

# AM10

## Notice of administrator's progress report



Companies House

THURSDAY



A18 \*A8530SBK\* #45  
09/05/2019  
COMPANIES HOUSE

### 1 Company details

Company number 0 7 3 6 7 8 7 0  
Company name in full Energy Innovations (UK) Limited

→ Filling in this form  
Please complete in typescript or in  
bold black capitals.

### 2 Administrator's name

Full forename(s) David  
Surname Kirk

### 3 Administrator's address

Building name/number Rural Enterprise Centre  
Street Vincent Carey Road  
Post town Rotherwas  
County/Region Hereford  
Postcode H R 2 6 F E  
Country

### 4 Administrator's name ①

Full forename(s)  
Surname

① Other administrator  
Use this section to tell us about  
another administrator.

### 5 Administrator's address ②

Building name/number  
Street  
Post town  
County/Region  
Postcode  
Country

② Other administrator  
Use this section to tell us about  
another administrator.

# AM10

## Notice of administrator's progress report

### 6 Period of progress report

From date	d	d	m	m	y	y	y	y
	0	9	1	0	2	0	1	8
To date	d	d	m	m	y	y	y	y
	0	8	0	4	2	0	1	9

### 7 Progress report

☒ I attach a copy of the progress report

### 8 Sign and date

Administrator's  
signature

Signature

X

*[Handwritten Signature]*

X

Signature date

d	d	m	m	y	y	y	y
0	2	0	5	2	0	1	9

# AM10

## Notice of administrator's progress report



### Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name Wendy George

Company name Kirks

Address Rural Enterprise Centre  
Vincent Carey Road

Post town Rotherwas

County/Region Hereford

Postcode H R 2 6 F E

Country

DX

Telephone 01432 373692



### Checklist

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.



### Important information

All information on this form will appear on the public record.



### Where to send

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ.  
DX 33050 Cardiff.



### Further information

For further information please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

This form is available in an alternative format. Please visit the forms page on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

**Energy Innovations (UK) Limited**  
**(In Administration)**  
**Administrator's Summary of Receipts & Payments**

Statement of Affairs £		From 09/10/2018 To 08/04/2019 £	From 09/10/2018 To 08/04/2019 £
	<b>SECURED ASSETS</b>		
Uncertain	Goodwill	NIL	NIL
		NIL	NIL
	<b>ASSET REALISATIONS</b>		
232,747.46	Book Debts	49,626.71	49,626.71
28,314.08	Cash at Bank	21,805.66	21,805.66
2,335.79	Cheques in Hand	2,335.79	2,335.79
Uncertain	Disputed Book Debts	NIL	NIL
Uncertain	Inter-Company Debt	NIL	NIL
Uncertain	Investments	200.00	200.00
	Miscellaneous Receipts	587.60	587.60
7,500.00	Motor Vehicles	4,500.00	4,500.00
21,500.00	Plant, Machinery, Fixtures & Eqpt	4,000.00	4,000.00
40,600.00	Stock	29,815.73	29,815.73
Uncertain	WIP	NIL	NIL
		112,871.49	112,871.49
	<b>COST OF REALISATIONS</b>		
	Administrator's Fees	55,000.00	55,000.00
	Agents/Valuers Fees	7,725.29	7,725.29
	Chattel Assets/Stock Expenses	584.00	584.00
	Clerical Expenses	783.00	783.00
	Insurance of Assets	1,728.01	1,728.01
	Licence Fees	470.00	470.00
	Other Property Expenses	325.00	325.00
	Pre-Appointment Costs	5,700.00	5,700.00
	Pre-Appointment Expenses	2,068.60	2,068.60
	Specific Bond	1,040.00	1,040.00
	Statutory Advertising	172.10	172.10
		(75,596.00)	(75,596.00)
	<b>PREFERENTIAL CREDITORS</b>		
(26,887.50)	Employee Arrears/Hol Pay	NIL	NIL
		NIL	NIL
	<b>UNSECURED CREDITORS</b>		
(33,190.38)	Consumers (25)	NIL	NIL
(103,361.92)	Director's Loan Account	NIL	NIL
(92,791.00)	Employees (25)	NIL	NIL
(67,531.15)	HM Revenue & Customs - PAYE/CIS	NIL	NIL
(141,359.57)	HM Revenue & Customs - VAT	NIL	NIL
(1,375,000.00)	Third Party Loans	NIL	NIL
(1,161,406.58)	Trade & Expense Creditors	NIL	NIL
		NIL	NIL
	<b>DISTRIBUTIONS</b>		
(1,000.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(2,669,530.77)</b>		<b>37,275.49</b>	<b>37,275.49</b>
	<b>REPRESENTED BY</b>		
	Bank 1 Current		30,917.04
	Office		(225.60)
	Vat Payable		(7,698.15)
	Vat Receivable		14,282.20
			<b>37,275.49</b>

