

Administrator's progress report

Name of Company Four Seasons Control Holdings Limited	Company Number 05363917
In the High Court of Justice, Chancery Division, Companies Court (full name of court)	Court case number 9209 of 2013

(a) Insert full name(s) and address(es) of administrator(s)

We (a) Mr Robert John Moran of PricewaterhouseCoopers LLP, 7 More London, Riverside, London, SE1 2RT, Mr Toby Scott Underwood of PricewaterhouseCoopers LLP, Benson House, 33 Wellington Street, Leeds, LS1 4JP and Mr Robert Jonathan Hunt of PricewaterhouseCoopers LLP, Cornwall Court, 19 Cornwall Street, Birmingham, B3 2DT

Administrators of the above Company attach a progress report for the period

from

to

(b) 13 January 2014

(b) 12 July 2014

(b) Insert dates



Signed _____
Joint Administrator (IP No's 14410, 8597, 9270)

Dated 6 / 8 / 14

Contact Details:

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

Name Mr Neil Weldrick	
Address PricewaterhouseCoopers LLP Benson House, 33 Wellington Street Leeds LS1 4JP	
Tel 0113 289 4253	
DX Number	DX Exchange



A23 *A3DRKZRK* #3
07/08/2014
COMPANIES HOUSE

When you have completed and signed this form please send it to the Registrar of Companies at
Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

THURSDAY



**Joint Administrators' progress report for the period from 13
January 2014 to 12 July 2014**

Berkeley Environmental Services Limited
High Court of Justice, Chancery Division, Companies Court
Case No. 167 of 2014

CAE Realisations (2014) Limited
(formerly Critical Airflow Europe Limited)
High Court of Justice, Chancery Division, Companies Court
Case No. 168 of 2014

Four Seasons Control Holdings Limited
High Court of Justice, Chancery Division, Companies Court
Case No. 9209 of 2013

Four Seasons Installation Limited
High Court of Justice, Chancery Division, Companies Court
Case No. 9212 of 2013

Four Seasons Maintenance Limited
High Court of Justice, Chancery Division, Companies Court
Case No. 9213 of 2013

HM Air Cooling Limited
High Court of Justice, Chancery Division, Companies Court
Case No. 161 of 2014

JCW Air Conditioning Limited
High Court of Justice, Chancery Division, Companies Court
Case No. 9215 of 2013

All in Administration
6 August 2014

www.pwc.co.uk/fourseasons

PricewaterhouseCoopers LLP

Benson House

33 Wellington Street

Leeds LS1 4JP

Telephone +44 (0) 113 289 4000

Facsimile +44 (0) 113 289 4460

www.pwc.com/uk

When telephoning please ask for Neil Weldrick

Contents

Section		Pages
1	Joint Administrators' progress report	2 - 9
2	Statutory and other information	10-23
3	Receipts and payments account for the period from 13 January 2014 to 12 July 2014	24-30
4	Statement of expenses incurred in the period from 13 January 2014 to 12 July 2014	31 - 37
5	Analysis of the Administrators' remuneration and Category 2 disbursements for the period from 13 January 2014 to 12 July 2014	38 - 72
6	Approval of unpaid pre-Administration costs	73 - 78

Abbreviations used in this report:

"BES" – Berkeley Environmental Services Limited
"CAE" – CAE Realisations (2014) Limited
"Equinox" – Equinox SPV1 Limited
"FSCH" – Four Seasons Control Holdings Limited
"FSI" – Four Seasons Installation Limited
"FSM" – Four Seasons Maintenance Limited
"HMAC" – HM Air Cooling Limited
"JCW" – JCW Air Conditioning Limited
"JCWES" – JCW Energy Services Limited
"the Companies" – all of the above
"the Group" – FSCH and its subsidiaries
"the Administrators" – Robert Moran, Toby Underwood, Rob Hunt
"IA86" – Insolvency Act 1986
"Integral" – Integral UK Holdings Ltd
"IR86" – Insolvency rules 1986
"Magana" – Magana Limited - a wholly owned subsidiary of Rcapital Nominees Limited
"PCB" – PCB Technical Solutions Limited
"Rcapital" – Rcapital Nominees Limited

1. Joint Administrators' progress report

Introduction

In accordance with Rule 2 47 IR86 we write to provide creditors with details of the progress of the Administration of the Companies in the six months since the Administrators' appointment on 13 January 2014.

We are required to provide certain statutory information pursuant to Rule 2 47(1)(a) to (d) IR86, which is included in Section 2

Background information and initial actions taken by the Administrators

The Group provided installation and maintenance services for Heating, Ventilation and Air Conditioning. It also installed and managed building temperature management systems and designs and engineered airflow and temperature control systems.

BES, CAE, FSI, FSM, HMAc and JCW are six of the trading entities of the Group. FSCH was a non-trading holding company within the Group.

Our appointment arose as a consequence of a deteriorating trading position, cash flow pressures and because a proposed restructuring process to simplify the Group by Magana was not possible.

It became necessary to protect the business from enforcement action by creditors. The directors were of the opinion that the Companies and certain other entities within the Group were insolvent and filed Notices of Intention to Appoint Administrators in December 2013.

Further information detailing our appointment as Administrators and the initial steps taken in the Administrations can be found in our previously circulated documents, which are available at www.pwc.co.uk/fourseasons

How we've managed and financed the Company's affairs and business

BES, CAE, FSI, FSM, HMAc, JCW

In our previous correspondence dated 17 January 2014 and 7 March 2014 we set out details of the sale and marketing process which was undertaken in order to find purchasers for the Companies' businesses and assets. This information is not repeated in this report, however a copy of the previous documents can be found at www.pwc.co.uk/fourseasons

Berkeley Environmental Services Limited

A sale of the Energy part of the business was agreed with Integral UK Holdings Ltd as it was not possible to sell the whole of the business. The sale completed on 13 January 2014 and included consideration of £5 for chattels, customer contracts, goodwill, business information and software licenses. The sale resulted in the transfer of approximately 46% of the total employees.

The book debts of BES were not included in the sale agreement, but we have entered into a collection agreement with Integral in respect of some of the debts.

A minimum collection amount of £100,000 was also agreed with Integral and this balance was paid to BES upon completion.

The outstanding debtor balance in respect of BES as at the date of appointment was £883,788. Integral is assisting us with the collection of £256,122 of this balance. To date we have received £160,142 in relation to these debts, with £136,255 having been received into the post administration bank account, and 32,387 having been paid into Integral's bank account. As per the terms of our agreement with Integral, all amounts received in respect of these debts were returned to them in repayment of the guaranteed minimum, up to the guaranteed £100k. Additionally 25% commission was due to Integral for the collection of the debts. Therefore the first £133k of the collections was paid to Integral, and we have retained 75% of the amounts received above this. We also sold a debt of

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

1. Joint Administrators' progress report

£13.7k that Integral were collecting to Integral for £8.5k. We considered that this represented the best way to realise value for the debt. In total we have collected a net £129k from these debts. We have prudently ascribed no further value to future realisations from these debts.

For the remaining balance we made an agreement with one of BES's credit controllers to assist us in collecting these debts. We have made cash collections into the administration of £253,483, in relation to these. Total collection fees of £24,626 are due in respect of these collections, of which £20,000 had been paid as at 12 July 2014. We have prudently ascribed no further value to future realisations from these debts, although work continues in relation to the collection of these debts.

The total debtor balance of £883,788 includes inter-company debtors of £73,467. Any recoveries on these balances are dependent on the level of prescribed part dividends paid by the other Group companies in administration, and are likely to be small. The recoverable balance is currently uncertain and will be subject to write-offs, debt collection costs and charges.

CAE Realisations (2014) Limited

A sale of the Company's assets was achieved on 17 January 2014 to Equinox SPV1 Limited, a company which included the former director, Ray Wall.

A total gross consideration of £172,000 was agreed in respect of the sale of the assets. This consideration was made up of an initial payment of £125,000 and a deferred element of up to £47,000, which was contingent upon the receipt of the Irish debt discussed below. The sale included assignment of the book debt ledger as at 31 December 2013 as we considered that the book debts collected in a closedown situation would have been far lower than the amount for which the debtor ledger was sold.

The sale resulted in the transfer of approximately 80% of the total employees.

The deferred consideration was payable based on 25% of the Irish debt. A final settlement was reached on this at €219,148. CAE's share converted into sterling is £43,681. From this has been deducted £3,500, representing book debts collected by CAE after 31 December 2013 (date of the ledger sale) and the date of administration. The net funds received are therefore £40,181. Since the date of the sale, CAE has collected some £530,395 of funds for Equinox, being book debt collections, and payments on the contracts in progress for which Equinox has been able to meet the outstanding contractual terms to the customers. This amount includes the Irish debt. These funds are passed directly to Equinox and are therefore not shown in the Administrators' receipts and payments account (with the exception of the deferred consideration).

Four Seasons Installation Limited and HM Air Cooling Limited

The companies' business and assets were sold on 13 January 2014 to PCB Technical Solutions Limited. The purchasing company included a former director of the Companies, Dave Cooper.

The total gross consideration for FSI and HMAc was £645,000. This was split between FSI (£528,900) and HMAc (£116,100). The first instalment of this consideration (£270,000) was paid on 14 January 2014. Under the terms of our agreement a second instalment of £275,000 (gross) was to be paid from the collection proceeds of the debts which were sold to PCB. This second instalment was part payment for the book debts as at 31 December 2013. Deductions were made from this gross figure in relation to book debt receipts between 1 January and 13 January (of £81,452). Therefore the net consideration in respect of the second instalment is £193,548. As per our proposals, this amount has been received. The final instalment was due to be paid on or before the date falling 6 months after the date of completion. It was subsequently agreed with PCB that they could receive a 10% discount to this final instalment if they made the final payment early. This payment of £90,000 was received by the Administrations on 20 March 2014. Both instalments are split between FSI and HMAc in the same ratio as the total gross consideration.

1. Joint Administrators' progress report

The net consideration received is therefore £453,909 for FSI and £99,639 for HMAc No further realisations are expected for these companies

The sale resulted in the transfer of approximately 83% of the total employees

The gross consideration received in respect of both Companies included the sale of debtors in FSI for £526,000 and £110,000 in respect of HMAc Since the date of administration FSI and HMAc have collected £320,952 in relation to the book debts As discussed above, some of these receipts have been used to offset the second and third instalments of the consideration. The remaining amounts have been paid to PCB, as the debts have been sold to them. If the businesses had ceased to trade, rather than the businesses being sold to PCB, we believe that the book debts collected would have been far lower than the amount for which the debtor ledger was sold. These are contractual debts, with part completed work remaining unfinished and contractual warranties unfulfilled at the date of administration PCB have completed work in order to collect some of these debts We would have incurred significant costs to complete these jobs in administration, and there would have been a high level of risk regarding net realisations. As these collections are all payable to PCB we have not shown them in our receipts and payments accounts

Four Seasons Maintenance Limited and JCW Air Conditioning Limited

A sale of the Companies' business and assets was completed to JCW Energy Services Limited on 13 January 2014. The purchasing party included Kurt Hedgley who was part of the Senior Management of JCW.

The sale of business in respect of FSM and JCW included consideration of £10,000, split equally across each company The sale resulted in the transfer of approximately 79% of the total employees

The sales ledger balance in respect of JCW as at the date of appointment was £1,738,588. We have entered into a collection agreement with the purchaser, and have made cash collections of £414,395 to date £185,650 commission has been paid on these collections (net of VAT), which is materially all that is due Additionally, JCW provided a loan to JCWES of £21,177, which was repayable 90 days after 14 January 2014, and has been repaid. Some further recoveries are expected in relation to the JCW sales ledger, as we continue to collect the book debts. However, for prudence, we have ascribed minimal value to these future realisations. The sales ledger includes inter-company debtors of £179,708. Any recoveries in respect of these debts are dependent on the level of prescribed part dividends payable by the other Group companies in administration and are therefore likely to be low

The outstanding debtor balance in respect of FSM as at the date of appointment was £789,217 We have entered into a collection agreement with the purchaser of the business, and have made cash collections of £483,353 to date £176,034 debt collection fees has been paid on these collections (net of VAT), which is materially all that is due Additionally FSM provided a loan to JCWES of £23,823, which was repayable 90 days after 14 January 2014, and has been repaid Some further recoveries are expected in relation to the FSM sales ledger, as we continue to collect the book debts. However, for prudence, we have ascribed minimal value to these future realisations The sales ledger includes inter-company debtors of £98,879 Any recoveries of these debts are dependent on the level of prescribed part dividends being paid by the other Group companies in administration, and are likely to be low

Please note that the recoverable balances are currently uncertain and will be subject to write-offs, debt collection costs and charges

JCW also owned some motor vehicles and these were sold for £92,977 (net of VAT)

Four Seasons Control Holdings Limited

FSCH is the holding company of the group There was not a realisable business to sell and the assets are being sold individually We have realised £5,000 in relation to computer equipment and £2,014 in respect of monies held in the Company accounts.

1. Joint Administrators' progress report

As previously mentioned we retained the services of a member of the finance team who worked for FSCH, primarily to assist with the collection of the book debts. Although this employee was formerly employed by FSCH, the costs were paid by one of the entities where book debt collection assistance was provided, and a recharge will be made to the other entities which received the benefit of this assistance.

