

## Administrator's progress report

Name of Company Navetas Energy Management Limited	Company Number 06700292
In the High Court of Justice, Chancery Division Bristol District Registry (full name of court)	Court case number 204 of 2015

We, Zelf Hussain and David Christian Chubb of PricewaterhouseCoopers LLP, 7 More London Riverside London, SE1 2RT

administrators of the above company attach a progress report for the period

from

to

21 April 2015

20 October 2015

Signed \_\_\_\_\_  
Joint Administrator

Dated 19 November 2015  
\_\_\_\_\_

### 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 the public.

Jordan Sleightholme	
PricewaterhouseCoopers LLP Benson House 33 Wellington Street, Leeds, LS1 4JP	
	Tel 0113 289 4631
DX Number	DX Exchange

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



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COMPANIES HOUSE



**Navetas Energy Management Limited &  
Intelligent Sustainable Energy Limited – both in  
administration**

**High Court of Justice, Chancery Division, Bristol  
District Registry**

**Case Numbers 204 and 206 of 2015**

**Joint Administrators' progress report for the  
period from 21 April 2015 to 20 October 2015**

**17 November 2015**

**[www.pwc.co.uk/navetas](http://www.pwc.co.uk/navetas)**

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**The following abbreviations are used in this report:**

<b>"Navetas"</b>	Navetas Energy Management Limited – in administration
<b>"ISE"</b>	Intelligent Sustainable Energy Limited – in administration
<b>"the Companies"</b>	Navetas and ISE
<b>"the Administrators" or "we"</b>	Zelf Hussain and David Christian Chubb of PricewaterhouseCoopers LLP
<b>"Swarraton"</b>	Swarraton Partners Limited
<b>"Maple"</b>	Maple Tree Energy Management Limited
<b>"Sensus"</b>	Sensus USA Inc
<b>"IA86"</b>	Insolvency Act 1986
<b>"Sch.B1 IA86"</b>	Schedule B1 of the Insolvency Act 1986
<b>"IR86"</b>	Insolvency Rules 1986
<b>"SIP13"</b>	Statement of Insolvency Practice 13 – connected party transactions
<b>"SIP16"</b>	Statement of Insolvency Practice 16 – pre-packaged sales in administrations

## **1. Joint Administrators' first progress report for the period from 21 April 2015 to 20 October 2015**

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

I'm writing to update you on the progress of the administration of Navetas Energy Management Limited ("Navetas") and Intelligent Sustainable Energy Limited ("ISE") in the 6 month period since our appointment on 21 April 2015

### **How much creditors will receive**

Based on what we currently know, we think

- The secured creditor of Navetas, Swarraton Partners Limited ("Swarraton"), will not be fully repaid out of its security. The level of return to the Swarraton will depend on the dividend Navetas receives from ISE;
- There is no secured creditor with regards to ISE;
- We have received preferential claims in the sum of £5,460 14 in respect of Navetas, and £6,339 36 regarding ISE. Based on the asset realisations achieved and predicted expenses, we anticipate the preferential creditors may be paid in full;
- Subject to concluding tax matters in both Companies, we envisage there may be a nominal dividend to unsecured creditors of ISE, and there will be a nominal dividend from Navetas under the prescribed part. Further details regarding this can be found below.

### **Actions required by you**

- Creditors should submit their claims (if not already submitted) so that we can formally agree them. A claim form is available on our website at [www.pwc.co.uk/navetas](http://www.pwc.co.uk/navetas) or one can be obtained by telephoning Jordan Sleightholme on 0113 289 4631

### **Background information and our initial actions**

In our proposals dated 12 June 2015, we provided details on the history of the Companies, the events leading up to our appointment as joint administrators and the actions we took following our appointment. The following is a summary of that information

- The Companies operated a technology-focused business, creating a product which allowed their customers to monitor both their energy usage and simultaneously compare the costs of various energy providers. The business and principal product were referred to as "Loop". ISE was originally set up to research and develop disaggregation technology which resulted in a number of patents, but no commercialised product.
- We were appointed because the Companies were experiencing cash flow pressures. Additional funding had been sought during early 2015, however a potential contract with a major retailer fell away. Consequently, the Companies could not secure further finance.
- As a result, the directors took steps to sell the business and/or Companies. Some 46 potential interested parties were contacted, but only a few of these maintained an interest. No solvent offer for either Company was made.
- During the sales process, management foresaw the Companies' inability to pay employee wages for the month of April 2015. Accordingly, both Companies were placed into administration and myself, and my colleague David Chubb, were appointed as joint administrators on 21 April 2015.