**Energy Innovations (UK) Limited  
(In Administration)**

**The Administrator's Progress Report to 8 April 2019**

**David Kirk**

**Kirks**

**Rural Enterprise Centre, Vincent Carey Road, Rotherwas, Hereford, HR2 6FE**

**01432 373692**

**wendy@kirks.co.uk**

This report has been prepared for the sole purpose of updating the creditors for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.

David Kirk was appointed Administrator of Energy Innovations (UK) Limited on 9 October 2018. The affairs, business and property of the Company are managed by the Administrator. The Administrator acts as agent of the Company and contracts without personal liability.

## **Contents**

1. Executive Summary
2. The Progress of the Administration
3. Creditors: Claims and Distributions
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5. The Administrator's Fees and Expenses
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- I. Statutory Information and Definitions
- II. The Administrator's Receipts and Payments Account
- III. The Administrator's Time Costs
- IV. Charge-out Rates
- V. Details of Work Undertaken
- VI. Proof of Debt Form

## 1. EXECUTIVE SUMMARY

This report describes the progress since the commencement of the Administration ("the Review Period").

A summary of key information in this report is detailed below:

### Asset realisations

Asset	Estimated to realise per Statement of Affairs £	Realisations to date £	Anticipated future realisations £	Total anticipated realisations £
Goodwill	Uncertain	Nil	Nil	Nil
Plant, Machinery, Fixtures & Eqpt	21,500.00	4,000.00	Nil	4,000.00
Motor Vehicles	7,500.00	4,500.00	Nil	4,500.00
Stock	40,600.00	29,815.73	Nil	29,815.73
Work In Progress	Uncertain	Nil	Uncertain	Uncertain
Book Debts	232,747.46	49,626.71	Uncertain	Uncertain
Disputed Book Debts	Uncertain	Nil	Uncertain	Uncertain
Inter-Company Debt	Uncertain	Nil	Nil	Nil
Cash at Bank	28,314.08	21,805.66	100.00	21,905.66
Investments	Uncertain	200.00	Nil	200.00
Cheques in Hand	2,335.79	2,335.79	Nil	2,335.79
Miscellaneous Receipts		587.60	Nil	587.60

### Expenses

Expense	Estimated per Proposals £	Expense incurred to date £	Anticipated further expense to closure £	Total anticipated expense £
Specific Bond	1,040.00	1,040.00	Nil	1,040.00
Pre-Appointment Costs	5,700.00	5,700.00	Nil	5,700.00
Pre-Appointment Expenses	2,068.60	2,068.60	Nil	2,068.60
Administrator's Fees	120,592.00	84,552.00	36,040.00	120,592.00
Agents/Valuers Fees	10,350.72	7,725.29	Nil	7,725.29
Chattel Assets/Stock Expenses	1,084.00	584.00	Nil	584.00
Licence Fees	2,094.00	470.00	658.00	1,128.00
Clerical Expenses	1,183.00	783.00	500.00	1,283.00
Statutory Advertising	84.60	172.10	Nil	172.10
Other Property Expenses	2,400.00	325.00	5,000.00	5,325.00
Insurance of Assets	2,000.00	1,728.01	Nil	1,728.01
Solicitors' Fees	20,000.00	500.00	19,500.00	20,000.00

### Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Preferential creditors	Nil	Uncertain
Unsecured creditors	Nil	Uncertain

## **2. THE PROGRESS OF THE ADMINISTRATION**

### **The Administrator's receipts and payments account**

Attached at Appendix II is a receipts and payments account for the Review Period.

The remainder of this report describes the key developments in the Administration over the Review Period. For a detailed list of work undertaken by the Administrator as a whole, see Appendix V.

In this section, I have summarised the main asset realisations during the Review Period and an estimation of those assets yet to be realised, together with details of the associated costs incurred but as yet remaining unpaid.

