company, its directors or their advisor prior to my appointment.

## C. DECLARATION OF RELATIONSHIPS

Within the previous two years, I, or my firm, have had a relationship with:

Name	Nature of relationship
The Company	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
The director	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Any associates of the Company?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
A secured creditor entitled to enforce a security over the whole or substantially the whole of the Company's property?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Do I have any other relationships that I consider are relevant to creditors assessing my independence?

Yes  No

### Australian Taxation Office

- ▲ The ATO is a sophisticated statutory creditor and is administratively bound to act as a Model Litigant. In my experience the ATO does not seek to exert improper pressure on insolvency practitioners in connection with the discharge of their duties to creditors generally.
- ▲ Principals and Directors of BRI Ferrier around Australia, were, until its expiration at the end of 2014, members of a panel of Official Liquidators established by the ATO and accepted appointments by Australian Courts initiated by the Federal Commissioner. These Official Liquidators had undertaken to the ATO to accept appointments as Liquidator appointed by a Court under the Corporations Act where the ATO is the applicant creditor, whether the company has assets or not. BRI Ferrier is likely to seek inclusion in any comparable panel should one be established in future. Membership of the panel was not conditional upon any preference or benefit being conferred upon the ATO.

In addition to the above, I also note that Principals of BRI Ferrier routinely accept nominations and appointments as insolvency practitioners by the major trading banks, in addition to creditors such as the ATO (as discussed above). The nature of these relationships varies over time depending on the nature of the engagements. Such relationships do not impede my independence or give rise to a conflict of duties because I accept such engagements only on the basis that my independence will be maintained and the relationships are maintained on professional commercial terms.

### III. NO OTHER RELEVANT RELATIONSHIPS TO DISCLOSE


There are no other known relevant relationships, including personal, business and professional relationships, from the previous 24 months with the Company, an associate of the Company, a former insolvency practitioner appointed to the Company or any person or entity that has a valid and enforceable security interest on the whole or substantially whole of the Company's property that should be disclosed.

### D. INDEMNITIES AND UP-FRONT PAYMENTS

I have not been indemnified in relation to this administration, other than any indemnities that I may be entitled to under statute and I have not received any up-front payments in respect of my remuneration or disbursements.

This does not include any indemnities I may be entitled to under the law. I have not received any other indemnities or upfront payments.

Dated: 14 March 2025

  
.....

Peter Krejci  
Liquidator

#### NOTE:

- 1. The assessment of independence has been made based on an evaluation of the significance of any threats to independence and in accordance with the requirements of the relevant legislation and professional Standards.*
- 2. If circumstances change, or new information is identified, I am required under the Corporations Act 2001 and ARITA's Code of Professional Practice to update this Declaration and provide a copy to creditors with my next communication as well as table a copy of any replacement declaration at the next meeting of the insolvent's creditors. For creditors' voluntary liquidations and voluntary administrations, this document and any updated versions of this document are required to be lodged with ASIC.*

---

The logo for BRI Ferrier, featuring the text "BRI Ferrier" in white on a dark grey background with a green triangle on the right side.

**BRI Ferrier**

---

**Bell Care Services Pty Limited  
(In Liquidation)  
ACN 649 504 218  
ABN 58 649 504 218**

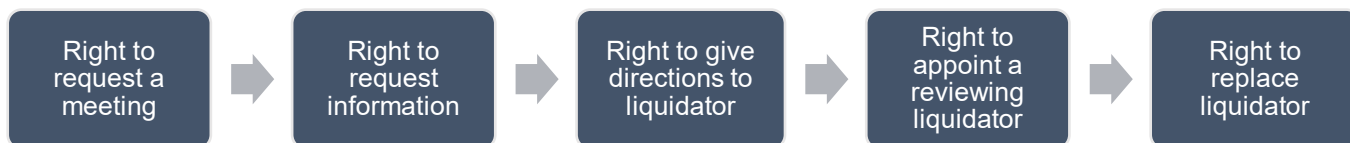
---

**Annexure "C"  
ARITA Information Sheet  
Creditors Rights in Liquidation**

---

# Creditor Rights in Liquidations

As a creditor, you have rights to request meetings and information or take certain actions:



If a simplified liquidation process is adopted, these rights are effectively limited to the right to request information.

## Right to request a meeting

In liquidations, no meetings of creditors are held automatically. However, creditors with claims of a certain value can request in writing that the liquidator hold a meeting of creditors. The right to request meetings, including in the circumstances described below, is not available if a simplified liquidation process is adopted.

A meeting may be requested in the first 20 business days in a creditors' voluntary liquidation by  $\geq 5\%$  of the value of the debts held by known creditors who are not a related entity of the company.

Otherwise, meetings can be requested at any other time or in a court liquidation by:

- $> 10\%$  but  $< 25\%$  of the known value of creditors on the condition that those creditors provide security for the cost of holding the meeting
- $\geq 25\%$  of the known value of creditors
- creditors by resolution, or
- a Committee of Inspection (this is a smaller group of creditors elected by, and to represent, all the creditors).

If a request complies with these requirements and is 'reasonable', the liquidator must hold a meeting of creditors as soon as reasonably practicable.

## Right to request information

Liquidators will communicate important information with creditors as required in a liquidation. In addition to the initial notice, you should receive, at a minimum, a report within the first three months on the likelihood of a dividend being paid.

Additionally, creditors have the right to request information at any time. A liquidator must provide a creditor with the requested information if their request is 'reasonable', the information is relevant to the liquidation, and the provision of the information would not cause the liquidator to breach their duties.

A liquidator must provide this information to a creditor within 5 business days of receiving the request, unless a longer period is agreed. If, due to the nature of the information requested, the liquidator requires more time to comply with the request, they can extend the period by notifying the creditor in writing.