FSCH was subject to a retention of title claim from a supplier, in relation to equipment purchased by the Group, but which was sold under the sale agreements discussed above (to the extent title of the equipment resided with the respective companies). Following extensive discussions, an agreement was reached whereby some of the equipment was returned to the supplier, in addition to a payment of £3k being made to the supplier by FSCH. This was considered to be the most cost effective way of resolving the claim, given the cost implications of taking the issue to court. A recharge will be made to other group companies in respect of this payment.

We determined that the continued trading in administration of FSCH as a holding company would result in a better outcome for its creditors as a whole than would have been achieved on liquidation (with the immediate termination of all employee contracts), as the assistance given to the other Group companies would enhance the overall level of realisations across the Group, thereby minimising the level of creditors for which FSCH is jointly liable. A recharge will be made to those other group companies which have received the benefit of FSCH being placed into administration, for the Administrators' fees which are incurred.

Approval of the Administrators' proposals

On 7 March 2014 we circulated to creditors our proposals for achieving the purpose of the Administrations.

We stated in our proposals that we had formed the view that the Companies have insufficient property to enable a distribution to be made to unsecured creditors other than by virtue of the prescribed part to be set aside in accordance with Section 176A IA86.

The proposals were deemed approved on 20 March 2014 in accordance with Rule 2.33(5), a meeting of creditors not having been requisitioned by creditors in the prescribed manner.

Receipts and payments account

An account of the receipts and payments in the Administration of each of the Companies for the period from 13 January 2014 to 12 July 2014 is set out in Section 3.

Expenses statement

A statement of the expenses incurred in the period from 13 January 2014 to 12 July 2014 is included at Section 4. The aim of this statement is to show the full amounts of costs that have been incurred in the Administration for the period and to show those costs which have been incurred irrespective of whether they have paid.

The statement excludes any potential tax liabilities that may be payable as an expense of the Administrations in due course because amounts due will depend on the position at the end of the tax accounting period.

Administrators' remuneration

BES, FSI, HMA, JCW

In accordance with Rule 2.106(5A) IR86, as it is envisaged that there may be funds available to the preferential creditors of BES, FSI, HMA and JCW, the basis of our remuneration as joint administrators was agreed by the secured creditors and the voting majority of the preferential creditors.

1. Joint Administrators' progress report

Our fees are based on the time spent by the Administrators and their staff in the conduct of the Administrations and an analysis of our time and applicable hourly rates have been provided to the secured and preferential creditors.

CAE, FSCH, FSM

As there were no preferential creditors in CAE and FSM and we anticipated that there would be no funds available to the preferential creditors of FSCH, the basis of our remuneration as joint administrators was to be agreed by the secured creditors only in accordance with Rule 2.106(5A) IR86. We have received approval from the secured creditors of CAE and FSM, however we are yet to receive the required approval from one of the secured creditors of FSCH.

An analysis of our time and applicable hourly rates have been provided to the secured creditors.

General remuneration information

The hours incurred and time cost charges are shown in the table below for those companies where remuneration approval has been received (BES, CAE, FSI, FSM, HMAC and JCW). No fees have been drawn in the period covered by this report.

Company	Hours incurred	Time Costs (£)
BES	387.63	128,740.69
CAE	222.86	76,210.49
FSCH	127.06	32,662.84
FSI	335.04	101,821.34
FSM	442.51	149,235.29
HMAC	331.71	101,069.94
JCW	604.99	188,490.74

In accordance with the requirements of Statement of Insolvency Practice 9, a full analysis of the Administrators' time costs and Category 2 disbursements for the period 13 January 2014 to 12 July 2014 in respect of the Companies is provided in Section 5.

Creditors' rights

If you would like further information about your rights as a creditor, please use the internet address below to find an explanation of your rights under insolvency legislation.

<http://www.icaew.com/~media/Files/Technical/Insolvency/creditors-guides/creditors-guide-to-administrators-fees-england-and-wales-apr-10.pdf>

Pre-Administration costs

Information regarding the approval of the unpaid pre-Administration costs previously detailed in the Administrators' proposals can be found at Section 6 of this report.

Outcome for creditors

Secured creditors

There are three secured creditors and they hold security over certain fixed and floating charge assets of the Companies. Magana holds security over the assets of all of the Companies and its total liability is c £10.02m. It is currently anticipated that Magana will suffer a significant shortfall in respect of its amounts owed.

1. Joint Administrators' progress report

Malcolm J Lee & Katherine R Lee hold security over the assets of FSCH, in the sum of c £1 5m We do not anticipate that these chargeholders will recover any funds in accordance with their security as FSCH has minimal realisable assets

Henry W Granata & David I Cooper have a secured charge registered against the assets of HMAc. Based on the current position we do not envisage that they will recover any monies against their secured charge of c £1 175m

Preferential creditors (mainly employees)

The preferential creditor claims relate to arrears of wages, subject to statutory limits and unpaid holiday pay Some employees were transferred to the respective purchasers in accordance with TUPE legislation following the sale of businesses in relation to BES, CAE, FSI, FSM, HMAc and JCW However, some employees were not transferred and redundancies were made. Further redundancies were made in respect of FSCH

The estimated value of number of preferential creditor claims in respect of each company is detailed below.

Company name	No. of redundancies	Claim value
BES	15	c £15,000
CAE	0	n/a
FSCH	9	c £13,900
FSI	2	c £1,600
FSM	0	n/a
HMAc	2	c.£1,600
JCW	17	c £12,600

We currently anticipate that we will pay the preferential creditors in full in respect of BES, FSI, HMAc and JCW Based on current information and estimated future realisations there will be insufficient funds available to make a distribution to the preferential creditors of FSCH.

Unsecured creditors

The prescribed part is a fund that has to be made available for unsecured creditors. It's paid out of "net property" Net property is floating charge realisations after costs, and after paying - or setting aside enough to pay - preferential creditors in full For each company, this equates to

- 50% of net property up to £10,000,
- 20% of net property in excess of £10,000,
- Subject to a maximum amount of £600,000

The Prescribed Part applies to all of the Companies as there are charges created and registered at Companies House following the Prescribed Part order coming into force on 15 September 2003. The amount of the Prescribed Part will be subject to future asset realisations and allowable costs.

Based on the current position we anticipate that there may be a dividend for unsecured creditors under the prescribed part in respect of BES, CAE, FSI, FSM and JCW If we calculate that the costs of agreeing the unsecured creditor claims and paying a prescribed part dividend will be disproportionate to the benefits, we can apply for a court order not to pay the prescribed part to unsecured creditors At present we do not intend to make such an application.

Berkeley Environmental Services Limited

1. Joint Administrators' progress report

Our best estimate of the Company's net property is £261k, which would mean a value of the prescribed part of £55k before costs. There remains uncertainty in respect of the final level of unsecured claims, however we estimate that the maximum prescribed part distribution would be between 1 2p-1 75p in the £. Please note that these estimates will also depend on future realisations and administration costs

CAE Realisations (2014) Limited

Our best estimate of the Company's net property is £76k, which would mean a value of the prescribed part of £18k before costs. There remains uncertainty in respect of the final level of unsecured claims, however we estimate that the maximum prescribed part distribution would be between 2 1p-2 45p in the £. Please note that these estimates will also depend on future realisations and administration costs

Four Seasons Installation Limited

Our best estimate of the Company's net property is £322k, which would mean a value of the prescribed part of £67k before costs. There remains uncertainty in respect of the final level of unsecured claims, however we estimate that the maximum prescribed part distribution would be between 2.06p-2 8p in the £. Please note that these estimates will also depend on future realisations and administration costs

Four Seasons Maintenance Limited

Our best estimate of the Company's net property is £109k, which would mean a value of the prescribed part of £25k before costs. There remains uncertainty in respect of the final level of unsecured claims, however we estimate that the maximum prescribed part distribution would be between 0.6p-1 25p in the £. Please note that these estimates will also depend on future realisations and administration costs

JCW Air Conditioning Limited

Our best estimate of the Company's net property is £119k, which would mean a value of the prescribed part of £27k before costs. There remains uncertainty in respect of the final level of unsecured claims, however we estimate that the maximum prescribed part distribution would be between 0.0p-0.2p in the £. Please note that these estimates will also depend on future realisations and administration costs

Four Seasons Control Holdings Limited and HM Air Cooling Limited

We estimate that a dividend will not be payable to the unsecured creditors under the prescribed part in relation to FSCH and HMAc, as it appears that both companies will have insufficient net floating charge realisations after costs to facilitate distributions

We anticipate there will not be a dividend for unsecured creditors in relation to the Companies other than the possible prescribed part distributions detailed above.

Discharge from liability

We will be discharged from liability in respect of any action of ours as Joint Administrators 14 days after our appointment as administrators ceases to have effect in respect of BES, CAE, FSI, FSM, HMAc and JCW. This was agreed by the secured and preferential creditors in BES, FSI, HMAc and JCW as it is envisaged that there may be funds available to the preferential creditors. On CAE and FSM only the secured creditors are required to approve the resolution to discharge the Administrators' liability

We have not received formal approval to be discharged from liability in respect of any action of ours as Joint Administrators on FSCH

1. Joint Administrators' progress report

Ending the Administration

Once the objectives of the Administrations have been achieved, we may end in any one of the ways allowed by law. The most likely of these exit routes were set out in Section 2(b)(v) of the Joint Administrators' proposals. These include

- If there aren't enough funds to pay a dividend to unsecured creditors, once we've finished our work we'll either file a notice with the Registrar of Companies and the Companies will be dissolved three months later or apply for a court order ending the administrations and for the Companies to be wound up / be dissolved, OR
- Placing the Companies into creditors' voluntary liquidation, or filing a notice under Paragraph 84(1) Sch B1 IA86 with the Registrar of Companies, following registration of which the Companies will be dissolved three months later, OR
- Once we've finished disposing of the assets we'll apply to the court for permission to pay any surplus funds to unsecured creditors. If this is granted, we'll end the administration by filing a notice with the Registrar of Companies and the Companies will be dissolved three months later


We are considering the most appropriate strategy for bringing the Administrations to an end, taking into consideration cost implications and the administrative and statutory duties still to be undertaken. Creditors will be advised of the Administrators' decision in due course

Next report

The Administrators anticipate that they will circulate their next report to creditors at the earlier of the conclusion of the Administrations or in approximately six months

Yours faithfully

For and on behalf of the Companies



Robert Moran
Joint Administrator

Robert John Moran, Toby Scott Underwood and Robert Jonathan Hunt have been appointed as Joint Administrators of Four Seasons Control Holdings Limited, CAE Realisations (2014) Limited, Berkeley Environmental Services Limited, Four Seasons Installation Limited, Four Seasons Maintenance Limited, HM Air Cooling Limited and JCW Air Conditioning Limited to manage their affairs, business and property as their agents and without personal liability. All are licensed in the United Kingdom to act as insolvency practitioners by the Institute of Chartered Accountants in England and Wales

The Joint Administrators are Data Controllers of personal data as defined by the Data Protection Act 1998. PricewaterhouseCoopers LLP will act as Data Processor on their instructions. Personal data will be kept secure and processed only for matters relating to the administration

2. Statutory and other information

Court details for the Administration:

High Court of Justice, Chancery Division,
Companies Court, Case 167 of 2014
Berkeley Environmental Services Limited
02940890
Benson House
33 Wellington Street
Leeds
LS1 4JP

Company directors:

Raymond Wall

Company secretary:

N/A

Shareholdings held by the directors and secretary:

None

Date of the Administration appointment:

13 January 2014

Administrators' names and addresses:

Robert Moran
7 More London
Riverside
London
SE1 7RT

Toby Underwood
Benson House
33 Wellington Street
Leeds
LS1 4JP

Robert Hunt
Cornwall Court
19 Cornwall Street
Birmingham
B3 2DT
N/A

Details of any extension(s) to the initial period of appointment

Changes in office holder:

N/A

Appointor's / applicant's name and address:

The director of Berkeley Environmental Services Limited
Four Seasons House
Astley Lane Trading Estate
Swillington
Leeds
West Yorkshire
LS26 8XT

Objective being pursued by the Administrators:

Objective (b) achieving a better result for Berkeley Environmental Services Limited's creditors as a whole than would be likely if the company were wound up (without first being put into administration)

Division of the Administrators' responsibilities:

During the period for which the company is in administration, any act required or authorised under any enactment to be done by the administrators may be done by all of any of the persons for the time being holding that office

Proposed end of the Administration:

Make an application to court to distribute surplus funds to the unsecured creditors, following which we will file notice with the Registrar of Companies for the Company to be

2. Statutory and other information

Estimated dividend for unsecured creditors:

Estimated values of the prescribed part and the company's net property:

Whether and why the Administrators intend to apply to court under Section 176A(5) IA86:

The European Regulation on Insolvency Proceedings (Council Regulation(EC) No. 1346/2000 of 29 May 2000):

dissolved, OR

Move the Company to Creditors' Voluntary Liquidation

Nil (other than potentially via the Prescribed Part)

Net property estimated to be £261k, the value of the prescribed part is therefore estimated at £55k before costs

Not yet known

The European Regulation on Insolvency Proceedings applies to this administration and the proceedings are main proceedings