### **Administration and planning**

The Administrator has met a considerable number of statutory and regulatory obligations. Whilst many of these tasks have not had a direct benefit in enhancing realisations for the insolvent estate, they have assisted in the efficient and compliant progressing of the Administration, which has ensured that the Administrator and his staff have carried out their work to high professional standards.

During the Review Period, primarily these tasks have included:

- Informing all relevant persons of the commencement of the Administration, including filing statutory documents at Companies House and meeting statutory advertising requirements;
- Issuing the Administrator's Proposals, seeking relevant creditors' approvals and issuing notice of the outcome;
- Drafting and issuing the progress report to creditors;
- Consulting with and instructing staff and independent advisers as regards practical, technical and legal aspects of the case to ensure efficient progress;
- Maintaining case files, which must include records to show and explain the Administration and any decisions made by the Administrator that materially affect the Administration;
- Monitoring and maintaining an adequate statutory bond;
- Conducting periodic case reviews to ensure that the Administration is progressing efficiently, effectively and in line with the statutory requirements;
- Maintaining and updating the estate cash book and bank account, including regular bank reconciliations and processing receipts and payments; and
- Completing periodic tax returns.

### **Realisation of assets**

#### ***Sale of the Company's business and assets***

The Administrator instructed Jason Hall of Lambert Smith Hampton ("the Agents"), who are professional independent agents with adequate professional indemnity insurance, to assist with the disposal of the Company's assets using the most advantageous method available.



The Agents attended at the premises and undertook an initial valuation of assets. The Agents tested the market to establish if there was any interest in acquiring the business of the Company, including uploading the opportunity to their website, undertaking an e-shot and postal mailshot, together with Twitter and LinkedIn advertising. It quickly became clear that as the business had ceased trading, the interest in a business acquisition was limited.

The Agents received numerous enquiries and offers were received and accepted for various specific items and groups of stock and equipment. The amounts received in respect of the Company's chattel assets are detailed within the receipts and payments account at Appendix II.

### ***Sales to connected parties***

The following sales to a connected party have taken place:

#### ***Motor vehicles***

A party connected with the Company, Newchurch Farms Ltd ("NFL"), expressed an interest in purchasing the Company's vehicles. NFL is a connected party as the director of NFL is the Company director's father and the Company director is a shareholder of NFL.

NFL was invited to contact the Agents directly to progress the interest. The Agents weighed up the advantages of a swift sale, which would avoid the costs of collecting and further marketing of the vehicles, against the potential of attracting a better offer, albeit that this would involve incurring more costs. The Agents concluded that a private treaty sale was very likely to represent the best net realisation for the vehicles and therefore the Agents recommended to the Administrator that the offer be accepted.

Consequently, the Company's motor vehicles were sold to NFL on 29 November 2018 for £4,500.00 (exclusive of any VAT), which was received by the Agents in full on 29 November 2018.

It is not known if NFL sought or received any professional advice in respect of the transaction.

#### ***Flushing rig and remaining stock***

The Agents subsequently also received an expression of interest from NFL to purchase a particular piece of equipment, a flushing rig, for the sum of £500.00 (exclusive of any VAT), together with an expression of interest from NFL to purchase the remaining stock of the Company for the sum of £5,000.00 (exclusive of any VAT).

The Agents marketed the flushing rig for sale and received no other offers. The Agents concluded that a private treaty sale was very likely to represent the best net realisation and therefore the Agents recommend that the offer for the flushing rig be accepted.

The Agents had received various offers for individual items or groups of stock, however, the Agents concluded that a private treaty sale for all remaining stock would avoid the costs of identification, collection and marketing of individual items that may remain and therefore a private treaty sale was very likely to represent the best net realisation for the stock as a whole and therefore the Agents recommend that the offer be accepted.

Agreement of the sales to NFL was sanctioned by the creditors' committee and consequently the Company's flushing rig was sold to NFL for £500.00 (exclusive of any VAT), together with the remaining stock being sold for £5,000.00 (exclusive of any VAT). Such amounts were received by the Agents in full on 15 February 2019.

It is not known if NFL sought or received any professional advice in respect of the transactions.

#### ***Book debts and disputed book debts***

At the date of Administration, the Company's sales ledger was stated as £1,112,133.35. Invoices were subsequently raised in respect of works that had not previously been invoiced.

The sum of £646,638.42 related to disputed debtors and correspondence has been sent and received in respect of the same. The creditors' committee has sanctioned the instruction of Solicitors to assist with initial communications in this regard.