## Requests must be reasonable.

### They are not reasonable if:

Both meetings and information:

- (a) complying with the request would prejudice the interests of one or more creditors or a third party
- (b) there is not sufficient available property to comply with the request
- (c) the request is vexatious

Meeting requests only:

- (d) a meeting of creditors dealing with the same matters has been held, or will be held within 15 business days

Information requests only:

- (e) the information requested would be privileged from production in legal proceedings
- (f) disclosure would found an action for breach of confidence
- (g) the information has already been provided
- (h) the information is required to be provided under law within 20 business days of the request

If a request is not reasonable due to (b), (d), (g) or (h) above, the liquidator must comply with the request if the creditor meets the cost of complying with the request.

Otherwise, a liquidator must inform a creditor if their meeting or information request is not reasonable and the reason why.

## Right to give directions to liquidator

Creditors, by resolution, may give a liquidator directions in relation to a liquidation. A liquidator must have regard to these directions, but is not required to comply with the directions.

If a liquidator chooses not to comply with a direction given by a resolution of the creditors, they must document their reasons. An individual creditor cannot provide a direction to a liquidator.

If a simplified liquidation process is adopted, you may not be able to give directions, because meetings cannot be held to pass a resolution.

## Right to appoint a reviewing liquidator

Creditors, by resolution, may appoint a reviewing liquidator to review a liquidator's remuneration or a cost or expense incurred in a liquidation. This right is not available if a simplified liquidation process is adopted. The review is limited to:

- remuneration approved within the six months prior to the appointment of the reviewing liquidator, and
- expenses incurred in the 12 months prior to the appointment of the reviewing liquidator.

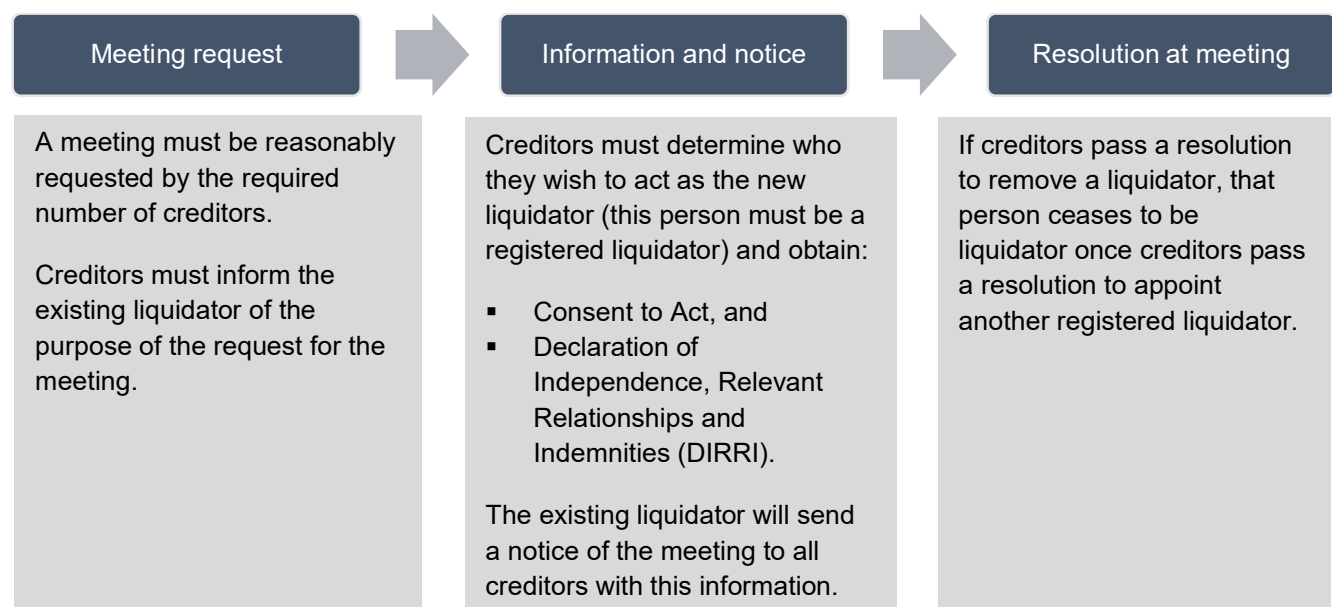
The cost of the reviewing liquidator is paid from the assets of the liquidation, in priority to creditor claims.

An individual creditor can appoint a reviewing liquidator with the liquidator's consent, however the cost of this reviewing liquidator must be met personally by the creditor making the appointment.

## Right to replace liquidator

Creditors, by resolution, have the right to remove a liquidator and appoint another registered liquidator. This right is not available if a simplified liquidation process is adopted, because meetings cannot be held.

To replace a liquidator, there are certain requirements that must be complied with:



**For more information, go to [www.arita.com.au/creditors](http://www.arita.com.au/creditors).  
Specific queries about the liquidation should be directed to the liquidator's office.**

---

The logo for BRI Ferrier features the company name in white, bold, sans-serif font on a dark grey rectangular background. A green triangle is positioned at the bottom right corner of the grey rectangle.

**BRI Ferrier**

---

**Bell Care Services Pty Limited  
(In Liquidation)  
ACN 649 504 218  
ABN 58 649 504 218**

---

**Annexure "D"  
ARITA Information Sheet  
Proposals without a Meeting**

---

## Information sheet: Proposals without meetings

You may be a creditor in a liquidation, voluntary administration or deed of company arrangement (collectively referred to as an external administration).

You have been asked by the liquidator, voluntary administrator or deed administrator (collectively referred to as an external administrator) to consider passing a proposal without a meeting.

This information sheet is to assist you with understanding what a proposal without a meeting is and what your rights as a creditor are.

### What is a proposal without a meeting?

Meetings of creditors were previously the only way that external administrators could obtain the views of the body of creditors. However, meetings can be very expensive to hold.

A proposal without a meeting is a cost effective way for the external administrator to obtain the consent of creditors to a particular course of action.

### What types of proposals can be put to creditors?

The external administrator is able to put a range of proposals to creditors by giving notice in writing to the creditors. There is a restriction under the law that each notice can only contain a single proposal. However, the external administrator can send more than one notice at any single time.