2. Statutory and other information

Court details for the Administration:	High Court of Justice, Chancery Division, Companies Court, Case 168 of 2014
Full name and trading name:	CAE Realisations (2014) Limited
Registered number:	03723446
Registered address:	Benson House 33 Wellington Street Leeds LS1 4JP
Company directors:	Phillip Smith Raymond Wall Timothy Hall None
Company secretary:	
Shareholdings held by the directors and secretary:	
Date of the Administration appointment:	13 January 2014
Administrators' names and addresses:	Robert Moran 7 More London Riverside London SE1 7RT Toby Underwood Benson House 33 Wellington Street Leeds LS1 4JP Robert Hunt Cornwall Court 19 Cornwall Street Birmingham B3 2DT N/A
Details of any extension(s) to the initial period of appointment	N/A
Changes in office holder:	N/A
Appointor's / applicant's name and address:	The directors of CAE Realisations (2014) Limited Four Seasons House Astley Lane Trading Estate Swillington Leeds West Yorkshire LS26 8XT
Objective being pursued by the Administrators:	Objective (b) achieving a better result for CAE Realisations (2014) Limited's creditors as a whole than would be likely if the company were wound up (without first being put into administration)
Division of the Administrators' responsibilities:	During the period for which the company is in administration, any act required or authorised under any enactment to be done by the administrators may be done by all of any of the persons for the time being holding that office
Proposed end of the Administration:	Make an application to court to distribute surplus funds to the unsecured creditors, following which we will file notice with the

BES, CAE, FSCH, FSI, FSM, HMA & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

2. Statutory and other information

Estimated dividend for unsecured creditors:	Registrar of Companies for the Company to be dissolved; OR
Estimated values of the prescribed part and the company's net property:	Move the Company to Creditors' Voluntary Liquidation Nil (other than potentially via the Prescribed Part) Net property estimated to be £76k, the value of the prescribed part is therefore estimated at £18k before costs Not yet known.
Whether and why the Administrators intend to apply to court under Section 176A(5) IA86:	
The European Regulation on Insolvency Proceedings (Council Regulation(EC) No. 1346/2000 of 29 May 2000):	The European Regulation on Insolvency Proceedings applies to this administration and the proceedings are main proceedings

2. Statutory and other information

Court details for the Administration:	High Court of Justice, Chancery Division, Companies Court, Case 9209 of 2013
Full name and trading name:	Four Seasons Control Holdings Limited
Registered number:	05363917
Registered address:	Benson House 33 Wellington Street Leeds LS1 4JP
Company directors:	Three V Corporate Venturing LLP Michael Peries
Company secretary:	N/A
Shareholdings held by the directors and secretary:	None
Date of the Administration appointment:	13 January 2014
Administrators' names and addresses:	Robert Moran 7 More London Riverside London SE1 7RT Toby Underwood Benson House 33 Wellington Street Leeds LS1 4JP Robert Hunt Cornwall Court 19 Cornwall Street Birmingham B3 2DT N/A
Details of any extension(s) to the initial period of appointment	N/A
Changes in office holder:	N/A
Appointor's / applicant's name and address:	Peter Ward, a member of Three V Corporate Venturing LLP, a director of the company 5th Floor 24 Old Bond Street Mayfair London W1S 4AW
Objective being pursued by the Administrators:	Objective (b) achieving a better result for Four Seasons Control Holdings Limited's creditors as a whole than would be likely if the company were wound up (without first being put into administration)
Division of the Administrators' responsibilities:	During the period for which the company is in administration, any act required or authorised under any enactment to be done by the administrators may be done by all of any of the persons for the time being holding that office
Proposed end of the Administration:	Dissolution
Estimated dividend for unsecured creditors:	Nil
Estimated values of the prescribed part and	Nil

BES, CAE, FSCH, FSI, FSM, HMA & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

2. Statutory and other information

the company's net property:

**Whether and why the Administrators
intend to apply to court under Section
176A(5) IA86:**

N/A

**The European Regulation on Insolvency
Proceedings (Council Regulation(EC) No.
1346/2000 of 29 May 2000):**

The European Regulation on Insolvency
Proceedings applies to this administration and
the proceedings are main proceedings

2. Statutory and other information

Court details for the Administration:	High Court of Justice, Chancery Division, Companies Court, Case 9212 of 2013
Full name and trading name:	Four Seasons Installation Limited
Registered number:	07065328
Registered address:	Benson House 33 Wellington Street Leeds LS1 4JP
Company directors:	Three V Corporate Venturing LLP Michael Peries
Company secretary:	N/A
Shareholdings held by the directors and secretary:	None
Date of the Administration appointment:	13 January 2014
Administrators' names and addresses:	Robert Moran 7 More London Riverside London SE1 7RT Toby Underwood Benson House 33 Wellington Street Leeds LS1 4JP Robert Hunt Cornwall Court 19 Cornwall Street Birmingham B3 2DT N/A
Details of any extension(s) to the initial period of appointment	N/A
Changes in office holder:	N/A
Appointor's / applicant's name and address:	Peter Ward, a member of Three V Corporate Venturing LLP, a director of the company 5th Floor 24 Old Bond Street Mayfair London W1S 4AW
Objective being pursued by the Administrators:	Objective (b) achieving a better result for Four Seasons Installation Limited's creditors as a whole than would be likely if the company were wound up (without first being put into administration).
Division of the Administrators' responsibilities:	During the period for which the company is in administration, any act required or authorised under any enactment to be done by the administrators may be done by all of any of the persons for the time being holding that office
Proposed end of the Administration:	Make an application to court to distribute surplus funds to the unsecured creditors, following which we will file notice with the Registrar of Companies for the Company to be

BES, CAE, FSCH, FSI, FSM, HMA & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

2. Statutory and other information

Estimated dividend for unsecured creditors:

Estimated values of the prescribed part and the company's net property:

Whether and why the Administrators intend to apply to court under Section 176A(5) IA86:

The European Regulation on Insolvency Proceedings (Council Regulation(EC) No. 1346/2000 of 29 May 2000):

dissolved, OR

Move the Company to Creditors' Voluntary Liquidation

Nil (other than potentially via the Prescribed Part)

Net property estimated to be £322k, the value of the prescribed part is therefore estimated at £67k before costs

Not yet known

The European Regulation on Insolvency Proceedings applies to this administration and the proceedings are main proceedings

2. Statutory and other information

Court details for the Administration:	High Court of Justice, Chancery Division, Companies Court, Case 9212 of 2013
Full name and trading name:	Four Seasons Maintenance Limited
Registered number:	02353820
Registered address:	Benson House 33 Wellington Street Leeds LS1 4JP
Company directors:	Three V Corporate Venturing LLP Michael Peries
Company secretary:	N/A
Shareholdings held by the directors and secretary:	None
Date of the Administration appointment:	13 January 2014
Administrators' names and addresses:	Robert Moran 7 More London Riverside London SE1 7RT Toby Underwood Benson House 33 Wellington Street Leeds LS1 4JP Robert Hunt Cornwall Court 19 Cornwall Street Birmingham B3 2DT N/A
Details of any extension(s) to the initial period of appointment	N/A
Changes in office holder:	N/A
Appointor's / applicant's name and address:	Peter Ward, a member of Three V Corporate Venturing LLP, a director of the company 5th Floor 24 Old Bond Street Mayfair London W1S 4AW
Objective being pursued by the Administrators:	Objective (b) achieving a better result for Four Seasons Maintenance Limited's creditors as a whole than would be likely if the company were wound up (without first being put into administration)
Division of the Administrators' responsibilities:	During the period for which the company is in administration, any act required or authorised under any enactment to be done by the administrators may be done by all of any of the persons for the time being holding that office
Proposed end of the Administration:	Make an application to court to distribute surplus funds to the unsecured creditors, following which we will file notice with the Registrar of Companies for the Company to be

BES, CAE, FSCH, FSI, FSM, HMA & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

2. Statutory and other information

Estimated dividend for unsecured creditors:	dissolved, OR Move the Company to Creditors' Voluntary Liquidation.
Estimated values of the prescribed part and the company's net property:	Nil (other than potentially via the Prescribed Part) Net property estimated to be £109k, the value of the prescribed part is therefore estimated at £25k before costs
Whether and why the Administrators intend to apply to court under Section 176A(5) IA86:	Not yet known
The European Regulation on Insolvency Proceedings (Council Regulation(EC) No. 1346/2000 of 29 May 2000):	The European Regulation on Insolvency Proceedings applies to this administration and the proceedings are main proceedings.

2. Statutory and other information

Court details for the Administration:	High Court of Justice, Chancery Division, Companies Court, Case 161 of 2014
Full name and trading name:	HM Air Cooling Limited
Registered number:	02101887
Registered address:	Benson House 33 Wellington Street Leeds LS1 4JP
Company directors:	David Cooper James Lawrie
Company secretary:	N/A
Shareholdings held by the directors and secretary:	None
Date of the Administration appointment:	13 January 2014
Administrators' names and addresses:	Robert Moran 7 More London Riverside London SE1 7RT Toby Underwood Benson House 33 Wellington Street Leeds LS1 4JP Robert Hunt Cornwall Court 19 Cornwall Street Birmingham B3 2DT N/A
Details of any extension(s) to the initial period of appointment	N/A
Changes in office holder:	N/A
Appointor's / applicant's name and address:	Directors of H M Air Cooling Limited Four Seasons House Astley Lane Trading Estate Swillington Leeds West Yorkshire LS26 8XT
Objective being pursued by the Administrators:	Objective (b) achieving a better result for H M. Air Cooling Limited's creditors as a whole than would be likely if the company were wound up (without first being put into administration)
Division of the Administrators' responsibilities:	During the period for which the company is in administration, any act required or authorised under any enactment to be done by the administrators may be done by all of any of the persons for the time being holding that office.
Proposed end of the Administration:	Dissolution
Estimated dividend for unsecured creditors:	Nil
Estimated values of the prescribed part and the company's net property:	The net property and prescribed part is estimated to be in the region of £1,000 before

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

2. Statutory and other information

**Whether and why the Administrators intend to apply to court under Section 176A(5) IA86:
The European Regulation on Insolvency Proceedings (Council Regulation(EC) No. 1346/2000 of 29 May 2000):**

costs.

Not applicable at present as the net property is estimated to be less than £10,000

The European Regulation on Insolvency Proceedings applies to this administration and the proceedings are main proceedings.

2. Statutory and other information

Court details for the Administration:	High Court of Justice, Chancery Division, Companies Court, Case 9215 of 2013
Full name and trading name:	JCW Air Conditioning Limited
Registered number:	02271915
Registered address:	Benson House 33 Wellington Street Leeds LS1 4JP
Company directors:	OBS 24 LLP Three V Corporate Venturing LLP
Company secretary:	N/A
Shareholdings held by the directors and secretary:	None
Date of the Administration appointment:	13 January 2014
Administrators' names and addresses:	Robert Moran 7 More London Riverside London SE1 7RT Toby Underwood Benson House 33 Wellington Street Leeds LS1 4JP Robert Hunt Cornwall Court 19 Cornwall Street Birmingham B3 2DT N/A
Details of any extension(s) to the initial period of appointment	N/A
Changes in office holder:	N/A
Appointor's / applicant's name and address:	Peter Ward, a member of Three V Corporate Venturing LLP, a director of the company 5th Floor 24 Old Bond Street Mayfair London W1S 4AW
Objective being pursued by the Administrators:	Objective (b) achieving a better result for J C W Air Conditioning Limited's creditors as a whole than would be likely if the company were wound up (without first being put into administration)
Division of the Administrators' responsibilities:	During the period for which the company is in administration, any act required or authorised under any enactment to be done by the administrators may be done by all of any of the persons for the time being holding that office
Proposed end of the Administration:	Make an application to court to distribute surplus funds to the unsecured creditors, following which we will file notice with the Registrar of Companies for the Company to be dissolved, OR

2. Statutory and other information

Estimated dividend for unsecured creditors:

Estimated values of the prescribed part and the company's net property:

Whether and why the Administrators intend to apply to court under Section 176A(5) IA86:

The European Regulation on Insolvency Proceedings (Council Regulation(EC) No. 1346/2000 of 29 May 2000):

Move the Company to Creditors' Voluntary Liquidation.

Nil (other than potentially via the Prescribed Part)

Net property estimated to be 119k, the value of the prescribed part is therefore estimated at £27k before costs

Not yet known, but considered likely.

The European Regulation on Insolvency Proceedings applies to this administration and the proceedings are main proceedings

3. Receipts and payments account for the period from 13 January 2014 to 12 July 2014

Berkeley Environmental Services Limited

	Balance brought forward as at 28 February 2014 (£)	Receipts and payments from 1 March 2014 to 12 July 2014 (£)	Total receipts and payment to 12 July 2014 (£)
Floating charge receipts			
Sale of business	5 00	0 00	5 00
Book debts	177,837 20	75,645 39	253,482.59
Integral UK book debts#	60,113 30	76,141 64	136,254 94
Integral - minimum book debt payment*	100,000 00	0 00	100,000 00
Balance at bank	54,916 51	250.00	55,166 51
Interest received gross	5 45	278 05	283 50
Third party funds	0.00	1,000 60	1,000.60
Utility refunds	0.00	190 67	190 67
Business rates refunds	0 00	577 87	577 87
	392,877 46	154,084 22	546,961 68
Floating charge payments			
Net wages	6,777 53	0 00	6,777 53
PAYE & NIC	2,599 91	0 00	2,599 91
Employee expenses	2,735 36	0 00	2,735 36
Debt collection fees+	6,500 00	13,500 00	20,000 00
Bank charges	232 03	342 28	574 31
Statutory advertising	37 91	0 00	37 91
Distribution to secured chargeholder	160,000 00	50,000 00	210,000 00
Book debts owed to Integral UK#	0.00	107,577.82	107,577 82
Legal fees	0.00	4,758 41	4,758 41
Legal disbursements	0.00	126 68	126 68
Pre-appointment legal fees	0.00	6,554 64	6,554.64
Pre-appointment legal disbursements	0 00	82 16	82 16
Cleaning and site clearance costs	0 00	250 00	250 00
Storage costs	0 00	1,216 24	1,216 24
Statement of affairs costs	0 00	1,020 40	1,020.40
Third party funds	0 00	471.60	471 60
	178,882 74	185,900 23	364,782 97
VAT account	(7 58)	(1,051 52)	(1,059 10)
Balance at bank	213,987.14	(32,867 53)	181,119 61

Collections of those book debts where Integral assisted with the collection, and the corresponding repayment to Integral of the guaranteed minimum collection amount and the commission due. This includes the debt which was sold for £8.5k. The net realisation is £128,677.