It was anticipated that approximately £232,747.46 would be realisable in respect of the remaining book debts. Following initial letters to 76 debtors, communications by either email, letter or telephone were received from 53 debtors. Several debtors advised that works were faulty or incomplete, some had not received the relevant documentation regarding their installation and some invoices related to annual service plans which would not be completed or goods which had not been delivered.

To date, 17 debtors have made payments totalling £49,626.71 and the sum of £15,296.03 has been written off either due to faulty or incomplete works or due to the outstanding invoice relating to a service plan that would not be honoured or goods that had not been delivered.

The book debt collection therefore remains on-going.

#### ***Work in progress***

At the date of Administration, there was an amount of £325,000.00 due in respect of work in progress.

This matter remains on-going, although communications have been received in this respect.

#### ***Inter-Company debt***

The sum of £158,182.41 was due to the Company by Eastern Heat & Power Ltd, a company that was placed in Liquidation in 2017. It is unlikely that a dividend will be paid to the unsecured creditors in this matter.

#### ***Cash at bank***

The sum of £47,250.14 was received from HSBC Bank plc, although of this the sum of £25,565.94 related to book debts that had been paid into the bank account subsequent to the commencement of the Administration.

The sum of £992.46 was received from Clydesdale Bank plc, with the sum of £871.00 relating to a book debt paid into the bank account subsequent to the date of Administration. Bank charges were applied to this bank account subsequent to the Administration and it is anticipated that these amounts will be refunded. This matter, therefore, remains on-going.

#### ***Investments***

The Company held 1,000 Ordinary £1 shares in Hillgreen Engineering Limited, a dormant company of which the Company's director is sole director. Following the Administration, the Administrator agreed a sale of these shares to Thomas R Corbett for a consideration of £200.00.

The Company holds 100 Ordinary £1 shares in Energy Innovations Service Limited and 100 Ordinary £1 shares in Energy Innovations Development Limited. Realisation of these shares is unlikely.

### ***Cheques in hand***

At the date of Administration, cheques for the total sum of £2,335.79 were held.

### ***Miscellaneous receipts***

Amounts have been received in respect of payment for the retrieval of data held by the Company, credit notes issued and DVLA refunds.

### **Costs incurred but remaining unpaid**

The following table summarises the costs incurred during the Review Period but which, as yet, remain unpaid:

Cost Description	Amount (£)
Licence Fees	188.00 plus VAT
Legal Fees	400.00 plus VAT
Property Expenses	4,200.00 plus VAT
Administrator's Fees	29,552.00 plus VAT
TOTAL	34,340.00 plus VAT

## **3. CREDITORS: CLAIMS AND DISTRIBUTIONS**

### **Secured creditors**

There are no secured creditors in this matter.

### **Preferential creditors**

The Administrator and his staff have incurred time costs in assisting employees to obtain payment from the Redundancy Payments Office.

Preferential claims, relating to unpaid holiday pay and wage arrears to a maximum of £800.00 per employee, were estimated at £26,887.50 in the Estimated Statement of Affairs.

It is uncertain whether there will be sufficient realisations to pay a dividend to preferential creditors.

### **Unsecured creditors**

Unsecured claims were estimated at £2,974,640.60 in the Estimated Statement of Affairs.

It is uncertain whether a dividend will be paid to unsecured creditors.

## **Claims process**

Due to the possible distribution to unsecured creditors, you are requested to submit claims to the address on the front of this report, marked for the attention of Wendy George.

A Proof of Debt form is attached at Appendix VI.

## **4. INVESTIGATIONS**

### **Investigations**

As part of the Administrator's statutory duties, an investigation into the conduct of the Company Director and former Directors was completed.

In this regard, a confidential report was submitted to The Insolvency Service on 7 January 2019.

### **Initial Assessment of Potential Recoveries**

As part of our duties as Administrator, we are obliged to review shortly after appointment all the information available to us and conduct an initial assessment of whether there are any matters which may lead to any recoveries for the benefit of creditors. This would typically include any potential claims which may be brought against parties either connected to or who have past dealings with the Company.

*This initial review has been completed and we are continuing our investigations in this respect.*

## **5. THE ADMINISTRATOR'S FEES AND EXPENSES**

### **Pre-Administration Costs**

Included within the Administrator's Proposals was a Statement of Pre-Administration Costs.