### What information must the notice contain?

The notice must:

- include a statement of the reasons for the proposal and the likely impact it will have on creditors if it is passed
- invite the creditor to either:
  - vote yes or no to the proposal, or
  - object to the proposal being resolved without a meeting, and
- specify a period of at least 15 business days for replies to be received by the external administrator.

If you wish to vote or object, you will also need to lodge a Proof of Debt (POD) to substantiate your claim in the external administration. The external administrator will provide you with a POD to complete. You should ensure that you also provide documentation to support your claim.

If you have already lodged a POD in this external administration, you do not need to lodge another one.

The external administrator must also provide you with enough information for you to be able to make an informed decision on how to cast your vote on the proposal. With some types of proposals, the law or ARITA's Code of Professional Practice sets requirements for the information that you must be provided.

For example, if the external administrator is asking you to approve remuneration, you will be provided with a Remuneration Approval Report, which will provide you with detailed information about how the external administrator's remuneration for undertaking the external administration has been calculated.

### What are your options if you are asked to vote on a proposal without a meeting?

You can choose to vote yes, no or object to the proposal being resolved without a meeting.

### How is a resolution passed?

A resolution will be passed if more than 50% in number and 50% in value (of those creditors who did vote) voted in favour of the proposal, but only so long as not more than 25% in value objected to the proposal being resolved without a meeting.

### What happens if the proposal doesn't pass?

If the proposal doesn't pass and an objection is not received, the external administrator can choose to amend the proposal and ask creditors to consider it again or the external administrator can choose to hold a meeting of creditors to consider the proposal.

The external administrator may also be able to go to Court to seek approval.

### What happens if I object to the proposal being resolved without a meeting?

If more than 25% in value of creditors responding to the proposal object to the proposal being resolved without a meeting, the proposal will not pass even if the required majority vote yes. The external administrator will also be unable to put the proposal to creditors again without a meeting.

You should be aware that if you choose to object, there will be additional costs associated with convening a meeting of creditors or the external administrator seeking the approval of the Court. This cost will normally be paid from the available assets in the external administration.

This is an important power and you should ensure that it is used appropriately.

### Where can I get more information?

The Australian Restructuring Insolvency and Turnaround Association (ARITA) provides information to assist creditors with understanding external administrations and insolvency.

This information is available from ARITA's website at [artia.com.au/creditors](http://artia.com.au/creditors).

ASIC also provides information sheets on a range of insolvency topics. These information sheets can be accessed on ASIC's website at [asic.gov.au](http://asic.gov.au) (search for "insolvency information sheets").

**For more information, go to [www.arita.com.au/creditors](http://www.arita.com.au/creditors).  
Specific queries should be directed to the external administrator's office.**

---

The logo for BRI Ferrier features the company name in white, bold, sans-serif font on a dark grey rectangular background. A green triangle is positioned at the bottom right corner of the grey rectangle.

**BRI Ferrier**

---

**Bell Care Services Pty Limited  
(In Liquidation)  
ACN 649 504 218  
ABN 58 649 504 218**

---

**Annexure "E"  
Initial Remuneration Notice**

---

## INITIAL REMUNERATION NOTICE

Insolvency Practice Schedule (Corporations) 70-50  
Insolvency Practice Rules (Corporations) 70-35

Date: 5 March 2025

**Bell Care Services (In Liquidation)**  
**ACN 649 504 218 ("the Company")**

The purpose of the Initial Remuneration Notice is to provide you with information about how my remuneration for undertaking the Liquidation will be set.

### A REMUNERATION METHOD

There are four methods for calculation of remuneration that can be used to calculate the remuneration of an Insolvency Practitioner. They are:

▲ Time-based / hourly rates or "Time Cost"

This is the most common method. It provides for remuneration to be charged at an hourly rate for each person working on the matter. The hourly rate charged will reflect the level of experience each person has.

▲ Fixed Fee

The total remuneration for the administration is quoted at commencement of the appointment and is the total charge for the administration. Sometimes a practitioner will finalise an administration for a fixed fee.

▲ Percentage

The remuneration for the appointment is based on a percentage of a particular variable, such as the gross proceeds of asset realisations.

▲ Contingency

The total remuneration for the matter is structured to be contingent on a particular outcome being achieved.

### B METHOD CHOSEN

Given the nature of this administration, I propose that my remuneration be calculated on the time-based / hourly rates method. In my opinion, this is the fairest method for the following reasons:

- ▲ I will only be paid for work done, subject to sufficient realisations of the Company assets.
- ▲ It ensures creditors are only charged for work that is performed. My time is recorded and charged in six-minute increments and staff are allocated to duties according to their relevant experience and qualifications.

- ▲ I am required to perform a number of tasks which do not relate to the realisation of assets, including responding to creditor enquiries, reporting to the ASIC, and distributing funds in accordance with the provisions of the Corporations Act 2001.

I am unable to advise with certainty the total amount of fees necessary to complete all tasks required in this administration. BRI Ferrier reviews its hourly rates every twelve months. The hourly rates quoted below remain current until further notice. At this time BRI Ferrier may increase the hourly rates charged for work performed past that date. If hourly rates are increased, I will seek approval from creditors.

## C EXPLANATION OF HOURLY RATES

The rates applicable are set out in the table on the following page together with a general guide to the qualifications and experience of staff engaged in administration and the role they undertake in the administration. The hourly rates charged encompass the total cost of providing professional services and are not comparable to an hourly wage rate.