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**Navetas Energy Management Limited & Intelligent Sustainable Energy Limited – both in administration**

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After an initial review, we decided the most appropriate strategy was to seek an immediate buyer for the business and assets.

Immediately on our appointment, we secured and took control of the Companies' assets, which included

- Plant and equipment
- Book debts
- Cash at bank
- Patents
- Goodwill and intellectual property

We also contacted those interested parties identified through the pre appointment sales process

### **Progress in the period**

In this section we explain our progress in the period covered by this report and have focussed on the significant areas of our work, those matters likely to affect the outcome for creditors, key ongoing matters and potential future work. Creditors may wish to read this section in conjunction with our proposals

#### **Sale of business and assets**

Immediately on appointment, we focussed our efforts on bringing the pre-appointment sales process to a conclusion. We contacted the remaining interested parties and the only offer received for a going concern sale was from Maple Tree Energy Management Limited ("Maple") for the sale of the majority of business and assets of the Companies. A further offer for specific assets of Navetas was made, but this was below the level of the Maple offer and did not take on any of the employment liabilities. Consequently, we think that the offer from Maple was the best reasonably obtainable in the circumstances and we were pleased that the sale completed on 27 April 2015.

The sale resulted in the employees' jobs at both Companies being saved and the buyer agreed to honour the employee liabilities required of it (excluding the employees' claim for statutory arrears of wages).

We included full details of the sale in our letter dated 6 May 2015, and our proposals, as required by SIP13 and SIP16 (even though this was not strictly a pre-packaged sale). A copy can be found on [www.pwc.co.uk/navetas](http://www.pwc.co.uk/navetas).

The total consideration for the sale of the Companies' assets net of liabilities was £25,025 and this amount was allocated between the Companies as detailed below

<b>Navetas</b>	<b>£</b>
Goodwill and intellectual property	1,000
Books and records, contracts etc	3
Plant and equipment	10,530
Inventory	2,702
Book debts	13,499
	<u>27,734</u>
Less	
Wage arrears	(8,184)
Duress suppliers	(1,702)
	<u>17,848</u>
<b>ISE</b>	<b>£</b>
Plant and equipment	13,233
Less: Wage arrears	(6,056)
	<u>7,177</u>

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### **Other asset realisations**

#### **Cash at bank**

We were advised that Navetas had cash at bank of £104k and ISE held a credit balance of £18. Immediately on appointment we requested these funds from the Companies' bankers. Following numerous letters and phone calls, we received £141,169.82 on 15 September 2015 in respect of Navetas. This balance included some funds which were received into the account after our appointment, and were due to Maple under the terms of the sale agreement. Following remittance of these funds, we have retained the net balance of £102,470.40.

The balance on ISE's bank account was offset against bank charges.

#### **Inter-company claim - Navetas**

Navetas has an outstanding inter-Company loan to ISE in the sum of £3,484,261. As previously explained, this will be assessed as an unsecured claim in the administration against ISE. At this stage, we do not know what the return will be to Navetas, but it is estimated to be up to £20k.

#### **VAT refund - Navetas**

We have submitted the outstanding pre appointment VAT return which shows a refund is due in the sum of £1,447.63. We are waiting for HM Revenue & Customs to process this.

#### **Sale of patents - ISE**

In our proposals, we said we had retained four disaggregation patent families from the sale to Maple of the rest of the business and assets of the Company, including the employees. We cautioned it could take some time to realise the patents, but we are pleased that a sale was completed on 9 October 2015 to Sensus USA Inc ("Sensus") for £120,000 plus VAT, which was at the higher end of a valuation by our independent patent agents, Metis Partners. Sensus are one of the shareholders of the ISE's parent Company, Navetas. The funds are currently held by our solicitors in their client account, and will be paid across to the administration account shortly.

It should be noted that this sale has taken much longer than we originally anticipated. This was in part due to the fact that Sensus required more technical information around the patents than we initially understood and while this was excluded from the sale of other assets to Maple, much of it was on hardware sold to and in the possession of Maple. We then had to prove to Sensus that we had all the intellectually property around the patents that they wanted and had to physically demonstrate this as part of their due diligence requirement. Furthermore, the sale contract took a long time to finalise between each sides' Solicitors to ensure the Administration was adequately protected and did not give any warranties but balanced the specific legal requirements of Sensus. The consequence of this was much longer input from the Administrators' staff and also higher legal costs. This has concluded the realisation of all of the ISE's assets.