These costs were approved as detailed below:

Party instructed	Amount approved (£)	Date approved
Kirks' time costs	5,700.00	6 February 2019
Solicitor's costs	2,068.60	6 February 2019
<b>TOTAL APPROVED</b>	<b>£7,768.60</b>	

### **The Administrator's Fees**

The basis of the Administrator's fees was fixed on 6 February 2019 by the creditors' committee as follows:

By reference to the time properly given by the Administrator and his staff in attending to matters arising in the Administration, such time to be charged at the prevailing standard hourly charge out rates used by Kirks at the time when the work is performed.

A breakdown of the time costs incurred during the Review Period is provided at Appendix III and further information regarding the charge-out rates of the Administrator and his staff is provided at Appendix IV.

"A Creditors' Guide to Administrators' Remuneration" is available for download at [www.kirks.co.uk/guides](http://www.kirks.co.uk/guides). Should you require a paper copy, please send your request in writing to the Administrator at the address on the front of this report and this will be provided to you at no cost.

### Comparison of estimates

The Administrator's time costs incurred to date (whether or not they have been charged to the Administration estate) are compared with the original fees estimate as follows:

Work category	Original fees estimate			Actual time costs incurred during the Review Period		
	Number of hours	Blended hourly rate £ per hour	Total fees £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration & planning	98	271.86	26,642.00	61.8	299.22	18,491.50
Realisation of assets	98	298.16	29,220.00	74.9	295.58	22,139.00
Creditors	148	287.74	42,586.00	121.5	267.88	32,547.50
Investigations	37	304.16	11,254.00	6.4	303.75	1,944.00
Case specific matters	35	311.14	10,890.00	29.7	317.51	9,430.00

The expenses incurred to date are compared with the original expenses estimate as follows:

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
Legal costs	20,000.00	400.00	
Agents' and valuers' costs	10,350.72	7,725.29	
Statutory advertising	84.60	172.10	Advertisement of virtual meeting
Rent and property expenses	2,400.00	4,525.00	Retention of property as assets unsold
Chattel assets/stock expenses	1,084.00	584.00	
Bonding	1,040.00	1,040.00	
Licence fees	2,094.00	470.00	
Clerical expenses	1,183.00	783.00	
Insurance	2,000.00	1,728.01	
<b>TOTAL</b>	<b>40,236.32</b>	<b>17,427.40</b>	

Having regard for the costs that are likely to be incurred in bringing this Administration to a close, the Administrator considers that:

the original fees estimate is unlikely to be exceeded; and  
the original expenses estimate is unlikely to be exceeded.

### Creditors' right to request information

Any secured creditor, or unsecured creditor with the support of at least 5% in value of the unsecured creditors or with permission of the Court, may request in writing the Administrator to provide additional information regarding fees or expenses to that already supplied within this report. Such requests must be made within 21 days of receipt of this report.

### **Creditors' right to challenge fees and/or expenses**

Any secured creditor, or unsecured creditor with the support of at least 10% in value of the unsecured creditors or with permission of the Court, may apply to the Court for one or more orders, reducing the amount or the basis of fees which the Administrator is entitled to charge or otherwise challenging some or all of the expenses incurred.

Such applications must be made within 8 weeks of receipt by the applicant(s) of the progress report detailing the fees and/or expenses being complained of.

Please note that such challenges may not disturb fees or expenses (whether or not discharged from the estate) disclosed in prior progress reports.

### **6. CONCLUSION**

The Administration will continue in order to finalise the following outstanding matters:

- Collection of book debts, disputed book debts and work in progress
- Receipt of refund of bank charges

If you require any further information, please contact Wendy George.



**David Kirk**  
**Administrator**

David Kirk was appointed Administrator of Energy Innovations (UK) Limited on 9 October 2018. The affairs, business and property of the Company are managed by the Administrator. The Administrator acts as agent of the Company and contracts without personal liability.