Title	Description	Hourly Rate (ex GST) 1 July 24
Appointee / Principal	Senior member of the firm. May be a Registered Liquidator and/or Registered Trustee. A senior accountant with over 10 years' experience who brings specialist skills and experience to the appointment. Leads staff carrying out appointments.	\$750
Director	An accountant with more than 10 years' experience. May be a Liquidator. Fully qualified and able to control all aspects of an appointment. May have specialist industry knowledge or skills. Assists with all facets of appointment.	\$670
Senior Manager	An accountant with more than 7 years' experience. Qualified and answerable to the Team Leader. Self-sufficient in completing and planning all aspects of large appointments.	\$620
Manager	An accountant with at least 6 years' experience. Typically qualified with well-developed technical and commercial skills. Controls and plans all aspects of medium to larger appointments, reporting to the Team Leader.	\$580
Supervisor	An accountant with more than 4 years' experience. Typically qualified with sound knowledge of insolvency principles and developing commercial skill. Assists to plan and control specific tasks on medium to larger appointments. Often undertaking post qualification study specialising in Insolvency and Reconstruction.	\$510
Senior 1	An accountant with more than 2 years' experience. Typically a graduate undertaking study leading to professional qualification as a Chartered Accountant or CPA. Able to complete work on appointments with limited supervision.	\$450
Senior 2	An accountant with less than 2 years' experience. Typically a graduate who has commenced study leading to professional qualifications. Able to complete many tasks on medium to large appointments under supervision.	\$400
Intermediate 1	An accountant with less than 2 years' experience. Typically a graduate and commencing study for qualifications. Able to complete multiple tasks on smaller to medium appointments under supervision.	\$350
Intermediate 2	An accountant with less than 1 year's experience. A trainee undertaking degree with an accountancy major. Assists in the appointment under supervision.	\$300

Senior Administration	Appropriately skilled and undertakes support activities including but not limited to treasury, word processing and other administrative, clerical and secretarial tasks.	\$300
Junior Administration	Appropriately skilled and undertakes support activities including but not limited to treasury, word processing and other administrative, clerical and secretarial tasks.	\$200

## D ESTIMATE OF COST

I estimate that this administration may cost up to \$40,000.00 (plus GST) to complete.

The above cost is subject to the following variables, which may have a significant effect on this estimate and that I am unable to determine until I have progressed further in the administration:

- Information provided to me before appointment about the Company's assets, its liabilities and its trading performance is substantially accurate;
- The records of the Company are made available in a form permitting examination and investigation;
- All property of the Company is surrendered to me upon appointment;
- All relevant officers comply with their statutory duties to provide information about the Company's affairs;
- The legal matters currently on foot are settled in a short period of time or are stayed permanently;
- No appointment is made by a secured creditor; and
- There is no dispute in respect of any priority and/or secured creditor claims.

This estimate is based on the information available to date. Should any of the above circumstances change, I believe that costs will likely increase from my estimate above.

## E DISBURSEMENTS

Disbursements are divided into three types:

- Externally provided professional services - these are recovered at cost. An example of an externally provided service disbursement is legal fees.
- Externally provided non-professional costs such as travel, accommodation and search fees. These are recovered at cost.
- Internal disbursements such as photocopying, printing and postage. These disbursements, if charged to the Administration, would generally be charged at cost; though some expenses such as telephone calls, photocopying and printing may be charged at a rate which recoups both variable and fixed costs. The recovery of these costs must be on a reasonable commercial basis.

I am not required to seek creditor approval for disbursements paid to third parties but must account to creditors. However, I must be satisfied that these disbursements are appropriate, justified and reasonable.

I am required to obtain creditor's consent for the payment of internal disbursements. Creditors will be asked to approve my internal disbursements prior to these disbursements being paid from the administration.

Details of the basis of recovering disbursements in this administration are provided below.

<b>Disbursement Type</b>	<b>Rate (excl GST)</b>
Externally provided professional services	At cost
Externally provided non-professional costs	At cost
Internal disbursements	
ASIC Charges for Appointments and Notifiable Events	At cost
Faxes and Photocopying	\$0.25 per page
Postage	At cost
Staff vehicle use	In accordance with ATO mileage allowances

---

The logo for BRI Ferrier, featuring the text "BRI Ferrier" in white on a dark grey background, with a green triangle pointing upwards and to the right.

---

**Bell Care Services Pty Limited  
(In Liquidation)  
ACN 649 504 218  
ABN 58 649 504 218**

---

**Annexure "F"  
Remuneration Report**

---

# Remuneration Approval Report

## **Bell Care Services Pty Limited (In Liquidation)**

**ACN 649 504 218  
ABN 58 649 504 218  
("the Company")**

14 March 2025

Peter Krejci  
Liquidator

Novabrif Pty Ltd ABN 61 643 013 610  
Level 26, 25 Bligh Street, Sydney NSW 2000  
GPO Box 7079, Sydney NSW 2001  
Phone (02) 8263 2333  
Email: [info@brifnsw.com.au](mailto:info@brifnsw.com.au)  
Website: [www.briferrier.com.au](http://www.briferrier.com.au)



TABLE OF CONTENTS

- 1. EXECUTIVE SUMMARY ..... 3
- 2. DECLARATION ..... 3
- 3. REMUNERATION SOUGHT ..... 3
- 4. DISBURSEMENT SOUGHT ..... 4
- 5. LIKELY IMPACT ON DIVIDENDS..... 4
- 6. QUERIES & INFORMATION SHEET ..... 4
- 7. ATTACHMENTS ..... 5
- SCHEDULE A – DETAILS OF WORK..... 6
- SCHEDULE B – TIME SPENT BY STAFF ON MAJOR TASKS (COMPLETED WORK) .....11
- SCHEDULE C – RESOLUTIONS..... 12
- SCHEDULE D – DISBURSEMENTS.....13

## 1. EXECUTIVE SUMMARY

I am asking creditors to approve my remuneration of \$40,000.00 (excl. GST) and disbursements of \$1,000.00.

Details of remuneration and disbursements can be found in section 3 and 4 of this report.

I am asking creditors to approve my remuneration via proposals without a meeting.

I estimate the total cost of this Liquidation will be approximately \$40,000.00 (excl. GST).

## 2. DECLARATION

I have undertaken an assessment of this remuneration and disbursement claim in accordance with the law and applicable professional standards. I am satisfied that the remuneration and disbursements claimed are necessary and proper.

I have reviewed the work in progress report for the Liquidation to ensure that remuneration is only being claimed for necessary and proper work performed and no adjustment was necessary.