### **The fulfilment of our statutory duties**

#### **VAT / Corporation tax**

Both Companies are currently registered for VAT and we continue to prepare and submit quarterly returns.

We are considering the corporation tax position of both Companies, and specialist colleagues in the tax department will assist with the preparation and submission of the returns in due course. We will also be seeking clearance from HM Revenue & Customs before we pay any dividend to unsecured creditors.

## **1. Joint Administrators' first progress report for the period from 21 April 2015 to 20 October 2015**

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### **Company Directors Disqualification Act**

We have a duty to review the conduct of everyone who has acted as a Director of the Companies and report to the Department of Business, Innovation and Skills on our findings. We can confirm that we have complied with this requirement, however for confidentiality reasons we cannot give any further information.

All other statutory matters have been completed on an ongoing basis.

### **Approval of the Joint Administrators' proposals**

On 12 June 2015, we circulated to creditors our proposals for achieving the purpose of administration. We can confirm the following:

#### **Navetas**

We stated in our proposals that we thought Navetas doesn't have enough assets to pay a dividend to unsecured creditors other than what they'll get from floating charge assets (the prescribed part). As creditors didn't request a meeting, our proposals were treated as approved on 26 June 2015.

#### **ISE**

Creditors approved the proposals without modification at a meeting held on 29 June 2015.

### **Receipts and payments accounts**

We set out in Section 3 an account of the receipts and payments in each administration from 21 April 2015 to 20 October 2015.

### **Expenses statements**

We include in Section 4 a statement of our expenses incurred between 21 April 2015 and 20 October 2015.

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

### **Our fees**

During the period covered by this report the following steps were taken to fix the basis of our remuneration.

#### **Navetas**

The basis of our fees are to be agreed by the secured creditor, Swarraton, and the preferential creditors. We have sought approval of our remuneration on a time costs basis and the preferential creditor has provided its agreement. We are in the process of answering questions that have been raised by the secured creditor.

#### **ISE**

Our fees have been approved on a time costs basis by the general body of creditors. To 20 October 2015, we have not drawn any remuneration.

The time cost charges incurred in the period covered by this report are £69,367.50. This amount does not necessarily reflect how much we'll eventually draw as fees for this period. In line with Statement of Insolvency Practice 9, we've provided in Section 5 a full analysis of our time costs and Category 2 disbursements for the period 21 April 2015 to 20 October 2015.

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### **Pre-administration costs**

You can find in Section 6 information about the approval of the unpaid pre-administration costs previously detailed in our proposals

### **Creditors' rights**

Creditors have the right to ask for more information within 21 days of receiving this report as set out in Rule 2 48A IR86. Any request must be in writing. Creditors can also challenge fees and expenses within eight weeks of receiving this report as set out in Rule 2 109 IR86. This information can also be found in the guide to fees at.

<http://www.icaew.com/~media/Files/Technical/Insolvency/creditors-guides/creditors-guide-administrators-fees-final.pdf>

You can also get a copy free of charge by telephoning Jordan Sleightholme on 0113 289 4631

### **Unsecured dividend to creditors**

As explained in our proposals, we currently anticipate there will be small distributions to non-preferential unsecured creditors for both Companies

#### **ISE**

As there is no secured creditor, any dividend will be payable from uncharged assets. Based on the level of creditors listed in the Statement of Affairs, and no corporation tax to pay as an expense, we estimate the dividend will be between 0.2p and 0.6p in the pound. However, if a tax liability does arise, it is possible there will be no funds available for unsecured creditors.

Now we have certainty over the level of asset realisations, we need to make application to the Court for permission to formally agree claims and pay the dividend in the administration. We are in the process of making this application and will advise creditors of the outcome in due course. Therefore, the timing of this dividend is likely to be in early 2016.

#### **Navetas**

We believe any dividend payable from Navetas will be limited to distributions from the prescribed part. Taking into account the dividend range expected from ISE and the estimated costs, we think Navetas' net property will be between £43k and £65k, resulting in a prescribed part of between £11k and £16k. Based on the level of creditors listed in the Statement of Affairs, and no corporation tax to pay as an expense, we estimate the dividend will be between 6p and 11p in the pound.