**Energy Innovations (UK) Limited  
(In Administration)**

**STATUTORY INFORMATION**

Company Name	Energy Innovations (UK) Limited
Previous Names	011010 LTD
Proceedings	In Administration
Court	High Court of Justice, Business and Property Courts in Birmingham
Court Reference	8274 of 2018
Date of Appointment	9 October 2018
Administrator	David Kirk Kirks Rural Enterprise Centre, Vincent Carey Road, Rotherwas, Hereford, HR2 6FE
Registered office address	c/o Kirks Rural Enterprise Centre, Vincent Carey Road, Rotherwas, Hereford, HR2 6FE
Company Number	07367870
Appointment by	The Company

**DEFINITIONS**

The Act	Insolvency Act 1986
The Rules	Insolvency Rules 1986 or Insolvency (England & Wales) Rules 2016 (whichever applied at the time of the event)
The Administrator	David Kirk of Kirks
The Company	Energy Innovations (UK) Limited (in Administration)
The Court	High Court of Justice, Business and Property Courts in Birmingham
SIP	Statement of Insolvency Practice
Review Period	Period covered by the report from 9 October 2018 to 8 April 2019

**Energy Innovations (UK) Limited**  
**(In Administration)**

**THE ADMINISTRATOR’S RECEIPTS AND PAYMENTS ACCOUNT**



**Energy Innovations (UK) Limited**  
**(In Administration)**  
**Administrator's Summary of Receipts & Payments**  
**To 08/04/2019**

S of A £		£	£
	<b>SECURED ASSETS</b>		
Uncertain	Goodwill	NIL	NIL
	<b>ASSET REALISATIONS</b>		
21,500.00	Plant, Machinery, Fixtures & Eqpt	4,000.00	
7,500.00	Motor Vehicles	4,500.00	
40,600.00	Stock	29,815.73	
Uncertain	WIP	NIL	
232,747.46	Book Debts	49,626.71	
Uncertain	Disputed Book Debts	NIL	
Uncertain	Inter-Company Debt	NIL	
28,314.08	Cash at Bank	21,805.66	
Uncertain	Investments	200.00	
2,335.79	Cheques in Hand	2,335.79	
	Miscellaneous Receipts	587.60	
			112,871.49
	<b>COST OF REALISATIONS</b>		
	Specific Bond	1,040.00	
	Pre-Appointment Costs	5,700.00	
	Pre-Appointment Expenses	2,068.60	
	Administrator's Fees	55,000.00	
	Agents/Valuers Fees	7,725.29	
	Chattel Assets/Stock Expenses	584.00	
	Licence Fees	470.00	
	Clerical Expenses	783.00	
	Statutory Advertising	172.10	
	Other Property Expenses	325.00	
	Insurance of Assets	1,728.01	
			(75,596.00)
	<b>PREFERENTIAL CREDITORS</b>		
(26,887.50)	Employee Arrears/Hol Pay	NIL	NIL
	<b>UNSECURED CREDITORS</b>		
(1,161,406.58)	Trade & Expense Creditors	NIL	
(92,791.00)	Employees (25)	NIL	
(1,375,000.00)	Third Party Loans	NIL	
(103,361.92)	Director's Loan Account	NIL	
(141,359.57)	HM Revenue & Customs - VAT	NIL	
(67,531.15)	HM Revenue & Customs - PAYE/CIS	NIL	
(33,190.38)	Consumers (25)	NIL	
			NIL
	<b>DISTRIBUTIONS</b>		
(1,000.00)	Ordinary Shareholders	NIL	NIL
<b>(2,669,530.77)</b>			<b>37,275.49</b>

**Energy Innovations (UK) Limited**  
**(In Administration)**  
**Administrator's Summary of Receipts & Payments**  
**To 08/04/2019**

<b>S of A £</b>	<b>£</b>	<b>£</b>
REPRESENTED BY		
Vat Receivable		14,282.20
Bank 1 Current		30,917.04
Office		(225.60)
Vat Payable		(7,698.15)
		<b>37,275.49</b>

# Time Entry - Detailed SIP9 Time & Cost Summary

ENE119H - Energy Innovations (UK) Limited  
 From: 09/10/2018 To: 08/04/2019  
 Project Code: POST