## 3. REMUNERATION SOUGHT

The remuneration I am asking creditors to approve is as follows:

For	Period	Amount \$ (excl. GST)	Rates	When it will be drawn
Completed Work	28 February 2025 to 12 March 2025	\$8,411.00	Provided in my Initial Remuneration Notice dated 14 March 2025	It will be drawn when funds are available.
Future Work	13 March 2025 to Conclusion	\$31,589.00	Provided in my Initial Remuneration Notice dated 14 March 2025	It will be drawn when funds are available and it is incurred.
TOTAL		\$40,000.00 (excl. GST)		

Details of the work already completed for the period 28 February 2025 to 12 March 2025 and future work that I intend to complete are included at Schedule A.

Schedule B includes a breakdown of time spent by staff members on each major task for completed work.

Actual resolutions to be put to creditors by way of a proposal are included at Schedule C and D for your information. These resolutions also appear in the proposal without a meeting form provided to you.

#### 4. DISBURSEMENT SOUGHT

I am not required to seek creditor approval for costs paid to third parties or where I am recovering a cost incurred on behalf of the external administration, but I must provide details to creditors. I have not paid any such costs to date.

I am required to obtain creditor's consent for the payment of a disbursement where I, or a related entity of myself, may directly or indirectly obtain a profit.

The disbursements I would like creditors to approve is as follows:

For	Period	Amount \$ (excl. GST)
Disbursements to be capped amount	28 February 2025 to Conclusion	\$1,000.00

Details of the disbursements incurred, and future disbursements are included at Schedule D. Actual resolutions to be put to the meeting are also included at Schedule D. These resolutions also appear in the proposal without a meeting form provided to you.

#### 5. LIKELY IMPACT ON DIVIDENDS

The Corporations Act sets the order of payment of claims against the Company, and it provides for remuneration of the Liquidator to be paid in priority to other claims. This ensures that when there are sufficient funds, the Liquidator receives payment for the work done to recover assets, investigate the Company's affairs, report to creditors and ASIC and distribute any available funds. Even if creditors approve my remuneration, this does not guarantee that I will be paid, as I am only paid if sufficient assets are recovered.

Any dividend to creditors will also be impacted by the amount of assets that I am able to recover, and the amount of creditor claims that are admitted to participate in any dividend, including any claims by priority creditors such as employees.

I am unable to provide a dividend estimate of any certainty at this stage of the Liquidation. If I do declare a dividend, any creditor whose claim has not yet been admitted will be contacted and asked to submit a proof of debt.

#### 6. QUERIES & INFORMATION SHEET

If you have any queries in relation to the information in this report, please contact my office.

You can also access information which may assist you on the following websites:

- ARITA at [www.arita.com.au/creditors](http://www.arita.com.au/creditors)
- ASIC at <http://www.asic.gov.au> (search for INFO 85).

Further supporting documentation for my remuneration claim can be provided to creditors on request.

## 7. ATTACHMENTS

Schedule A – Details of work

Schedule B – Time spent by staff on each major task

Schedule C – Resolutions

Schedule D – Disbursements

## SCHEDULE A – DETAILS OF WORK

<b>Company</b>	Bell Care Services Pty Limited (In Liquidation)	<b>Period From</b>	28 February 2025	<b>To</b>	Conclusion
<b>Practitioner</b>	Peter Krejci	<b>Firm</b>	BRI Ferrier		
<b>Administration Type</b>	Court Liquidation				

	Tasks	
	Work already completed (excl. GST)	Future work (excl. GST)
<b>Period</b>	<b>28 February 2025 to 12 March 2025</b>	<b>13 March 2025 to Conclusion</b>
<b>Amount (excl. GST)</b>	<b>\$8,411.00</b>	<b>\$31,589.00</b>

Task Area	General Description		
<b>Creditors</b>		<b>2.7 hours</b> <b>\$930.00</b>	<b>\$7,897.25</b>
	Creditor Enquiries		Receive and respond to creditor enquiries Review and prepare correspondence to creditors and their representatives by email and post Compiling information requested by creditors Maintaining creditor request log
	Creditor Reports	Preparing Initial Report to Creditors Preparing annexures to Initial Report to Creditors	Finalising Initial Report to Creditors Preparing Statutory Report by Liquidator Preparing annexures to Statutory Report Complete and Issue Statutory Report to Creditors Prepare further reports to creditors, if necessary
	Dealing with proofs of debt	Review and file PODs when not related to a dividend	Receipting and filing POD when not related to a dividend Corresponding with OSR and ATO regarding POD when not related to a dividend

Task Area	General Description		
	<p>Proposal to Creditors</p>		<p>Preparing proposal notices and voting forms</p> <p>Reviewing votes and determining outcome of proposal</p> <p>Preparation and lodgement of proposal outcome with ASIC</p>
Investigation		<p><b>15.7 hours</b> <b>\$5,115.00</b></p>	<p><b>\$9,476.70</b></p>
	<p>Conducting Investigation</p>	<p>Preparing and issuing day one correspondence</p> <p>Preparing and issuing letters to Director regarding his obligations, ROCAP and requesting delivery of the Company's books and records</p> <p>Liaising with Director regarding background of the Company's financial position</p> <p>Conducting and summarising statutory searches</p> <p>Conduct relevant search to identify intellectual property held by the Company</p> <p>Conduct directorship search and NSW land title search on the Company and the Director</p> <p>Liaising with Director regarding Company records and specific queries</p>	<p>Collection of Company books and records</p> <p>Correspondence with ASIC to receive assistance in obtaining reconstruction of financial statements, Company's books and records and Report on Company Affairs and Property</p> <p>Reviewing Company's books and records</p> <p>Further investigations to identify potential voidable transactions and consider potential recovery actions to be taken</p> <p>Conducting further investigations with respect to solvency position of the Company and considering whether any potential insolvent trading claim exists</p> <p>Liaising with Director regarding certain transactions</p> <p>Preparation of investigation file</p> <p>Lodgement of investigation with the ASIC</p> <p>Preparation and lodgement of supplementary report if required</p>