### **Next steps**

We're currently thinking about the best strategy for ending the administrations, taking into account the dividend process which is about to commence. Creditors will be advised of our decision in due course. Should the dividend process take longer than currently envisaged, then we may need to extend either or both Administrations.

Currently we think that once the objective of the Administrations has been achieved, we will file 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.



# **1. Joint Administrators' first progress report for the period from 21 April 2015 to 20 October 2015**

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## **Next report**

We anticipate that we will circulate our 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



Zelf Hussain  
Joint Administrator

*Zelf Hussain and David Christian Chubb have been appointed as Joint Administrators of the Companies to manage their affairs, business and property as their agents and act without personal liability. The Joint Administrators 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 bound by the Insolvency Code of Ethics which can be found at <https://www.gov.uk/government/publications/insolvency-practitioner-code-of-ethics>*

*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

<b>Case name</b>	<b>Navetas</b>
<b>Court details for the administration:</b>	High Court of Justice, Chancery Division, Bristol District Registry Case number 204 of 2015
<b>Full name:</b>	Navetas Energy Management Ltd
<b>Trading name:</b>	Navetas Energy Management Ltd
<b>Registered number:</b>	06700292
<b>Registered address:</b>	Benson House, 33 Wellington Street, Leeds, LS1 4JP
<b>Company directors:</b>	Swarraton Partners Directors Limited; Colin Flannery; Michael Mannering, Malcolm McCulloch; Simon Oliver, Christopher Saunders
<b>Company secretary:</b>	Curzon Corporate Secretaries Limited
<b>Shareholdings held by the directors and secretary:</b>	Christopher Saunders – 4,218 £1 shares Michael Mannering – 1,621 £1 shares Swarraton Partners LP – 5,354 £1 shares Swarraton Partners (Nominees) Ltd – 302 £1 shares Malcolm McCulloch – 291 £1 shares James Donaldson – 213 £1 shares
<b>Date of the administration appointment:</b>	21 April 2015
<b>Administrators' names and addresses:</b>	Zelf Hussain and David Christian Chubb of PricewaterhouseCoopers LLP, 7 More London Riverside, London, SE1 2RT
<b>Appointor's / applicant's name and address:</b>	Directors of Navetas
<b>Objective being pursued by the administrators:</b>	(b) achieving a better result for the Company's creditors as a whole than would be likely if the Companies were wound up (without first being in administration), or finally, if that is not possible
<b>Division of the administrators' responsibilities:</b>	In relation to paragraph 100(2) Sch B1 IA86, during the period for which the Administration is in force, Zelf Hussain and David Chubb are the joint administrators being appointed and will exercise all functions jointly and severally
<b>Whether and why the Administrators intend to apply to court under Section 176A(5) IA86:</b>	No
<b>The European Regulation on Insolvency Proceedings (Council Regulation (EC) No. 1346/2000 of 29 May 2000):</b>	The European Regulation on Insolvency Proceedings applies to this administration and the proceedings are main
<b>Proposed end to the Administration</b>	Dissolution
<b>Estimated dividend for unsecured creditors:</b>	6p – 11p in £
<b>Estimated values of the prescribed part and the Company's net property:</b>	Net property of between £43k and £65k; prescribed part of between £11k and £16k

Navetas Energy Management Limited & Intelligent Sustainable Energy Limited – both  
in administration