* The payment of the guaranteed minimum collection amount from Integral.

+ Debt collection fees relating to the agreement with the credit controller who assisted with those BES debts which are excluded from the Integral agreement. Total commission for these debts collected to date will be £24,626.

BES, CAE, FSCH, FSI, FSM, HMA & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

3. Receipts and payments account for the period from 13 January 2014 to 12 July 2014

CAE Realisations (2014) Limited

	Balance brought forward as at 28 February 2014 (£)	Receipts and payments from 1 March 2014 to 12 July 2014 (£)	Total receipts and payment to 12 July 2014 (£)
Floating charge receipts			
Sale of business – Initial consideration	125,000.00	0.00	125,000.00
Deferred consideration*	21,533.72	18,647.41	40,181.13
Other book debts	0.00	220.01	220.01
Balance at bank	3,801.62	605.48	4,407.10
Interest received gross	0.30	98.88	99.18
Third party funds	0.00	51,041.37	51,041.37
	150,335.64	70,613.15	220,948.79
Floating charge payments			
Employee expenses	152.31	(4.89)	147.42
Bank charges	155.26	482.30	637.56
Statutory advertising	37.91	0.00	37.91
Distribution to secured chargeholder	40,000.00	20,000.00	60,000.00
Third party funds	0.00	48,297.20	48,297.20
Legal fees	0.00	6,165.01	6,165.01
Legal disbursements	0.00	164.82	164.82
Pre-appointment legal fees	0.00	8,528.08	8,528.08
Pre-appointment legal disbursements	0.00	106.90	106.90
Storage costs	0.00	118.38	118.38
Statement of affairs	0.00	1,020.40	1,020.40
	40,345.48	84,878.20	125,223.68
VAT account	0.00	(3,228.29)	(3,228.29)
Balance at bank	109,990.16	(17,493.34)	92,496.82

We opened a Euro as well as GBP administration bank account in order to facilitate the receipt of funds (particularly the Irish debt). These funds will be converted to GBP in due course. The receipts/payments that were in Euros have been converted to GBP at a rate of 1.2582.

- * This is the deferred consideration received in relation to the collection of the Irish debt. Please note that this figure was overstated in our receipts and payment account information to 25 April 2014, which was included in our creditor approval request documents. This was predominantly due to a double counting of the £3.5k of debtor receipts which were received before the date of administration. There has also been a negative FX movement.

3. Receipts and payments account for the period from 13 January 2014 to 12 July 2014

Four Seasons Control Holdings Limited

	Balance brought forward as at 28 February 2014 (£)	Receipts and payments from 1 March 2014 to 12 July 2014 (£)	Total receipts and payment to 12 July 2014 (£)
Floating charge receipts			
Sale of computers	5,000 00	0 00	5,000 00
Balance at bank	0 00	2,013.58	2,013 58
Interest received gross	0 00	4 83	4.83
	5,000 00	2,018 41	7,018 41
Floating charge payments			
Retention of title payments#	0 00	3,000.00	3,000 00
Statement of affairs costs	0 00	500.00	500.00
Employee expenses	0 00	83 33	83 33
Parking charges	0 00	120 93	120 93
Bank charges	0 00	48 09	48 09
		3,752 35	3,752 35
VAT account (including trading account)	1,000 00	(716.67)	283 33
Balance at bank	6,000 00	(2,450 61)	3,549 39

ROT settlement payment

3. Receipts and payments account for the period from 13 January 2014 to 12 July 2014

Four Seasons Installation Limited

	Balance brought forward as at 28 February 2014 (£)	Receipts and payments from 1 March 2014 to 12 July 2014 (£)	Total receipts and payment to 12 July 2014 (£)
Floating charge receipts			
Sale of business - first instalment	221,400.00	0.00	221,400 00
Sale of business - second instalment	158,709.36	0.00	158,709 36
Sale of business - third instalment	0 00	73,799.50	73,799.50
Third party funds#	7,459 20	6,598.80	14,058 00
Balance at bank	20,337 63	500 00	20,837 63
Interest received gross	3 90	119 00	122 90
Refund of account closure fees	0.00	31.33	31 33
	407,910 09	81,048 63	488,958 72
Floating charge payments			
Third party funds#	7,459 20	0 00	7,459 20
Loans and advances*	2,233 04	4,027 49	6,260 53
Employee expenses	669.50	0.00	669.50
Utility payments	384.08	0 00	384.08
Storage costs	67.50	402 80	470.30
Statutory advertising	37 91	0 00	37.91
Bank charges	102 30	200 29	302 59
Distribution to chargeholder	150,000.00	105,000 00	255,000.00
Legal fees	0 00	11,361 96	11,361.96
Legal disbursements	0 00	303 76	303.76
Pre-appointment legal fees	0 00	15,717 04	15,717 04
Pre-appointment legal disbursements	0 00	197 00	197.00
Statement of affairs costs	0 00	1,020 40	1,020 40
	160,953 53	138,230 74	299,184 27
VAT account (including trading account)	(92.68)	(5,800 59)	(5,893 27)
Balance at bank	246,863 88	(62,982 70)	183,881 18

Receipts in relation to PCB invoices which were paid in error to the FSI pre-administration bank accounts. These have been, or will be, returned.

* Loan to FSCH to pay the wages of the staff retained to assist with the administrations. A recharge will be made to those group companies which have received the benefit of these services for these costs.

3. Receipts and payments account for the period from 13 January 2014 to 12 July 2014

Four Seasons Maintenance Limited

	Balance brought forward as at 28 February 2014 (£)	Receipts and payments from 1 March 2014 to 12 July 2014 (£)	Total receipts and payment to 12 July 2014 (£)
Floating charge receipts			
Sale of business	5,000 00	0 00	5,000 00
Rental income~	5,814 00	1,680 00	7,494 00
Book debts	402,785 60	80,567 66	483,353.26
Third party funds^	8,958 84	52,083.17	61,042 01
Balance at bank	62,429 48	500 00	62,929 48
Refunds	0 00	2,754 00	2,754 00
Loans and advances#	0 00	23,823 02	23,823 02
Interest received gross	9 23	240 16	249 39
	484,997 15	161,648 01	646,645 16
Floating charge payments			
Loans and advances#	25,073 02	0 00	25,073 02
Rent payment	2,250 00	2,134 00	4,384 00
Debt collection fees	112,120 51	63,914 21	176,034 72
Employee expenses	855 02	0 00	855 02
Storage costs	67 50	661 59	729 09
Statutory advertising	37 91	0 00	37.91
Transfer of book debts +	77,415 78	0.00	77,415 78
Bank charges	340 86	874 61	1,215 47
Third party funds^	0 00	44,497 33	44,497 33
Legal fees	0 00	14,786 58	14,786 58
Legal disbursements	0 00	324 24	324 24
Pre-appointment legal fees	0 00	8,528.08	8,528 08
Pre-appointment legal disbursements	0 00	106 90	106 90
Cleaning and site clearance costs	0 00	250 00	250.00
Telephone and fax	0 00	2,130 80	2,130.80
Statement of affairs	0.00	1,000 00	1,000.00
Distribution to chargeholder	0.00	75,000 00	75,000 00
	218,160 60	214,208 34	432,368 94
VAT account (including trading account)	(21,982.39)	(18,381 27)	(40,363 66)
Balance at bank	244,854.16	(70,941.60)	173,912 56

~ This rent is payable to third parties

^ These third party funds predominantly relate to the collection of JCWES book debts that have been paid in error into the FSM pre-admin account, and have been, or will be, returned

£24k of this relates to a loan to JCWES, which has been repaid. The remainder is a loan to FSCH to pay the rent for the property in Leeds from which the retained finance team were assisting with the book debt collection. A recharge will be made to those group companies which have received the benefit of the services provided from this office for this expense

+ Payment of specific book debt to PCB as per terms of the HMAc and FSI sale of business contract.

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

3. Receipts and payments account for the period from 13 January 2014 to 12 July 2014

HM Air Cooling Limited

	Balance brought forward as at 28 February 2014 (£)	Receipts and payments from 1 March 2014 to 12 July 2014 (£)	Total receipts and payment to 12 July 2014 (£)
Floating charge receipts			
Sale of business - first instalment	48,600.00	0 00	48,600 00
Sale of business - second instalment	34,838 64	0 00	34,838 64
Sale of business - third instalment	0 00	16,200 00	16,200 00
Rental income#	8,903.64	20,348.39	29,252 03
Balance at bank	18,213.00	500 00	18,713 00
Third party funds	0.00	9,212 35	9,212 35
Refunds	0.00	1,500 00	1,500 00
Interest received gross	4.15	214.50	218 65
Refund of bank charges	0 00	92 49	92 49
	110,559.43	48,067 73	158,627 16
Floating charge payments			
Net wages	766.77	0 00	766 77
PAYE & NIC	42.04	0 00	42 04
Employee expenses	1,128 98	0 00	1,128 98
Storage costs	67.50	927 27	994 77
Statutory advertising	37 91	0 00	37 91
Legal fees	0 00	5,196 95	5,196 95
Legal disbursements	0 00	138 94	138 94
Pre-appointment legal fees	0 00	7,188 96	7,188 96
Pre-appointment legal disbursements	0.00	90 11	90 11
Statement of affairs costs	0 00	1,020 40	1,020 40
Bank charges	136 32	303 66	439.98
	2,179.52	14,866 29	17,045 81
VAT account (including trading account)	1,759.65	1,457 14	3,216 79
Balance at bank	110,139 56	34,658 58	144,798.14

Some of this rent is payable to a third party

3. Receipts and payments account for the period from 13 January 2014 to 12 July 2014

JCW Air Conditioning Limited

	Balance brought forward as at 28 February 2014 (£)	Receipts and payments from 1 March 2014 to 12 July 2014 (£)	Total receipts and payment to 12 July 2014 (£)
Floating charge receipts			
Sale of business	5,000.00	0.00	5,000 00
Rental income~	9,074 66	2,134.00	11,208 66
Book debts	226,614.86	187,779 65	414,394 51
Third party funds^	11,194 09	49,887 03	61,081.12
Insurance claims and refunds	1,274 17	0 00	1,274 17
Balance at bank	31,595 46	750.00	32,345.46
Sale of motor vehicles	0 00	92,976.57	92,976 57
Loans and advances	0 00	21,176.98	21,176 98
Refunds	14,293 95	902.64	15,196 59
Business rates refunds	1,419.28	1,567.85	2,987 13
Interest received gross	3.56	294.95	298 51
	300,470 03	357,469.67	657,939 70
Floating charge payments			
Net wages	2,399 64	0.00	2,399 64
PAYE & NIC	366 31	0 00	366.31
Loans and advances#	21,176.98	0 00	21,176 98
Debt collection fees	97,595 21	88,054.79	185,650.00
Employee expenses	909 94	0.00	909.94
Employee related costs	0 00	5.93	5.93
Third party funds^	0 00	30,516.45	30,516 45
Agents' fees	0 00	2,300.00	2,300 00
Legal fees	0.00	13,705.68	13,705.68
Legal disbursements	0 00	366.42	366.42
Pre-appointment legal fees	0 00	18,959.12	18,959 12
Pre-appointment legal disbursements	0 00	237.64	237 64
Water rates	0.00	223.47	223.47
Rent	0 00	10,430 02	10,430 02
Storage costs	0 00	1,955 95	1,955 95
Statement of affairs costs	0 00	1,000 00	1,000 00
Statutory advertising	37 91	0 00	37 91
Bank charges	404 85	550.41	955 26
	122,890 84	168,305.88	291,196 72
VAT account (including trading account)	(19,119 29)	(13,285 85)	(32,405.14)
Balance at bank	158,459 90	175,877.94	334,337.84

~ This rent is payable to a third party.