Task Area	General Description		
	Litigation/Recoveries		Correspondence with solicitors regarding potential claims Attending to negotiations
	ASIC reporting		Preparing statutory investigation reports Liaising with ASIC
<b>Administration</b>		<b>6.8 hours \$2,366.00</b>	<b>\$6,317.80</b>
	ASIC Forms and lodgements	Preparing and lodging ASIC forms including 505 Preparing and lodging ASIC advert regarding notice of appointment	Preparing and lodging ASIC forms including 507, 5601, 5602, 5022 and 5603 Correspondence with ASIC regarding statutory forms
	Books and records/storage		Dealing with books and records
	Correspondence	Correspondence with petitioning creditor's solicitor re appointment	General correspondence with stakeholders
	Document maintenance/file review/checklist	Filing of documents File review Updating checklists	Filing of documents File review Updating checklists
	Bank account administration	Preparing correspondence opening accounts Preparing receipts and payment vouchers	Preparing correspondence closing accounts Bank account reconciliations Prepare receipts and payment vouchers
	Insurance	Prepare initial correspondence with insurer regarding insurance requirements	Correspondence with Insurance broker regarding ongoing insurance requirements
	ATO and other statutory reporting	Prepare ATO incap form and notification of appointment	Liaising with ATO regarding request for documents Preparing BAS
	Planning / Review	Discussions regarding status of administration	Discussions regarding status of administration
	Finalisation		Notifying ATO of finalisation Cancelling ABN / GST / PAYG registration Completing checklists Finalising WIP
<b>Assets</b>		<b>0.0 hours \$0.00</b>	<b>\$4,738.35</b>
	Plant and Equipment		Liaising with valuers, auctioneers and interested parties

Task Area	General Description		
			Reviewing asset listings
	Bank Accounts		Correspondence with banks Requesting further information regarding the bank statements and account details
	Other Assets		Conducting unclaimed money search Tasks associated with realising other assets
	Debtors		Correspondence with debtors Reviewing and assessing debtors' ledgers Liaising with solicitors
<b>Employees</b>		<b>0.0 hours</b> <b>\$0.00</b>	<b>\$3,158.90</b>
	Employees enquiries		Receive and follow up employee enquiries via telephone Maintain employee enquiry register Review and prepare correspondence to creditors and their representatives via facsimile, email and post Preparation of letters to employees advising of their entitlements and options available Receive and prepare correspondence in response to employee's objections to leave entitlements
	FEG		Correspondence with FEG Preparing notification spreadsheet Preparing FEG quotations Completing FEG questionnaires
	Calculation of entitlements		Calculating employee entitlements Reviewing employee files and Company's books and records Reconciling superannuation accounts

Task Area	General Description		
			Reviewing awards Liaising with solicitors regarding entitlements
	Employee dividend		Correspondence with employees regarding dividend Correspondence with ATO regarding SGC proof of debt Calculating dividend rate Preparing dividend file Advertising dividend notice Preparing distribution Receipting POD Adjudicating POD Ensuring PAYG is remitted to ATO
	Workers compensation claims		Review insurance policies Receipt of claim Liaising with claimant Liaising with insurers and solicitors regarding claims Identification of potential issues requiring attention of insurance specialists Correspondence with insurer regarding initial and ongoing workers compensation insurance requirements Correspondence with previous brokers

SCHEDULE B – TIME SPENT BY STAFF ON MAJOR TASKS (COMPLETED WORK)

**Bell Care Services Pty Limited (In Liquidation)**  
**ACN: 649 504 218**  
**For the period 28 February 2025 to 12 March 2025**

Staff Classification	Name	Hourly Rate (\$, ex GST)	Administration		Creditors		Investigation		Total	
			Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$
Principal	David Cocker	750.00	0.1	75.00			0.1	75.00	0.2	150.00
Supervisor	Ashleigh Roche	510.00	1.1	561.00					1.1	561.00
Senior 1	Joshua Coorey	450.00	0.2	90.00	0.8	360.00	2.4	1,080.00	3.4	1,530.00
Senior 2	Sushma Mandira	400.00	0.2	80.00					0.2	80.00
Senior Administrator	Andrea Moulikova	300.00	4.0	1,200.00			0.7	210.00	4.7	1,410.00
Intermediate 2	Mustafa Kashif	300.00			1.7	510.00	12.5	3,750.00	14.2	4,260.00
Senior Administrator	Sarita Gurung	300.00	1.0	300.00					1.0	300.00
Intermediate 2	Zachary George	300.00	0.2	60.00	0.2	60.00			0.4	120.00
<b>Total</b>			<b>6.8</b>	<b>2,366.00</b>	<b>2.7</b>	<b>930.00</b>	<b>15.7</b>	<b>5,115.00</b>	<b>25.2</b>	<b>8,411.00</b>
									<b>GST</b>	<b>841.10</b>
									<b>Total (incl GST)</b>	<b>9,252.10</b>
<b>Average rate per hour</b>				<u><b>347.94</b></u>		<u><b>344.44</b></u>		<u><b>325.80</b></u>		<u><b>333.77</b></u>

## SCHEDULE C – RESOLUTIONS

I will be seeking approval of the following resolutions to approve my remuneration and disbursements. Details to support these resolutions are included in section 3 and 4 and in the attached Schedules.