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
700 : Formalities	0.30	46.00	0.00	2.90	49.20	14,247.50	289.58
701 : Strategy (incl Sales)	0.40	6.80	0.00	0.00	7.20	2,192.00	304.44
A1 : Admin & Planning	4.90	0.00	0.00	0.00	4.90	1,862.00	380.00
A5 : Statutory Returns	0.50	0.00	0.00	0.00	0.50	190.00	380.00
<b>Admin &amp; Planning</b>	<b>6.10</b>	<b>52.80</b>	<b>0.00</b>	<b>2.90</b>	<b>61.80</b>	<b>18,491.50</b>	<b>299.22</b>
600 : Case Specific	0.00	23.20	0.00	0.00	23.20	6,960.00	300.00
S1 : Meetings & Travel	6.50	0.00	0.00	0.00	6.50	2,470.00	380.00
<b>Case Specific Matters</b>	<b>6.50</b>	<b>23.20</b>	<b>0.00</b>	<b>0.00</b>	<b>29.70</b>	<b>9,430.00</b>	<b>317.51</b>
C1 : Statutory Reporting to Creditors	3.40	0.00	0.00	0.00	3.40	1,292.00	380.00
C2 : Correspondence	1.40	0.00	0.00	0.00	1.40	532.00	380.00
501 : Unsecured Creditors	0.10	46.60	0.00	17.60	64.30	16,042.00	249.49
502 : Employee Matters	0.00	12.60	0.00	2.20	14.80	4,033.00	272.50
503 : Committee Report & Meeting	0.20	8.60	0.00	0.00	8.80	2,656.00	301.82
504 : Statutory Reporting to Creditors	0.00	25.30	0.00	3.50	28.80	7,992.50	277.52
<b>Creditors</b>	<b>5.10</b>	<b>93.10</b>	<b>0.00</b>	<b>23.30</b>	<b>121.50</b>	<b>32,547.50</b>	<b>267.88</b>
201 : CDDA Reports	0.30	6.10	0.00	0.00	6.40	1,944.00	303.75
<b>Investigations</b>	<b>0.30</b>	<b>6.10</b>	<b>0.00</b>	<b>0.00</b>	<b>6.40</b>	<b>1,944.00</b>	<b>303.75</b>
300 : Ident / Securing & Insuring	0.00	4.70	0.00	0.00	4.70	1,410.00	300.00
301 : ROT	0.80	4.10	0.00	0.00	4.90	1,534.00	313.06
302 : Property	0.00	0.10	0.00	0.00	0.10	30.00	300.00
303 : Book Debts	0.00	37.60	0.00	3.00	40.60	11,625.00	286.33
304 : Plant & Machinery / Motor Vehicles	0.40	13.90	0.00	0.00	14.30	4,322.00	302.24
305 : Other Assets	0.10	8.70	0.00	0.00	8.80	2,648.00	300.91
R3 : Debt Collection	0.50	0.00	0.00	0.00	0.50	190.00	380.00
R4 : Property/business & asset sales	1.00	0.00	0.00	0.00	1.00	380.00	380.00
<b>Realisation of Assets</b>	<b>2.80</b>	<b>89.10</b>	<b>0.00</b>	<b>3.00</b>	<b>74.90</b>	<b>22,139.00</b>	<b>295.58</b>
<b>Total Hours</b>	<b>20.80</b>	<b>244.30</b>	<b>0.00</b>	<b>29.20</b>	<b>294.30</b>	<b>84,552.00</b>	<b>287.30</b>
<b>Total Fees Claimed</b>						<b>0.00</b>	

**Energy Innovations (UK) Limited**  
**(In Administration)**

**CHARGE-OUT RATES**

Current charge-out rates are detailed below:

<b>Staff</b>	<b>Charge-out rates £ per hour</b>
<i>Licensed Insolvency Practitioner/Director</i>	<b>380.00</b>
<i>Insolvency Practitioner/Senior Manager</i>	<b>300.00</b>
<i>Manager</i>	<b>225.00</b>
<i>Senior Administrator</i>	<b>180.00</b>
<i>Administrator</i>	<b>140.00</b>
<i>Secretarial/Administration support staff</i>	<b>115.00</b>

Please note that time-costs are calculated in units of 6 minutes and the charge-out rates are reviewed and increased periodically to accommodate inflationary or other changes.