^ These third party funds predominantly relate to the collection of JCWES book debts that have been paid in error into the JCW pre-admin account, and have been, or will be, returned

This relates to a loan to JCW Energy Services Limited, which has been repaid

4. Statement of expenses incurred from 13 January 2014 to 12 July 2014

Berkeley Environmental Services Limited

	Total expenses paid to 12 July 2014	Expenses outstanding at 12 July 2014	Total expenses to 12 July 2014
	£	£	£
Net wages	6,777 53	0 00	6,777 53
PAYE & NIC	2,599 91	0.00	2,599 91
Employee expenses	2,735 36	0 00	2,735.36
Debt collection fees	20,000 00	4,626 22	24,626.22
Bank charges	574 31	0 00	574.31
Statutory advertising	37 91	0 00	37 91
Legal fees	4,758.41	135 50	4,893 91
Legal disbursements	126.68	3.26	129.94
Agents' fees	0 00	500 00	500 00
Agents' disbursements	0.00	91 83	91.83
Cleaning and site clearance costs	250 00	0.00	250.00
Storage costs	1,216 24	0 00	1,216.24
Statement of affairs costs	1,020.40	0 00	1,020.40
Insurance	0.00	159 00	159.00
Administrators' category 1 expenses	0 00	458.07	458 07
Administrators' category 2 expenses	0 00	621 46	621 46
Administrators' remuneration	0 00	128,740.69	128,740 69
Approved pre-appointment fees and expenses	6,636 80	5,934 66	12,571.46
	46,733 55	141,270.69	188,004 24

BES, CAE, FSCH, FSI, FSM, HMA & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

4. Statement of expenses incurred from 13 January 2014 to 12 July 2014

CAE Realisations (2014) Limited

	Total expenses paid to 12 July 2014	Expenses outstanding at 12 July 2014	Total expenses to 12 July 2014
	£	£	£
Employee expenses	147 42	0 00	147 42
Bank charges	637 56	0 00	637.56
Statutory advertising	37 91	0.00	37.91
Legal fees	6,165.01	176 30	6,341 31
Legal disbursements	164 82	4 24	169.06
Agents' fees	0 00	500 00	500 00
Agents' disbursements	0 00	91 83	91.83
Storage costs	118.38	0 00	118 38
Statement of affairs	1,020 40	0 00	1,020.40
Insurance	0 00	53 00	53 00
Administrators' category 1 expenses	0 00	404 56	404.56
Administrators' category 2 expenses	0.00	418.02	418 02
Administrators' remuneration	0 00	76,210.49	76,210.49
Approved pre-appointment fees and expenses	8,634 98	3,931 14	12,566.12
	16,926.48	81,789.58	98,716.06

4. Statement of expenses incurred from 13 January 2014 to 12 July 2014

Four Seasons Control Holdings Limited

	Total expenses paid to 12 July 2014	Expenses outstanding at 12 July 2014	Total expenses to 12 July 2014
	£	£	£
Retention of title payments	3,000.00	0 00	3,000 00
Statement of affairs costs	500.00	0 00	500 00
Employee expenses	83 33	0.00	83 33
Parking charges	120.93	0.00	120 93
Bank charges	48.09	0.00	48 09
Insurance	0 00	53 00	53.00
Legal fees	0 00	103.45	103.45
Legal disbursements	0.00	2 49	2 49
Agents' fees	0.00	500 00	500 00
Agents' disbursements	0.00	91.83	91.83
Administrators' category 1 expenses	0 00	391.32	391.32
Administrators' category 2 expenses	0 00	105.88	105 88
Administrators' remuneration	0 00	32,662.84	32,662 84
	3,752 35	33,910.81	37,663 16

4. Statement of expenses incurred from 13 January 2014 to 12 July 2014

Four Seasons Installation Limited

	Total expenses paid to 12 July 2014	Expenses outstanding at 12 July 2014	Total expenses to 12 July 2014
	£	£	£
Employee expenses	669.50	0.00	669 50
Utility payments	384 08	0.00	384 08
Storage costs	470.30	0.00	470 30
Statutory advertising	37.91	0 00	37 91
Bank charges	302 59	0.00	302 59
Legal fees	11,361.96	324.91	11,686 87
Legal disbursements	303 76	7.81	311 57
Agents' fees	0.00	500 00	500 00
Agents' disbursements	0.00	91.83	91 83
Statement of affairs costs	1,020.40	0.00	1,020 40
Insurance	0.00	53 00	53 00
Administrators' category 1 expenses	0.00	2,447 29	2,447 29
Administrators' category 2 expenses	0 00	316.78	316 78
Administrators' remuneration	0.00	101,821.34	101,821 34
Approved pre-appointment fees and expenses	15,914.04	5,266 81	21,180 85
	30,464.54	110,829 77	141,294 31

4. Statement of expenses incurred from 13 January 2014 to 12 July 2014

Four Seasons Maintenance Limited

	Total expenses paid to 12 July 2014	Expenses outstanding at 12 July 2014	Total expenses to 12 July 2014
	£	£	£
Rent payment	4,384.00	0.00	4,384.00
Debt collection fees	176,034.72	0.00	176,034.72
Employee expenses	855.02	0.00	855.02
Storage costs	729.09	0.00	729.09
Statutory advertising	37.91	0.00	37.91
Bank charges	1,215.47	0.00	1,215.47
Legal fees	14,786.58	176.30	14,962.88
Legal disbursements	324.24	4.24	328.48
Agents' fees	0.00	500.00	500.00
Agents' disbursements	0.00	91.83	91.83
Cleaning and site clearance costs	250.00	0.00	250.00
Telephone and fax	2,130.80	0.00	2,130.80
Statement of affairs	1,000.00	0.00	1,000.00
Insurance	0.00	265.00	265.00
Administrators' category 1 expenses	0.00	1,419.66	1,419.66
Administrators' category 2 expenses	0.00	536.20	536.20
Administrators' remuneration	0.00	149,235.29	149,235.29
Approved pre- appointment fees and expenses	8,634.98	6,936.39	15,571.37
	210,382.81	159,164.91	369,547.72

4. Statement of expenses incurred from 13 January 2014 to 12 July 2014

HM Air Cooling Limited

	Total expenses paid to 12 July 2014	Expenses outstanding at 12 July 2014	Total expenses to 12 July 2014
	£	£	£
Net wages	766.77	0 00	766.77
PAYE & NIC	42 04	0 00	42 04
Employee expenses	1,128 98	0.00	1,128 98
Storage costs	994.77	0.00	994 77
Statutory advertising	37.91	0 00	37 91
Legal fees	5,196.95	148.61	5,345 56
Legal disbursements	138.94	3 57	142 51
Agents' fees	0 00	500 00	500 00
Agents' disbursements	0 00	91 83	91 83
Statement of affairs costs	1,020 40	0.00	1,020 40
Bank charges	439 98	0.00	439 98
Insurance	0 00	159.00	159 00
Administrators' category 1 expenses	0 00	2,322.24	2,322 24
Administrators' category 2 expenses	0 00	338 23	338 23
Administrators' remuneration	0 00	101,069 94	101,069 94
Approved pre-appointment fees and expenses	7,279 07	4,932 89	12,211 96
	17,045.81	109,566 31	126,612 12

4. Statement of expenses incurred from 13 January 2014 to 12 July 2014

JCW Air Conditioning Limited

	Total expenses paid to 12 July 2014	Expenses outstanding at 12 July 2014	Total expenses to 12 July 2014
	£	£	£
Net wages	2,399 64	0 00	2,399 64
PAYE & NIC	366 31	0 00	366 31
Debt collection fees	185,650.00	0 00	185,650 00
Employee expenses	909 94	0 00	909 94
Employee related costs	5 93	0 00	5.93
Agents' fees	2,300 00	0 00	2,300 00
Legal fees	13,705 68	391 93	14,097 61
Legal disbursements	366 42	9 42	375.84
Agents' fees	0.00	500 00	500 00
Agents' disbursements	0.00	91 83	91 83
Water rates	223 47	0.00	223.47
Rent	10,430 02	0 00	10,430.02
Storage costs	1,955 95	0 00	1,955.95
Statement of affairs costs	1,000 00	0 00	1,000 00
Statutory advertising	37 91	0 00	37.91
Bank charges	955 26	0 00	955 26
Insurance	0 00	212 00	212 00
Administrators' category 1 expenses	0 00	3,842.55	3,842 55
Administrators' category 2 expenses	0.00	552.38	552 38
Administrators' remuneration	0.00	188,490 74	188,490 74
Approved pre-appointment fees and expenses	19,196 76	8,272 06	27,468.82
	239,503 29	202,362 91	441,886 20

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Berkeley Environmental Services Limited - Analysis of time costs for the period from 13 January 2014 to 12 July 2014

Aspect of assignment	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £
1 Strategy & Planning	1 00	-	0 25	8 50	0 45	0 52	-	10.72	4,171.69	389 15
2 Secured creditors	-	9 00	0 80	1 20	-	-	-	11.00	6,976.80	634 25
3 Assets	-	11 00	27 05	96 00	5 95	0 10	-	140.10	56,115.25	400 54
4 Investigations	-	-	-	2 40	2 50	-	-	4.90	1,506.20	307 39
5 Creditors	-	-	0 60	2 50	16 95	-	9 85	29.90	6,360.30	212 72
6 Accounting and treasury	-	-	2 73	3 80	18 40	18 42	-	43.35	10,035.29	231 49
7 Statutory and compliance	-	2 50	4 03	16 55	32 60	6 73	4 40	66.81	20,553.91	307 65
8 Tax & VAT	-	-	-	1 10	10 20	4 00	-	15.30	3,876.15	253 34
9 Employees & pensions	-	-	3 00	10 05	52 50	-	-	65.55	19,145.10	292 07
Total for the period	1.0	22.5	38.5	142.1	139.6	29.8	14.3	387.63	128,740.69	332.12

In the period covered by this report the major areas of work have been

Strategy & planning

- Setting initial strategy following administration appointment,
- Completion of statutory internal procedures,
- Team discussions and updates regarding progress and strategy,
- Team conference calls to discuss case progression,
- Timecost monitoring and analysis

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Secured creditors

- Reporting to and liaison with the secured creditors,
- Completion of estimated outcome statements for the secured creditors

Assets

- Interaction and liaison with the purchaser of the Company to finalise certain matters,
- Overseeing and reviewing book debt collection,
- Collection of book debts and reconciliations of the accounts,
- Liaising with debtors;
- Recording debtor receipts,
- Liaising with purchaser regarding accounts,
- Payments made regarding debtor collections (commission),
- Dealing with property matters including lease agreements and lease payments,
- Arranging the vacation of site;
- Reviewing and finalising insurance position,
- Calls regarding third party assets Resolving the position.

Investigations

- Initial letters sent to directors, including questionnaires;
- Completion of the statutory CDDA return,
- Review of information including questionnaires and calls to discuss details in relation to the CDDA return;

Creditors

- Creditor queries dealt with by telephone, email and by post;
- Liaising with RPO regarding the preferential creditor claims,
- Preferential creditor claim agreement process commenced,
- Creditor claims received, recorded address information;
- Initial letters to creditors sent, returned post dealt with and re-sent where a new address is located.

Accounting and treasury

- Setting up bank accounts,
- Reconciliation of the bank accounts;
- Raising and despatching payments of expenses,

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

- Undertakings and supplier matters finalised,
- Liaising with suppliers,
- Recording receipts and processing payments of expenses,
- Estimated outcome statements prepared,
- Recording receipts and sweeps from the pre-appointment bank account

Statutory and compliance

- Initial letters completed and recorded,
- Completion of the SIP16 notice to creditors,
- Producing the administrators' proposals,
- Circulation of form 2.18 to confirm that the administrators' proposals were approved,
- Estimated outcome statements prepared,
- Reviewing post,
- Fee approval documents prepared and circulated to the relevant class of creditor,
- Completion of internal compliance procedures,
- Case progression meetings,
- Arranging and reviewing insurance position

Tax & VAT

- Initial VAT review completed,
- Initial tax review undertaken including the review of prior tax computations,
- Commencement of the quarterly VAT return preparation;
- Preparing initial tax returns

Employees & pensions

- Collecting and recording all employee information,
- Liaison with company finance and payroll team,
- Initial notices prepared and sent to employees including TUPE transfer letters;
- Recording returned information from former employees,
- Reviewing the Redundancy Payments Office information and queries,
- Redundancy related forms prepared, completed and circulated;
- Initial pensions checks completed and recorded,
- Pension information reviewed and relevant documentation prepared circulated,
- Pension forms collected and documented,
- Dealing with pension related claims

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Charge out rate summary for the period 13 January 2014 to 30 June 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	775	680	525	444	370	230	112

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	555	465	405	320	240	152	112

Charge out rate summary for the period 1 July 2014 to 12 July 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	795	695	540	460	380	240	120

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	575	480	415	330	250	160	120

5. Analysis of the Administrators' remuneration and Category 2 disbursements

All staff who work on this assignment (including cashiers, support and secretarial staff) charge time directly to the assignment and are included within any analysis of time charged. Each grade of staff is allocated an hourly charge out rate which is reviewed from time to time. Work undertaken by cashiers, support and secretarial staff is charged for separately and is not included in the hourly rates charged by partners or other members of staff. Time is charged by reference to actual work carried out on the assignment in 6 minute units. The minimum time chargeable is 3 minutes (1 e. 0 5 units)

Category 1 disbursements

All Category 1 disbursements will be charged at cost. Disbursements of £621 46 were incurred during this period.