### **Resolution 1: Liquidator’s Remuneration for the period 28 February 2025 to 12 March 2025**

*“That the remuneration of the Liquidator, his partners and staff for the period 28 February 2025 to 12 March 2025, be calculated on a time basis in accordance with the rates of charge annexed to the Liquidator’s Initial Report to Creditors dated 14 March 2025, be fixed and approved at \$8,411.00 (excl. GST), and that the Liquidator be authorised to draw that amount as required.”*

### **Resolution 2: Liquidator’s Remuneration for the period 13 March 2025 to Conclusion**

*“That the remuneration of the Liquidator, his partners and staff for the period 13 March 2025 to the conclusion of the Liquidation, be calculated on a time basis in accordance with the rates of charge annexed to the Liquidator’s Initial Report to Creditors dated 14 March 2025 and approved to an interim cap of \$31,589.00 (excl. GST) and that the Liquidator be authorised to draw that amount as and when incurred.”*

### **Resolution 3: Liquidator’s Internal Disbursements for the period 28 February 2025 to Conclusion**

*“That the Liquidator be allowed internal disbursements for the period 28 February 2025 to the conclusion of the Liquidation not previously approved at the rates of charge annexed to the Liquidator’s Initial Report to Creditors dated 14 March 2025, up to an amount of \$1,000.00 (excl. GST) and that the Liquidator be authorised to draw that amount as accrued.”*

### **Resolution 4: Early Destruction of Books and Records**

*“That subject to the consent of the Australian Securities & Investment Commission, the Liquidator be approved to destroy the books and records of the Company at any time after the dissolution of the Company.”*

## SCHEDULE D – DISBURSEMENTS

Disbursements are divided into three types:

- Externally provided professional services - these are recovered at cost. An example of an externally provided service disbursement is legal fees.
- Externally provided non-professional costs such as travel, accommodation, and search fees. These are recovered at cost.
- Internal disbursements such as photocopying, printing and postage. These disbursements, if charged to the Administration, would generally charge at cost; though some expenses such as telephone calls, photocopying and printing may be charged at a rate which recoups both variable and fixed costs. The recovery of these costs must be on a reasonable commercial basis.

I advise that to date, I have not paid any disbursements incurred during this Liquidation by my Firm.

I am not obliged to seek creditor approval for disbursements paid to third parties, but must account to creditors, this includes providing details of the basis of charging for these types of disbursements to creditors as part of the Remuneration Approval Report.

I am required to seek creditor approval for internal disbursements where there could be a profit or advantage. Accordingly, I will be seeking approval from creditors for **Resolution 3**, of which details are provided in **Schedule C** of this Remuneration Approval Report.

Future disbursements provided by my Firm will be charged to the administration on the following basis:

Disbursement Type	Rate (excl GST)
Externally provided professional services	At cost
Externally provided non-professional costs	At cost
Internal disbursements	
ASIC Charges for Appointments and Notifiable Events	At cost
Faxes and Photocopying	\$0.25 per page
Postage	At cost
Staff vehicle use	In accordance with ATO mileage allowances



**Bell Care Services Pty Limited  
(In Liquidation)  
ACN 649 504 218  
ABN 58 649 504 218**

---

**Annexure "G"  
Proposals without Meeting Forms**

---

---

**NOTICE OF PROPOSAL TO CREDITORS**

**Dated: 14 March 2025**

**Voting Poll Closes: 4 April 2025**

---

**BELL CARE SERVICES PTY LIMITED (IN LIQUIDATION)  
ACN 649 504 218  
("the Company")**

**Proposal No. 1 for creditor approval**

*"That the remuneration of the Liquidator, his partners and staff for the period 28 February 2025 to 12 March 2025, be calculated on a time basis in accordance with the rates of charge annexed to the Liquidator's Initial Report to Creditors dated 14 March 2025, be fixed and approved at \$8,411.00 (excl. GST), and that the Liquidator be authorised to draw that amount as required."*

**Reasons for the proposal and the likely impact it will have on creditors if it is passed**

- A Liquidator is entitled to be fairly remunerated for undertaking statutory and other duties, including reporting obligations in acting as a liquidator.
- I am unable to pay my remuneration without the approval of the Committee of Inspection (if one has been appointed), Creditors, or the Court.
- Approval by Creditors is efficient and timely and is less costly than an application to the Court.
- Approval of my remuneration will allow me to progress further investigations in a timely manner to ensure the prospect of any dividends can be maximised.

**Vote on the Proposal No. 1**

Please select the appropriate Yes, No or Object box referred to below with a  to indicate your preferred position.

- Yes            I approve the proposal
- No              I do not approve the proposal
- Object          I object to the proposal being resolved without a meeting of creditors

For your vote to count, your claim against the Company must have been admitted for the purposes of voting by the Liquidator. Please select the option that applies:

- I have previously submitted a proof of debt form and supporting documents
- I have **enclosed** a proof of debt form and supporting documents with this proposal form

**Creditor details**

Name of creditor

Address

ABN (if applicable)

Contact number

Email address

I am **not** a related creditor of the Company

I am a related creditor of the Company\*

relationship: \_\_\_\_\_

\*eg Director, relative of Director, related company, beneficiary of a related trust.

**Name of creditor  
/authorised person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

---

For your vote to count, you **must complete** this document and return it together with any **supporting documents** by no later than close of business on **4 April 2025**, by email to Joshua Coorey at [jcoorey@brifnsw.com.au](mailto:jcoorey@brifnsw.com.au). Should you have any queries in relation to this matter, please contact Joshua Coorey on (02) 8263 2320.

BRI FERRIER  
Level 30  
Australia Square  
264 George Street  
Sydney NSW 2000

---

**NOTICE OF PROPOSAL TO CREDITORS**

**Dated: 14 March 2025**

**Voting Poll Closes: 4 April 2025**

---

**BELL CARE SERVICES PTY LIMITED (IN LIQUIDATION)**  
**ACN 649 504 218**  
**("the Company")**

**Proposal No. 2 for creditor approval**

*"That the remuneration of the Liquidator, his partners and staff for the period 13 March 2025 to the conclusion of the Liquidation, be calculated on a time basis in accordance with the rates of charge annexed to the Liquidator's Initial Report to Creditors dated 14 March 2025 and approved to an interim cap of \$31,589.00 (excl. GST) and that the Liquidator be authorised to draw that amount as and when incurred."*

**Reasons for the proposal and the likely impact it will have on creditors if it is passed**

- A Liquidator is entitled to be fairly remunerated for undertaking statutory and other duties, including reporting obligations in acting as a liquidator.
- I am unable to pay my remuneration without the approval of the Committee of Inspection (if one has been appointed), Creditors, or the Court.
- Approval by Creditors is efficient and timely and is less costly than an application to the Court.
- Approval of my remuneration will allow me to progress further investigations in a timely manner to ensure the prospect of any dividends can be maximised.