## 2. Statutory and other information

<b>Case name</b>	<b>ISE</b>
<b>Court details for the administration:</b>	High Court of Justice, Chancery Division, Bristol District Registry Case numbers 206 of 2015
<b>Full name:</b>	Intelligent Sustainable Energy Limited
<b>Trading name:</b>	Intelligent Sustainable Energy Limited
<b>Registered number:</b>	06522724
<b>Registered address:</b>	Benson House, 33 Wellington Street, Leeds, LS1 4JP
<b>Company directors:</b>	Stephen Brooke, James Donaldson, Malcolm McCulloch, Christopher Saunders
<b>Company secretary:</b>	Curzon Corporate Secretaries Limited
<b>Shareholdings held by the directors and secretary:</b>	None
<b>Date of the administration appointment:</b>	21 April 2015
<b>Administrators' names and addresses:</b>	Zelf Hussain and David Christian Chubb of PricewaterhouseCoopers LLP, 7 More London Riverside, London, SE1 2RT
<b>Appointor's / applicant's name and address:</b>	Directors of ISE
<b>Objective being pursued by the administrators:</b>	(b) achieving a better result for the Company's creditors as a whole than would be likely if the Companies were wound up (without first being in administration), or finally, if that is not possible
<b>Division of the administrators' responsibilities:</b>	In relation to paragraph 100(2) Sch B1 IA86, during the period for which the Administration is in force, Zelf Hussain and David Chubb are the joint administrators being appointed and will exercise all functions jointly and severally
<b>Whether and why the Administrators intend to apply to court under Section 176A(5) IA86:</b>	No
<b>The European Regulation on Insolvency Proceedings (Council Regulation (EC) No. 1346/2000 of 29 May 2000):</b>	The European Regulation on Insolvency Proceedings applies to this Administration and the proceedings are main proceedings
<b>Proposed end to the Administration</b>	Dissolution
<b>Estimated dividend for unsecured creditors:</b>	Between 0.2p and 0.6p in £
<b>Estimated values of the prescribed part and the Company's net property:</b>	Prescribed part is not applicable

### 3. Receipts and payments account for the period

Navetas Energy Management Ltd - in administration Administrators' abstract of receipts and payments		21 April 2015 to 20 October 2015
Directors' Statement of Affairs		
£		£
<b>FIXED CHARGE REALISATIONS</b>		
NIL	Technology patents & brand	1,000 00
		<u>1,000 00</u>
<b>COST OF REALISATION / PAYMENTS</b>		-
<b>FIXED CHARGE REALISATIONS/(PAYMENTS)</b>		<u>1,000 00</u>
<b>FLOATING CHARGE REALISATIONS</b>		
	Bank interest	17 36
470	Office furniture	-
70,916	Manufacturing equipment	-
104,033	Cash at bank	102,470 40
1,525	VAT refund	-
3,484,261	Inter-company loan (ISE)	-
901,159	Shares held in ISE	-
NIL	Disaggregation technology licence with Sensus	-
42,414	Trade debtors	13,498 55
8,290	Lab equipment & other engineering/IT equipment	10,530 32
11,973	Stock	2,702 21
	Books and records	3 00
	Less	
	wage arrears	(8,184 23)
	duress suppliers	<u>(1,702 15)</u>
		<b>119,335.46</b>
<b>COST OF REALISATION / PAYMENTS</b>		
	Agents' fees	(750 00)
	Insurance	(318 00)
	Legal fees	(7,977 00)
	Loan to ISE re patent fees	(2,040 00)
	Loan to ISE re legal fees	(5,998 59)
	Statutory advertising	<u>(76 72)</u>
		<b>(17,160 31)</b>
<b>SECURED CREDITORS</b>		
(785,534)	Debt secured by floating charges	
<b>PREFERENTIAL CREDITORS</b>		
(18,518)	Employees arrears of wages and holidays	-
<b>UNSECURED CREDITORS</b>		
(76,916)	Trade creditors	-
	VAT control account	(1,750 74)
<b>Balance held on high interest account</b>		<u><b>101,424.41</b></u>

Navetas Energy Management Limited & Intelligent Sustainable Energy Limited – both in administration

### 3. Receipts and payments account for the period

#### Intelligent Sustainable Energy Limited - in administration Administrators' abstract of receipts and payments

Directors' Statement of Affairs		21 April 2015 to 20 October 2015
£		£
<b>UNCHARGED REALISATIONS</b>		
	Bank interest	1 40
	Intercompany loan	2,040 00
NIL	Disaggregation technology patents	-
NIL	ISIS Technology licence	-
27,769	Lab equipment & other engineering/IT equipment	13,233 33
2,314	Office furniture	-
NIL	Stock and trade debtors	-
18	Cash at bank	-
2,750	Rent deposit	-
60	Employee cycle scheme	-
	Loan from Navetas re legal fees	5,998 59
	Less	
	wage arrears	(6,056 22)
		<b>15,217.10</b>
<b>COST OF REALISATION / PAYMENTS</b>		
	Agents' fees	(750 00)
	Bank charges	(30 00)
	Insurance	(318 00)
	Legal fees	(9,082 50)
	Professional fees	(302 60)
	Statutory advertising	(153 44)
		<b>(10,636.54)</b>
<b>PREFERENTIAL CREDITORS</b>		
(20,000)	Employees arrears of wages and holidays	-
<b>UNSECURED CREDITORS</b>		
(3,558,101)	Trade creditors	-
	VAT control account	(1,987 18)
	<b>Balance held on high interest account</b>	<b>2,593 38</b>