Category 2 disbursements

	Costs incurred in the period to 12 July 2014 (£)
Photocopying	63 79
At 5 pence per sheet copied, only charged for circulars to creditors and other bulk copying	
Mileage	394 28
At a maximum of 71 pence per mile (up to 2,000cc) or 90 pence per mile (over 2,000cc)	
Total	458 07

5. Analysis of the Administrators' remuneration and Category 2 disbursements

CAE Realisations (2014) Limited - Analysis of time costs for the period from 13 January 2014 to 12 July 2014

Aspect of assignment	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £
1 Strategy & Planning	1 00	-	-	8 40	0 90	0 82	-	11.12	4,223.54	379 81
2 Secured creditors	-	9 00	1 60	1 00	-	-	-	11.60	7,212.00	621 72
3 Assets	-	11 00	6 65	53 30	0 75	0 30	-	72.00	29,891.65	415 16
4 Investigations	-	-	-	1 70	2 00	-	-	3.70	1,075.40	290 65
5 Creditors	-	-	-	0 55	2 35	-	6 95	9.85	1,426.50	144 82
6 Accounting and treasury	-	-	1 71	3 80	17 30	16 87	-	39.68	8,998.64	226 78
7 Statutory and compliance	-	3 00	4 43	16 25	26.45	6 73	3 40	60.26	19,442.11	322 64
8 Tax & VAT	-	-	-	0 10	8 05	3 00	-	11.15	2,750.65	246 70
9 Employees & pensions	-	-	-	2 10	0 90	-	0 50	3.50	1,190.00	340 00
Total for the period	1.0	23.0	14.4	87.2	58.7	27.7	10.9	222.86	76,210.49	341.97

In the period covered by this report the major areas of work have been

Strategy & planning

- Setting initial strategy following administration appointment,
- Completion of statutory internal procedures,
- Team discussions and updates regarding progress and strategy,
- Team conference calls to discuss case progression,
- Timcost monitoring and analysis

BES, CAE, FSCCH, FSI, FSM, HMAAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Secured creditors

- Reporting to and liaison with the secured creditors,
- Completion of estimated outcome statements for the secured creditors

Assets

- Overseeing and reviewing book debt collection,
- Collection of book debts and reconciliations of the accounts,
- Liaising with debtors,
- Recording debtor receipts;
- Liaising with purchaser regarding accounts;
- Payments made regarding debtor collections (commission);
- Dealing with property matters including lease agreements and lease payments,
- Arranging the vacation of one site,
- Arranging license to occupy of another site and subsequent site vacation;
- Reviewing and finalising insurance position,
- Calls regarding third party assets Resolving the position

Investigations

- Initial letters sent to directors, including questionnaires,
- Completion of the statutory CDDA return;
- Review of information including questionnaires and calls to discuss details in relation to the CDDA return,

Creditors

- Creditor queries dealt with by telephone, email and by post,
- Reviewing retention of title claims;
- Creditor claims received, recorded address information,
- Initial letters to creditors sent, returned post dealt with and re-sent where a new address is located

Accounting and treasury

- Setting up bank accounts,
- Reconciliation of the bank accounts;
- Raising and despatching payments of expenses;

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

- Undertakings and supplier matters finalised,
- Liaising with suppliers,
- Recording receipts and processing payments of expenses,
- Estimated outcome statements prepared,

Statutory and compliance

- Initial letters completed and recorded,
- Completion of the SIP16 notice to creditors,
- Producing the administrators' proposals,
- Circulation of form 2 18 to confirm that the administrators' proposals were approved,
- Estimated outcome statements prepared;
- Ensuring the collection of books and records was completed;
- Reviewing post;
- Fee approval documents prepared and circulated to the relevant class of creditor,
- Completion of internal compliance procedures,
- Case progression meetings,
- Arranging and reviewing insurance position

Tax & VAT

- Initial VAT review completed,
- Initial tax review undertaken including the review of prior tax computations,
- Commencement of the quarterly VAT return preparation,
- Preparing initial tax returns,

Employees & pensions

- Collecting and recording all employee information;
- Liaison with company finance and payroll team,
- Initial notices prepared and sent to employees including TUPE transfer letters,
- Recording returned information from former employees,
- Initial pensions checks completed and recorded

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Charge out rate summary for the period 13 January 2014 to 30 June 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	775	680	525	444	370	230	112

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	555	465	405	320	240	152	112

Charge out rate summary for the period 1 July 2014 to 12 July 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	795	695	540	460	380	240	120

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	575	480	415	330	250	160	120

5. Analysis of the Administrators' remuneration and Category 2 disbursements

All staff who work on this assignment (including cashiers, support and secretarial staff) charge time directly to the assignment and are included within any analysis of time charged. Each grade of staff is allocated an hourly charge out rate which is reviewed from time to time. Work undertaken by cashiers, support and secretarial staff is charged for separately and is not included in the hourly rates charged by partners or other members of staff. Time is charged by reference to actual work carried out on the assignment in 6 minute units. The minimum time chargeable is 3 minutes (i.e. 0.5 units)

Category 1 disbursements

All Category 1 disbursements will be charged at cost. Disbursements of £404.56 were incurred during this period.

Category 2 disbursements

	Costs incurred in the period to 12 July 2014 (£)
Photocopying	At 5 pence per sheet copied, only charged for circulars to creditors and other bulk copying. 34.57
Mileage	At a maximum of 71 pence per mile (up to 2,000cc) or 90 pence per mile (over 2,000cc) 383.45
Total	418.02

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Four Seasons Control Holdings Limited - Analysis of time costs for the period from 13 January 2014 to 12 July 2014

Aspect of assignment	Partner	Director	Senior Manager	Senior Manager	Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £
1 Strategy & Planning	-	-	-	3 65	0 05	8.72	-	12.42	3,227.24	259 84
2 Secured creditors	-	1 00	0 90	-	-	-	-	1.90	1,049.50	552 37
3 Assets	-	0 50	0 20	0 40	2 45	0 10	-	3.65	1,202.40	329 42
4 Investigations	-	-	-	1 35	2 00	-	-	3.35	918.50	274 18
5 Creditors	-	-	-	-	4 40	-	2 10	6.50	1,349.50	207 62
6 Accounting and treasury	-	-	0 06	0 55	4 40	3 92	-	8.93	1,821.04	203 92
7 Statutory and compliance	-	2 00	3 63	3 80	24 25	5 98	1 50	41.16	11,576.51	281.26
8 Tax & VAT	-	-	-	1 40	10 25	11 90	-	23.55	4,799.75	203 81
9 Employees & pensions	-	-	-	1 90	23 70	-	-	25.60	6,718.40	262 44
Total for the period	-	3.50	4.79	13.05	71.50	30.62	3.60	127.06	32,662.84	257.07

In the period covered by this report the major areas of work have been.

Strategy & planning

- Setting initial strategy following administration appointment,
- Completion of statutory internal procedures,
- Team discussions and updates regarding progress and strategy,
- Team conference calls to discuss case progression,
- Timcost monitoring and analysis

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Secured creditors

- Reporting to and liaison with the secured creditors,

Assets

- Completion of the sale of computer servers,
- Reviewing and finalising insurance position,
- Reviewing retention of title claims;

Investigations

- Initial letters sent to directors, including questionnaires,
- Completion of the statutory CDDA return;
- Review of information including questionnaires and calls to discuss details in relation to the CDDA return,

Creditors

- Creditor queries dealt with by telephone, email and by post,
- Liaising with RPO regarding the preferential creditor claims,
- Creditor claims received, recorded address information;
- Initial letters to creditors sent, returned post dealt with and re-sent where a new address is located

Accounting and treasury

- Setting up bank accounts;
- Reconciliation of the bank accounts;
- Raising and despatching payments of expenses;
- Recording receipts and processing payments of expenses

Statutory and compliance

- Initial letters completed and recorded,
- Completion of the SIP16 notice to creditors,
- Producing the administrators' proposals,
- Circulation of form 2 18 to confirm that the administrators' proposals were approved,
- Reviewing post,
- Fee approval documents prepared and circulated to the relevant class of creditor,

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

- Completion of internal compliance procedures,
- Case progression meetings,
- Arranging and reviewing insurance position.

Tax & VAT

- Initial VAT review completed,
- Initial tax review undertaken including the review of prior tax computations,
- Commencement of the quarterly VAT return preparation;
- Preparing initial tax returns

Employees & pensions

- Collecting and recording all employee information,
- Liaison with company finance and payroll team,
- Initial notices prepared and sent to employees including TUPE transfer letters,
- Recording returned information from former employees,
- Reviewing the Redundancy Payments Office information and queries,
- Redundancy related forms prepared, completed and circulated,
- Initial pensions checks completed and recorded

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Charge out rate summary for the period 13 January 2014 to 30 June 2014 (£/hr)

London rates

Current charge out rates per hour - All staff	Partner 775	Director 680	Senior Manager 525	Manager 444	Senior Associate 370	Associate 230	Secretarial 112
--	----------------	-----------------	--------------------------	----------------	----------------------------	------------------	--------------------

Regional rates

Current charge out rates per hour - All staff	Partner 555	Director 465	Senior Manager 405	Manager 320	Senior Associate 240	Associate 152	Secretarial 112
--	----------------	-----------------	--------------------------	----------------	----------------------------	------------------	--------------------

Charge out rate summary for the period 1 July 2014 to 12 July 2014 (£/hr)

London rates

Current charge out rates per hour - All staff	Partner 795	Director 695	Senior Manager 540	Manager 460	Senior Associate 380	Associate 240	Secretarial 120
--	----------------	-----------------	--------------------------	----------------	----------------------------	------------------	--------------------

Regional rates

Current charge out rates per hour - All staff	Partner 575	Director 480	Senior Manager 415	Manager 330	Senior Associate 250	Associate 160	Secretarial 120
--	----------------	-----------------	--------------------------	----------------	----------------------------	------------------	--------------------

5. Analysis of the Administrators' remuneration and Category 2 disbursements

All staff who work on this assignment (including cashiers, support and secretarial staff) charge time directly to the assignment and are included within any analysis of time charged. Each grade of staff is allocated an hourly charge out rate which is reviewed from time to time. Work undertaken by cashiers, support and secretarial staff is charged for separately and is not included in the hourly rates charged by partners or other members of staff. Time is charged by reference to actual work carried out on the assignment in 6 minute units. The minimum time chargeable is 3 minutes (i.e. 0.5 units).

Category 1 disbursements

All Category 1 disbursements will be charged at cost. Disbursements of £391.32 were incurred during this period.

Category 2 disbursements

	Costs incurred in the period to 12 July 2014 (£)
Photocopying	56.61
Mileage	49.27
Total	105.88

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Four Seasons Installation Limited - Analysis of time costs for the period from 13 January 2014 to 12 July 2014

Aspect of assignment	Partner	Director	Senior Manager	Manager	Associate	Senior Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £
1 Strategy & Planning	1.00	-	0.70	8.50	1.15	0.52	-	-	11.87	4,612.94	388.62
2 Secured creditors	-	3.00	3.50	1.00	0.50	-	-	-	8.00	4,086.50	510.81
3 Assets	-	5.00	17.15	54.15	3.70	0.10	-	-	80.10	32,257.15	402.71
4 Investigations	-	-	-	1.70	2.55	-	-	-	4.25	1,207.40	284.09
5 Creditors	-	-	0.25	0.70	11.00	0.15	-	33.00	45.10	6,007.95	133.21
6 Accounting and treasury	-	-	5.44	3.35	21.30	15.17	-	-	45.26	11,249.14	248.54
7 Statutory and compliance	-	4.50	3.98	17.60	37.55	6.98	6.70	-	77.31	25,146.86	325.27
8 Tax & VAT	-	-	-	1.10	11.80	2.30	-	-	15.20	3,829.65	251.95
9 Employees & pensions	-	-	2.65	6.60	38.70	-	-	-	47.95	13,423.75	279.95
Total for the period	1.0	12.5	33.7	94.7	128.3	25.2	39.7		335.04	101,821.34	303.91

In the period covered by this report the major areas of work have been

Strategy & planning

- Setting initial strategy following administration appointment,
- Completion of statutory internal procedures;
- Team discussions and updates regarding progress and strategy;
- Team conference calls to discuss case progression,
- Timcost monitoring and analysis.

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Secured creditors

- Reporting to and liaison with the secured creditors,
- Completion of estimated outcome statements for the secured creditors

Assets

- Interaction and liaison with the purchaser of the Company to finalise certain matters,
- Overseeing and reviewing book debt collection,
- Collection of book debts and reconciliations of the accounts,
- Liaising with debtors,
- Recording debtor receipts,
- Liaising with purchaser regarding accounts;
- Payments made regarding debtor collections (commission);
- Reviewing motor vehicle position;
- Making the necessary arrangements regarding vehicle collection,
- Dealing with property matters including lease agreements and lease payments,
- Reviewing property leases,
- Arranging the vacation of one site,
- Arranging license to occupy of another site and subsequent site vacation,
- Reviewing retention of title claims and liaising with ROT creditors,
- Reviewing and finalising insurance position;
- Calls regarding third party assets Resolving the position.

Investigations

- Initial letters sent to directors, including questionnaires,
- Completion of the statutory CDDA return,
- Review of information including questionnaires and calls to discuss details in relation to the CDDA return,

Creditors

- Creditor queries dealt with by telephone, email and by post;
- Liaising with RPO regarding the preferential creditor claims,
- Preferential creditor claim agreement process commenced,
- Creditor claims received, recorded address information,
- Initial letters to creditors sent, returned post dealt with and re-sent where a new address is located

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Accounting and treasury

- Setting up bank accounts,
- Reconciliation of the bank accounts,
- Raising and despatching payments of expenses,
- Undertakings and supplier matters finalised,
- Liaising with suppliers,
- Recording receipts and processing payments of expenses,
- Estimated outcome statements prepared,
- Recording receipts and sweeps from the pre-appointment bank account

Statutory and compliance

- Initial letters completed and recorded,
- Completion of the SIP16 notice to creditors,
- Producing the administrators' proposals;
- Circulation of form 2 18 to confirm that the administrators' proposals were approved,
- Estimated outcome statements prepared;
- Reviewing post,
- Fee approval documents prepared and circulated to the relevant class of creditor,
- Completion of internal compliance procedures,
- Case progression meetings,
- Arranging and reviewing insurance position.