**Energy Innovations (UK) Limited  
(In Administration)**

**DETAILS OF WORK UNDERTAKEN BY THE ADMINISTRATOR**

<b>General Description</b>	<b>Includes</b>
<b>Administration and Planning</b>	
Statutory/advertising	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements Communications with government departments
Document maintenance/file review/checklist	Filing of documents Periodic file reviews Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning/review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case Liaising with directors and other parties to progress the case Liaising with company's IT providers and associated support
Books and records/storage	Collection and making an inventory of company books and records Dealing with records in storage Sending case files to storage
Creditors' decisions	Collate and examine proofs and proxies/votes to establish decisions Consider objections received and requests for physical meeting or other decision procedure Responding to queries and questions following decisions Issuing notice of result of decision process
<b>Investigations</b>	
Statement of Insolvency Practice 2 ("SIP2") review	Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Review of specific transactions and liaising with director regarding certain transactions Liaising with the committee/creditors or major creditors about further action to be taken Preparing statutory investigation reports
Statutory reporting on conduct of directors	Submission of report to the Insolvency Service Liaising with the Insolvency Service Assisting the Insolvency Service with its investigations
<b>Realisation of Assets</b>	
Plant, machinery, fixtures, office furniture, equipment, motor vehicles and stock	Liaising with valuers, auctioneers and interested parties Reviewing asset listings and stock lists Liaising with/meeting on site parties engaged to deal with the company's IT equipment Receipt of funds

General Description	Includes
Debtors	Collecting supporting documentation Correspondence with debtors Reviewing and assessing debtors' ledgers and bank statements Liaising with director Liaising with solicitors Dealing with disputes, including communicating with director/former staff Dealing with write offs Receipt of funds
Work in progress ("WIP")	Reviewing and assessing costs to complete WIP Liaising with director Analysing the value in WIP Correspondence with customer
Other assets: Inter-company debt, cash at bank, investments, HMRC refunds and miscellaneous receipts	Liaising with director regarding inter-company debt Correspondence with Liquidator to pursue inter-company debt Correspondence with company's bankers Dealing with potential purchaser/customer Negotiating sale Collecting sales consideration Examining company records to support tax refunds Exchanges with government departments Receipt of funds
Retention of Title claims ("ROT")	Receive initial notification of creditor's intention to claim Provision of retention of title claim form to creditor Liaising with agents
Insurance	Identification of potential issues requiring attention of insurance specialists Correspondence with insurer regarding initial and ongoing insurance requirements Reviewing insurance policies Correspondence with previous brokers
<b>Case Specific Matters</b>	
Premises	Liaising with landlord Attendance on site Liaising with parties engaged to dismantle link erected between the property and hired portakabin
Chattel assets/third party assets	Liaising with lease/rental/hire companies Attendance on site for inspection/collection Liaising with parties engaged to remove vehicle accessories/trackers
Clerical assistance	Liaising with parties engaged to assist with bringing the company's sales invoices up to date Liaising with parties engaged to assist with retrieval of specific data and records
<b>Creditors</b>	
Creditor communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post Assisting employees to pursue claims via the RPO Corresponding with the pension provider
Creditor database	Maintain database of creditors' contact details Receipt of claims and supporting information
Creditors' reports	Preparing proposal and six monthly progress report
Creditors' decisions	Preparation of decision notices, proxies/voting forms
Creditors' Committee	Preparation and filing of documents to establish committee Communications and correspondence with committee members Preparation of agenda and meeting minutes

# PROOF OF DEBT - GENERAL FORM

**Energy Innovations (UK) Limited (in Administration)**

Date of Administration: 9 October 2018

DETAILS OF CLAIM		
1.	Name of Creditor (if a company, its registered name)	
2.	Address of Creditor (i.e. principal place of business)	
3.	If the Creditor is a registered company: <ul style="list-style-type: none"> <li>For UK companies: its registered number</li> <li>For other companies: the country or territory in which it is incorporated and the number if any under which it is registered</li> <li>The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act</li> </ul>	
4.	Total amount of claim, including any Value Added Tax, as at the date of administration, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25	£
5.	If the total amount above includes outstanding uncapitalised interest, please state	YES (£ ) / NO
6.	Particulars of how and when debt incurred	
7.	Particulars of any security held, the value of the security, and the date it was given	
8.	Details of any reservation of title in relation to goods to which the debt relates	
9.	Details of any document by reference to which the debt can be substantiated. [The administrator may call for any document or evidence to substantiate the claim at his discretion.]	
10.	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986	Category  Amount(s) claimed as preferential £
11.	If you wish any dividend payment that may be made to be paid in to your bank account please provide BACS details. Please be aware that if you change accounts it will be your responsibility to provide new information	Account No.: Account Name: Sort code:
AUTHENTICATION		
Signature of Creditor or person authorised to act on his behalf		
Name in BLOCK LETTERS		
Date		
If signed by someone other than the Creditor, state your postal address and authority for signing on behalf of the Creditor		
Are you the sole member of the Creditor?		YES / NO