**Vote on the Proposal No. 2**

Please select the appropriate Yes, No or Object box referred to below with a  to indicate your preferred position.

- Yes            I approve the proposal
- No              I do not approve the proposal
- Object          I object to the proposal being resolved without a meeting of creditors

For your vote to count, your claim against the Company must have been admitted for the purposes of voting by the Liquidator. Please select the option that applies:

- I have previously submitted a proof of debt form and supporting documents
- I have **enclosed** a proof of debt form and supporting documents with this proposal form

**Creditor details**

Name of creditor

Address

ABN (if applicable)

Contact number

Email address

I am **not** a related creditor of the Company

I am a related creditor of the Company\*

relationship: \_\_\_\_\_

\*eg Director, relative of Director, related company, beneficiary of a related trust.

**Name of creditor  
/authorised person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

---

For your vote to count, you **must complete** this document and return it together with any **supporting documents** by no later than close of business on **4 April 2025**, by email to Joshua Coorey at [jcoorey@brifnsw.com.au](mailto:jcoorey@brifnsw.com.au). Should you have any queries in relation to this matter, please contact Joshua Coorey on (02) 8263 2320.

BRI FERRIER  
Level 30  
Australia Square  
264 George Street  
Sydney NSW 2000

---

**NOTICE OF PROPOSAL TO CREDITORS**

**Dated: 14 March 2025**

**Voting Poll Closes: 4 April 2025**

---

**BELL CARE SERVICES PTY LIMITED (IN LIQUIDATION)  
ACN 649 504 218  
("the Company")**

**Proposal No. 3 for creditor approval**

*"That the Liquidator be allowed internal disbursements for the period 28 February 2025 to the conclusion of the Liquidation not previously approved at the rates of charge annexed to the Liquidator's Initial Report to Creditors dated 14 March 2025, up to an amount of \$1,000.00 (excl. GST) and that the Liquidator be authorised to draw that amount as accrued."*

**Reasons for the proposal and the likely impact it will have on creditors if it is passed**

- A Liquidator is entitled to be fairly remunerated for undertaking statutory and other duties, including reporting obligations in acting as a liquidator.
- I am unable to pay my remuneration without the approval of the Committee of Inspection (if one has been appointed), Creditors, or the Court.
- Approval by Creditors is efficient and timely and is less costly than an application to the Court.
- Approval of my remuneration will allow me to progress further investigations in a timely manner to ensure the prospect of any dividends can be maximised.

**Vote on the Proposal No. 3**

Please select the appropriate Yes, No or Object box referred to below with a  to indicate your preferred position.

- Yes            I approve the proposal
- No              I do not approve the proposal
- Object          I object to the proposal being resolved without a meeting of creditors

For your vote to count, your claim against the Company must have been admitted for the purposes of voting by the Liquidator. Please select the option that applies:

- I have previously submitted a proof of debt form and supporting documents
- I have **enclosed** a proof of debt form and supporting documents with this proposal form

**Creditor details**

Name of creditor

Address

ABN (if applicable)

Contact number

Email address

I am **not** a related creditor of the Company

I am a related creditor of the Company\*

relationship: \_\_\_\_\_

\*eg Director, relative of Director, related company, beneficiary of a related trust.

**Name of creditor  
/authorised person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

---

For your vote to count, you **must complete** this document and return it together with any **supporting documents** by no later than close of business on **4 April 2025**, by email to Joshua Coorey at [jcoorey@brifnsw.com.au](mailto:jcoorey@brifnsw.com.au). Should you have any queries in relation to this matter, please contact Joshua Coorey on (02) 8263 2320.

BRI FERRIER  
Level 30  
Australia Square  
264 George Street  
Sydney NSW 2000

---

**NOTICE OF PROPOSAL TO CREDITORS**

**Dated: 14 March 2025**

**Voting Poll Closes: 4 April 2025**

---

**BELL CARE SERVICES PTY LIMITED (IN LIQUIDATION)  
ACN 649 504 218  
("the Company")**

**Proposal No. 4 for creditor approval**

*"That subject to the consent of the Australian Securities & Investment Commission, the Liquidator be approved to destroy the books and records of the Company at any time after the dissolution of the Company."*

**Reasons for the proposal and the likely impact it will have on creditors if it is passed**

- A Liquidator is entitled to be fairly remunerated for undertaking statutory and other duties, including reporting obligations in acting as a liquidator.
  - I am unable to pay my remuneration without the approval of the Committee of Inspection (if one has been appointed), Creditors, or the Court.
  - Approval by Creditors is efficient and timely and is less costly than an application to the Court.
  - Approval of my remuneration will allow me to progress further investigations in a timely manner to ensure the prospect of any dividends can be maximised.

**Vote on the Proposal No. 4**

Please select the appropriate Yes, No or Object box referred to below with a  to indicate your preferred position.

- Yes            I approve the proposal
- No              I do not approve the proposal
- Object          I object to the proposal being resolved without a meeting of creditors

For your vote to count, your claim against the Company must have been admitted for the purposes of voting by the Liquidator. Please select the option that applies:

- I have previously submitted a proof of debt form and supporting documents
- I have **enclosed** a proof of debt form and supporting documents with this proposal form

**Creditor details**

Name of creditor

Address

ABN (if applicable)

Contact number

Email address

I am **not** a related creditor of the Company

I am a related creditor of the Company\*

relationship: \_\_\_\_\_

\*eg Director, relative of Director, related company, beneficiary of a related trust.

**Name of creditor  
/authorised person:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

---

For your vote to count, you **must complete** this document and return it together with any **supporting documents** by no later than close of business on **4 April 2025**, by email to Joshua Coorey at [jcoorey@brifnsw.com.au](mailto:jcoorey@brifnsw.com.au). Should you have any queries in relation to this matter, please contact Joshua Coorey on (02) 8263 2320.

BRI FERRIER  
Level 30  
Australia Square  
264 George Street  
Sydney NSW 2000