Tax & VAT

- Initial VAT review completed,
- Initial tax review undertaken including the review of prior tax computations;
- Commencement of the quarterly VAT return preparation,
- Preparing initial tax returns.

Employees & pensions

- Collecting and recording all employee information,
- Liaison with company finance and payroll team,
- Initial notices prepared and sent to employees including TUPE transfer letters;
- Recording returned information from former employees,
- Reviewing the Redundancy Payments Office information and queries,

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

- Redundancy related forms prepared, completed and circulated;
- Initial pensions checks completed and recorded;
- Pension information reviewed and relevant documentation prepared circulated,
- Pension forms collected and documented and dealing with pension related claims ,

Charge out rate summary for the period 13 January 2014 to 30 June 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	775	680	525	444	370	230	112

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	555	465	405	320	240	152	112

Charge out rate summary for the period 1 July 2014 to 12 July 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	795	695	540	460	380	240	120

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	575	480	415	330	250	160	120

5. Analysis of the Administrators' remuneration and Category 2 disbursements

All staff who work on this assignment (including cashiers, support and secretarial staff) charge time directly to the assignment and are included within any analysis of time charged. Each grade of staff is allocated an hourly charge out rate which is reviewed from time to time. Work undertaken by cashiers, support and secretarial staff is charged for separately and is not included in the hourly rates charged by partners or other members of staff. Time is charged by reference to actual work carried out on the assignment in 6 minute units. The minimum time chargeable is 3 minutes (i.e. 0.5 units).

Category 1 disbursements

All Category 1 disbursements will be charged at cost. Disbursements of £2,447.29 were incurred during this period.

Category 2 disbursements

	Costs incurred in the period to 12 July 2014 (£)
Photocopying	2.49
Mileage	314.29
Total	<u>316.78</u>

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Four Seasons Maintenance Limited - Analysis of time costs for the period from 13 January 2014 to 12 July 2014

Aspect of assignment	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £
1 Strategy & Planning	1.00	-	0.80	8.50	0.45	0.52	-	11.27	4,394.44	389.92
2 Secured creditors	-	10.00	-	1.00	0.50	-	-	11.50	7,429.00	646.00
3 Assets	-	9.00	18.60	156.95	4.15	0.10	-	188.80	74,320.70	393.65
4 Investigations	-	-	-	1.70	2.55	-	-	4.25	1,207.40	284.09
5 Creditors	-	-	0.10	0.85	4.90	0.50	33.00	39.35	4,463.60	113.43
6 Accounting and treasury	-	-	1.41	4.35	22.45	21.37	-	49.58	11,432.29	230.58
7 Statutory and compliance	-	12.50	4.08	16.05	27.65	6.83	3.80	70.91	26,093.76	367.98
8 Tax & VAT	-	-	6.50	6.10	17.85	10.65	-	41.10	12,867.50	313.08
9 Employees & pensions	-	-	-	3.90	20.85	-	1.00	25.75	7,026.60	272.88
Total for the period	1.0	31.5	31.5	199.4	101.4	40.0	37.8	442.51	149,235.29	337.25

In the period covered by this report the major areas of work have been

Strategy & planning

- Setting initial strategy following administration appointment,
- Completion of statutory internal procedures;
- Team discussions and updates regarding progress and strategy,
- Team conference calls to discuss case progression,
- Timecost monitoring and analysis

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Secured creditors

- Reporting to and liaison with the secured creditors,
- Completion of estimated outcome statements for the secured creditors

Assets

- Interaction and liaison with the purchaser of the Company to finalise certain matters,
- Overseeing and reviewing book debt collection,
- Collection of book debts and reconciliations of the accounts,
- Liaising with debtors,
- Recording debtor receipts,
- Liaising with purchaser regarding accounts,
- Payments made regarding debtor collections (commission),
- Reviewing motor vehicle position;
- Dealing with property matters including lease agreements and lease payments,
- Liaising with landlords of properties;
- Arranging the vacation of site;
- Reviewing retention of title claims and liaising with ROT creditors,
- Reviewing and finalising insurance position,
- Calls regarding third party assets. Resolving the position

Investigations

- Initial letters sent to directors, including questionnaires;
- Completion of the statutory CDDA return,
- Review of information including questionnaires and calls to discuss details in relation to the CDDA return;

Creditors

- Creditor queries dealt with by telephone, email and by post,
- Creditor claims received, recorded address information,
- Initial letters to creditors sent, returned post dealt with and re-sent where a new address is located

Accounting and treasury

- Setting up bank accounts,
- Reconciliation of the bank accounts;
- Raising and despatching payments of expenses,

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

- Undertakings and supplier matters finalised,
- Liaising with suppliers,
- Recording receipts and processing payments of expenses,
- Estimated outcome statements prepared,
- Recording receipts and sweeps from the pre-appointment bank account

Statutory and compliance

- Initial letters completed and recorded,
- Completion of the SIP16 notice to creditors,
- Producing the administrators' proposals,
- Circulation of form 2.18 to confirm that the administrators' proposals were approved,
- Estimated outcome statements prepared;
- Reviewing post,
- Fee approval documents prepared and circulated to the relevant class of creditor,
- Completion of internal compliance procedures,
- Case progression meetings,
- Arranging and reviewing insurance position

Tax & VAT

- Initial VAT review completed,
- Initial tax review undertaken including the review of prior tax computations,
- Commencement of the quarterly VAT return preparation,
- Preparing initial tax returns

Employees & pensions

- Collecting and recording all employee information,
- Liaison with company finance and payroll team,
- Initial notices prepared and sent to employees including TUPE transfer letters;
- Recording returned information from former employees,
- Initial pensions checks completed and recorded,
- Pension information reviewed and relevant documentation prepared circulated,
- Dealing with pension related claims

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Charge out rate summary for the period 13 January 2014 to 30 June 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	775	680	525	444	370	230	112

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	555	465	405	320	240	152	112

Charge out rate summary for the period 1 July 2014 to 12 July 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	795	695	540	460	380	240	120

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	575	480	415	330	250	160	120

5. Analysis of the Administrators' remuneration and Category 2 disbursements

All staff who work on this assignment (including cashiers, support and secretarial staff) charge time directly to the assignment and are included within any analysis of time charged. Each grade of staff is allocated an hourly charge out rate which is reviewed from time to time. Work undertaken by cashiers, support and secretarial staff is charged for separately and is not included in the hourly rates charged by partners or other members of staff. Time is charged by reference to actual work carried out on the assignment in 6 minute units. The minimum time chargeable is 3 minutes (i.e. 0.5 units).

Category 1 disbursements

All Category 1 disbursements will be charged at cost. Disbursements of £1,419.66 were incurred during this period.

Category 2 disbursements

	Costs incurred in the period to 12 July 2014 (£)
Photocopying	At 5 pence per sheet copied, only charged for circulars to creditors and other bulk copying 0.00
Mileage	At a maximum of 71 pence per mile (up to 2,000cc) or 90 pence per mile (over 2,000cc) 536.20
Total	<u>536.20</u>

5. Analysis of the Administrators' remuneration and Category 2 disbursements

HM Air Cooling Limited - Analysis of time costs for the period from 13 January 2014 to 12 July 2014

Aspect of assignment	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £
1 Strategy & Planning	1 00	-	0 40	8 50	1 15	0 52	-	11.57	4,491.44	388 20
2 Secured creditors	-	2 00	0 50	1 20	-	-	-	3.70	2,095.30	566 30
3 Assets	-	6 00	12 40	63 45	13 10	0 10	-	95.05	37,276.20	392 17
4 Investigations	-	-	1 25	3 70	2 30	-	-	7.25	2,691.65	371 26
5 Creditors	-	-	0 50	0 80	12 90	-	36 20	50.40	7,099.40	140 86
6 Accounting and treasury	-	-	1 26	4 45	18 90	14 67	-	39.28	9,896.14	251 94
7 Statutory and compliance	-	3 00	6 03	18 20	35 50	6 78	10 00	79.51	24,616.31	309 60
8 Tax & VAT	-	-	-	2 00	9 60	2 20	-	13.80	3,789.60	274 61
9 Employees & pensions	-	-	1 70	5 00	22 95	-	1 50	31.15	9,113.90	292 58
Total for the period	1.0	11.0	24.0	107.3	116.4	24.3	47.7	331.71	101,069.94	304.69

In the period covered by this report the major areas of work have been:

Strategy & planning

- Setting initial strategy following administration appointment,
- Completion of statutory internal procedures,
- Team discussions and updates regarding progress and strategy;
- Team conference calls to discuss case progression;
- Timecost monitoring and analysis

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Secured creditors

- Reporting to and liaison with the secured creditors;
- Completion of estimated outcome statements for the secured creditors

Assets

- Interaction and liaison with the purchaser of the Company to finalise certain matters;
- Overseeing and reviewing book debt collection;
- Collection of book debts and reconciliations of the accounts;
- Liaising with debtors;
- Recording debtor receipts;
- Liaising with purchaser regarding accounts;
- Payments made regarding debtor collections (commission);
- Dealing with property matters including lease agreements and lease payments;
- Reviewing property leases;
- Arranging the vacation of one site;
- Arranging license to occupy of another site and subsequent site vacation;
- Reviewing retention of title claims and liaising with ROT creditors;
- Reviewing and finalising insurance position;
- Calls regarding third party assets. Resolving the position

Investigations

- Initial letters sent to directors, including questionnaires;
- Completion of the statutory CDDA return;
- Review of information including questionnaires and calls to discuss details in relation to the CDDA return;

Creditors

- Creditor queries dealt with by telephone, email and by post;
- Liaising with RPO regarding the preferential creditor claims;
- Preferential creditor claim agreement process commenced;
- Creditor claims received, recorded address information;
- Initial letters to creditors sent, returned post dealt with and re-sent where a new address is located

Accounting and treasury

- Setting up bank accounts;

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

- Reconciliation of the bank accounts;
- Raising and despatching payments of expenses;
- Undertakings and supplier matters finalised,
- Recording receipts and processing payments of expenses,
- Estimated outcome statements prepared,
- Recording receipts and sweeps from the pre-appointment bank account

Statutory and compliance

- Initial letters completed and recorded;
- Completion of the SIP16 notice to creditors,
- Producing the administrators' proposals;
- Circulation of form 2 18 to confirm that the administrators' proposals were approved,
- Estimated outcome statements prepared;
- Reviewing post,
- Fee approval documents prepared and circulated to the relevant class of creditor,
- Completion of internal compliance procedures,
- Case progression meetings;
- Arranging and reviewing insurance position.

Tax & VAT

- Initial VAT review completed,
- Initial tax review undertaken including the review of prior tax computations,
- Commencement of the quarterly VAT return preparation,
- Preparing initial tax returns

Employees & pensions

- Collecting and recording all employee information,
- Liaison with company finance and payroll team,
- Initial notices prepared and sent to employees including TUPE transfer letters,
- Recording returned information from former employees,
- Reviewing the Redundancy Payments Office information and queries,
- Redundancy related forms prepared, completed and circulated,
- Initial pensions checks completed and recorded,
- Pension information reviewed and relevant documentation prepared circulated,
- Pension forms collected and documented,
- Dealing with pension related claims

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Charge out rate summary for the period 13 January 2014 to 30 June 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	775	680	525	444	370	230	112

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	555	465	405	320	240	152	112

Charge out rate summary for the period 1 July 2014 to 12 July 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	795	695	540	460	380	240	120

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	575	480	415	330	250	160	120

5. Analysis of the Administrators' remuneration and Category 2 disbursements

All staff who work on this assignment (including cashiers, support and secretarial staff) charge time directly to the assignment and are included within any analysis of time charged. Each grade of staff is allocated an hourly charge out rate which is reviewed from time to time. Work undertaken by cashiers, support and secretarial staff is charged for separately and is not included in the hourly rates charged by partners or other members of staff. Time is charged by reference to actual work carried out on the assignment in 6 minute units. The minimum time chargeable is 3 minutes (i.e. 0.5 units).

Category 1 disbursements

All Category 1 disbursements will be charged at cost. Disbursements of £2,322.24 were incurred during this period. To date category 1 disbursements total £897.91.

Category 2 disbursements

	Costs incurred in the period to 12 July 2014 (£)
Photocopying	2.49
Mileage	335.74
Total	338.23

5. Analysis of the Administrators' remuneration and Category 2 disbursements

JCW Air Conditioning Limited - Analysis of time costs for the period from 13 January 2014 to 12 July 2014

Aspect of assignment	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £
1 Strategy & Planning	1 00	-	0 45	8 50	3 95	0 52	-	14.42	5,157.69	357 68
2 Secured creditors	-	2 00	2 00	1 00	-	-	-	5.00	2,614.00	522 80
3 Assets	-	9 00	31 45	174 55	62 15	0 10	-	277.25	107,476.95	387 65
4 Investigations	-	-	-	1 70	4 50	-	-	6.20	1,675.40	270.23
5 Creditors	-	-	0 35	0 80	24 00	1 75	45 40	72.30	10,460.15	144 68
6 Accounting and treasury	-	-	3 09	4 65	34 75	23 37	-	65.86	15,876.89	241 07
7 Statutory and compliance	-	2 50	5 08	16 70	30 10	7 18	16 90	78.46	21,917.96	279 35
8 Tax & VAT	-	-	-	0 80	8 35	2 20	-	11.35	2,947.70	259 71
9 Employees & pensions	-	-	2 50	10 40	59.75	-	1.50	74.15	20,364.00	274.63
Total for the period	1.0	13.5	44.9	219.1	227.6	35.1	63.8	604.99	188,490.74	311.56

In the period covered by this report the major areas of work have been

Strategy & planning

- Setting initial strategy following administration appointment,
- Completion of statutory internal procedures;
- Team discussions and updates regarding progress and strategy;
- Team conference calls to discuss case progression,
- Timecost monitoring and analysis.

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Secured creditors

- Reporting to and liaison with the secured creditors,
- Completion of estimated outcome statements for the secured creditors

Assets

- Interaction and liaison with the purchaser of the Company to finalise certain matters,
- Overseeing and reviewing book debt collection,
- Collection of book debts and reconciliations of the accounts;
- Liaising with debtors and recording debtor receipts,
- Liaising with purchaser regarding accounts,
- Payments made regarding debtor collections (commission),
- Reviewing motor vehicle position;
- Making the necessary arrangements regarding vehicle collection,
- Sale of certain motor vehicles completed,
- Dealing with property matters including lease agreements and lease payments,
- Liaising with property utility companies,
- Reviewing retention of title claims and liaising with ROT creditors,
- Reviewing and finalising insurance position,
- Calls regarding third party assets Resolving the position

Investigations

- Initial letters sent to directors, including questionnaires,
- Completion of the statutory CDDA return,
- Review of information including questionnaires and calls to discuss details in relation to the CDDA return;

Creditors

- Creditor queries dealt with by telephone, email and by post,
- Liaising with RPO regarding the preferential creditor claims,
- Preferential creditor claim agreement process commenced,
- Creditor claims received, recorded address information,
- Initial letters to creditors sent, returned post dealt with and re-sent where a new address is located

Accounting and treasury

- Setting up bank accounts,

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

- Reconciliation of the bank accounts,
- Raising and despatching payments of expenses,
- Undertakings and supplier matters finalised and liaising with utility suppliers;
- Recording receipts and processing payments of expenses,
- Estimated outcome statements prepared,
- Recording receipts and sweeps from the pre-appointment bank account.

Statutory and compliance

- Initial letters completed and recorded,
- Completion of the SIP16 notice to creditors,
- Producing the administrators' proposals,
- Circulation of form 2 18 to confirm that the administrators' proposals were approved,
- Estimated outcome statements prepared;
- Reviewing post,
- Fee approval documents prepared and circulated to the relevant class of creditor,
- Completion of internal compliance procedures,
- Case progression meetings;
- Arranging and reviewing insurance position.

Tax & VAT

- Initial VAT review completed;
- Initial tax review undertaken including the review of prior tax computations,
- Commencement of the quarterly VAT return preparation,
- Preparing initial tax returns

Employees & pensions

- Collecting and recording all employee information,
- Liaison with company finance and payroll team,
- Initial notices prepared and sent to employees including TUPE transfer letters,
- Recording returned information from former employees;
- Reviewing the Redundancy Payments Office information and queries,
- Redundancy related forms prepared, completed and circulated;
- Initial pensions checks completed and recorded,
- Pension information reviewed and relevant documentation prepared circulated,
- Pension forms collected and documented,
- Dealing with pension related claims

BES, CAE, FSCH, FSI, FSM, HMAC & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

Charge out rate summary for the period 13 January 2014 to 30 June 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	775	680	525	444	370	230	112

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	555	465	405	320	240	152	112

Charge out rate summary for the period 1 July 2014 to 12 July 2014 (£/hr)

London rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	795	695	540	460	380	240	120

Regional rates

Current charge out rates per hour	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial
- All staff	575	480	415	330	250	160	120

BES, CAE, FSCH, FSL, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

5. Analysis of the Administrators' remuneration and Category 2 disbursements

All staff who work on this assignment (including cashiers, support and secretarial staff) charge time directly to the assignment and are included within any analysis of time charged. Each grade of staff is allocated an hourly charge out rate which is reviewed from time to time. Work undertaken by cashiers, support and secretarial staff is charged for separately and is not included in the hourly rates charged by partners or other members of staff. Time is charged by reference to actual work carried out on the assignment in 6 minute units. The minimum time chargeable is 3 minutes (1 e 0 5 units)

Category 1 disbursements

All Category 1 disbursements will be charged at cost. Disbursements of £3,842 55 were incurred during this period. To date category 1 disbursements total £897 91

Category 2 disbursements

	Costs incurred in the period to 12 July 2014 (£)
Photocopying	11 41
At 5 pence per sheet copied, only charged for circulars to creditors and other bulk copying.	
Mileage	540.97
At a maximum of 71 pence per mile (up to 2,000cc) or 90 pence per mile (over 2,000cc)	
Total	552 38

6. Approval of unpaid pre-administration costs

In respect of BES, CAE, FSI, FSM, HMAc and JCW the following unpaid costs which were incurred prior to our appointment as Administrators, but with a view to the Companies entering Administration were approved for payment

Berkeley Environmental Services Limited

	Unpaid amount £	Paid amount £
Fees charged by the administrators	5,342.67	Nil
Expenses incurred by the administrators	Nil	Nil
Fees charged by third parties Dentons UKMEA LLP	6,554.65	6,554.64
Expenses incurred by third parties: Dentons UKMEA LLP	82.16	82.16
Fees charged by third parties GA Asset Advisors Ltd	500.00	Nil
Expenses incurred by third parties GA Asset Advisors Ltd	91.98	Nil
Fees charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Expenses charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Total	12,571.46	6,636.80

6. Approval of unpaid pre-administration costs

CAE Realisations (2014) Limited

	Unpaid amount £	Paid amount £
Fees charged by the administrators	3,339 17	Nil
Expenses incurred by the administrators	Nil	Nil
Fees charged by third parties Dentons UKMEA LLP	8,528 08	8,528 08
Expenses incurred by third parties: Dentons UKMEA LLP	106 90	106 90
Fees charged by third parties GA Asset Advisors Ltd	500 00	Nil
Expenses incurred by third parties GA Asset Advisors Ltd	91 97	Nil
Fees charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Expenses charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Total	12,566.12	8,634.98

Four Seasons Control Holdings

	Unpaid amount £	Paid amount £
Fees charged by the administrators	1,669 59	Nil
Expenses incurred by the administrators	Nil	Nil
Fees charged by third parties Dentons UKMEA LLP	5,004.08	Nil
Expenses incurred by third parties: Dentons UKMEA LLP	62.72	Nil
Fees charged by third parties GA Asset Advisors Ltd	500.00	Nil
Expenses incurred by third parties: GA Asset Advisors Ltd	91 97	Nil
Fees charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Expenses charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Total	7,328.36	Nil

BES, CAE, FSCH, FSI, FSM, HMAL & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

6. Approval of unpaid pre-administration costs

Four Seasons Installation Limited

	Unpaid amount £	Paid amount £
Fees charged by the administrators	4,674 84	Nil
Expenses incurred by the administrators	Nil	Nil
Fees charged by third parties Dentons UKMEA LLP	15,717.04	15,717.04
Expenses incurred by third parties: Dentons UKMEA LLP	197.00	197 00
Fees charged by third parties GA Asset Advisors Ltd	500 00	Nil
Expenses incurred by third parties GA Asset Advisors Ltd	91.97	Nil
Fees charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Expenses charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Total	21,180.85	15,914.04

Four Seasons Maintenance Limited

	Unpaid amount £	Paid amount £
Fees charged by the administrators	6,344 42	Nil
Expenses incurred by the administrators	Nil	Nil
Fees charged by third parties: Dentons UKMEA LLP	8,528.08	8,528 08
Expenses incurred by third parties: Dentons UKMEA LLP	106 90	106 90
Fees charged by third parties: GA Asset Advisors Ltd	500 00	Nil
Expenses incurred by third parties GA Asset Advisors Ltd	91 97	Nil
Fees charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Expenses charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Total	15,571.37	8,634.98

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

6. Approval of unpaid pre-administration costs

HM Air Cooling Limited

	Unpaid amount £	Paid amount £
Fees charged by the administrators	4,340 92	Nil
Expenses incurred by the administrators	Nil	Nil
Fees charged by third parties Dentons UKMEA LLP	7,188 96	7,188 96
Expenses incurred by third parties Dentons UKMEA LLP	90 11	90 11
Fees charged by third parties GA Asset Advisors Ltd	500 00	Nil
Expenses incurred by third parties GA Asset Advisors Ltd	91 97	Nil
Fees charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Expenses charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Total	12,211.96	7,279.07

JCW Air Conditioning Limited

	Unpaid amount £	Paid amount £
Fees charged by the administrators	7,680.09	Nil
Expenses incurred by the administrators	Nil	Nil
Fees charged by third parties: Dentons UKMEA LLP	18,959 12	18,959.12
Expenses incurred by third parties: Dentons UKMEA LLP	237 64	237 64
Fees charged by third parties GA Asset Advisors Ltd	500 00	Nil
Expenses incurred by third parties GA Asset Advisors Ltd	91 97	Nil
Fees charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Expenses charged by other persons qualified to act as an insolvency practitioner	Nil	Nil
Total	27,468.82	19,196.76

BES, CAE, FSCH, FSI, FSM, HMAc & JCW – all in administration
Joint Administrators' progress report for the six months ended 12 July 2014

6. Approval of unpaid pre-administration costs

The following steps were taken during the period covered by this report to obtain the approval of the unpaid pre-appointment costs detailed in the Administrators' proposals

BES, FSI, HMAC, JCW

As it is envisaged that there may be funds available to the preferential creditors of BES, FSI, HMAC and JCW, the basis of the unpaid pre-appointment costs was agreed by the secured creditors and the voting majority of the preferential creditors

CAE, FSM

As there were no preferential creditors in CAE and FSM, the basis of the unpaid pre-appointment costs was agreed by the secured creditors only. We have received approval from the secured creditors of both CAE and FSM

FSCH

Based on the current position there will be no funds available to the preferential creditors of FSCH and therefore the basis of the unpaid pre-appointment costs is to be approved by the secured creditors. We have sought formal approval from all of the secured creditors, however this has not been received from one of the secured creditors to date

Summary of pre-appointment costs

We were initially engaged in July 2013 by Four Seasons Energy Management Group Limited (the holding company of the Group) and a secured creditor to review and comment on the sales process for the business that was being undertaken. Our primary duty of care was to the secured creditor. Our costs in respect of this engagement were settled by the largest secured creditor

Further instructions were received in December 2013 to assist with a restructuring plan. Our duty of care with regards to this instruction was to RCapital. We were subsequently asked to find a purchaser for the business. As part of this process the prospective administrators undertook discussions with interested parties. Our costs in respect of this engagement were settled by the company before the date of our appointments

A Notice of Intention to appoint us as administrators was filed by the respective directors for each company in December 2013. We undertook the following work with a view to the Companies entering administration

- Completed the sales and marketing process and progressed the final sale negotiations in anticipation of the appointment of administrators,
- Assessment and review of employee matters with regards to the sale of businesses and transfer of employees;
- Statutory planning in relation to our appointment as joint administrators, including internal compliance matters, company searches, liaising with directors and staff regarding the information required to complete our statutory duties,
- Assisting with the preparation and filing of the necessary documentation in relation to our appointment,
- Assessing the value and location of any other assets around the Group,
- Reviewing position regarding the properties of the respective companies, and

6. Approval of unpaid pre-administration costs

- All necessary steps to be able to give the statutory confirmation that the objective of the administrations was reasonably likely to be achieved.

The work was necessary to allow the successful transfer of the businesses and assets as going concerns. Our solicitors, Dentons UKMEA LLP, incurred pre-appointment costs in relation to

- Drafting and completing the sales agreements;
- Liaison with all parties and participation in negotiations and strategy meetings in relation to the sale of businesses;
- Preparing and filing the necessary documentation to facilitate our appointment as joint administrators, and
- Other advice and assistance in relation to the sale of businesses and our appointments.

Our agents, GA Asset Advisors Ltd, also incurred costs in the period prior to our appointment in relation to

- Valuation of the company assets, including stock, hand tools, vehicles and office equipment

We sought approval for the payment of these costs (as an expense of the administrations) from the secured and preferential creditors.

Pre-appointment fees charged by the administrators

The total pre-appointment fees charged across all 7 companies within the group was £33,391 70. This information was detailed within our proposals dated 7 March 2014.

The fees have been split across the companies based on a percentage of work undertaken in relation to each individual administration post appointment, until 27 April 2014. The apportionment strategy was deemed the most appropriate method of dividing the pre-appointment fees as it is a good indicator of the work undertaken in the pre-appointment period. The more complex administrations and those with the most assets to realise have incurred more time in the post-appointment period and this would be mirrored in the pre-appointment period, leading up to the administrators' appointment.