## 4. Expenses incurred in the period

Navetas	Expenses incurred to 20 October 2015	Expenses paid in this period	Unpaid expenses at 20 October 2015
	£	£	£
Agents' fees	750 00	750 00	-
Insurance	318 00	318 00	-
Legal fees and expenses - post-appointment	8,188 00	7,977 00	211 00
Administrators' fees - pre-appointment*	5,649 70	-	5,649 70
Administrators' fees - post-appointment*	64,639 75	-	64,639 75
Administrators' disbursements - post-appointment*	380 24	-	380 24
Statutory advertising	76 72	76 72	153 44
	<b>79,252.41</b>	<b>8,371.72</b>	<b>71,034.13</b>

\*The basis of fees and expenses is yet to be agreed

ISE	Expenses incurred to 20 October 2015	Expenses paid in this period	Unpaid expenses at 20 October 2015
	£	£	£
Agents' fees	750 00	750 00	-
Bank charges	30 00	30 00	-
Insurance	318 00	318 00	-
Legal fees and expenses - post-appointment	17,737 26	9,082 50	8,654 76
Administrators' fees - pre-appointment	2,421 30	-	2,421 30
Administrators' fees - post-appointment	69,367 50	-	69,367 50
Administrators' disbursements - post-appointment	309 17	-	309 17
Patent valuation advice	5,302 60	302 60	5,000 00
Statutory advertising	153 44	153 44	-
	<b>96,389.27</b>	<b>10,636.54</b>	<b>85,752.73</b>

**Navetas Energy Management Limited & Intelligent Sustainable Energy Limited – both in administration**

## 5. Information about remuneration and Category 2 disbursements in the period

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Detailed below is information regarding our time charging and disbursements policy. The basis of our fees and expenses is yet to be agreed in respect of Navetas.

### Time charging policy

Set out below are the relevant maximum charge-out rates per hour worked for the grades of the Administrators' staff actually or likely to be involved on this assignment. Time is charged by reference to actual work carried out on the assignment. There has been no allocation of any general costs or overhead costs.

Grade	Prior to 1 July 2015 £	From 1 July 2015 £
Partner	575	590
Director	480	490
Senior manager	415	425
Manager	330	340
Senior associate – qualified	250	255
Senior associate – unqualified	180	185
Associate	160	165
Support staff	85	87

Specialist departments within the Administrators' firm such as Tax, VAT, Property and Pensions may charge a small number of hours if and when the Administrators require their expert advice. Such specialists' rates do vary but the figures below provide an indication of the maximum rate per hour.

Grade	Prior to 1 July 2015 £	From 1 July 2015 £
Partner	1,130	1,190
Director	1,040	1,095
Senior manager	795	835
Manager	575	605
Senior associate – qualified	420	445
Senior associate – unqualified	-	-
Associate	225	240
Support staff	130	140

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 six minute units. The minimum time chargeable is three minutes (i.e. 0.5 units).

## 5. Information about remuneration and Category 2 disbursements in the period



Navetas Energy Management Limited - in administration

Analysis of time costs for the period from 21 April 2015 to 20 October 2015

Aspect of assignment	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £
1 Strategy & Planning	-	-	0.75	2.25	1.40	7.60	-	12.00	2,720.75	226.73
3 Trading	-	-	-	0.25	1.75	0.95	-	2.95	542.00	183.73
4 Assets	3.00	-	-	46.70	-	10.45	15.00	75.15	20,839.25	277.30
5 Investigations	0.50	-	0.80	0.85	-	2.50	-	4.65	1,454.00	312.69
6 Creditors	-	-	-	-	0.10	5.50	-	5.60	1,005.50	179.55
7 Accounting and treasury	-	-	0.40	1.00	5.65	3.85	0.50	11.40	2,212.50	194.08
8 Statutory and compliance	2.50	-	3.90	40.70	9.80	32.35	1.00	90.25	24,205.25	268.20
9 Tax & VAT	-	-	-	0.50	0.60	1.70	-	2.80	559.50	199.82
10 Employees & pensions	-	-	-	10.25	27.85	0.10	-	38.20	11,101.00	290.60
<b>Total for the period</b>	<b>6.0</b>	<b>-</b>	<b>5.0</b>	<b>102.5</b>	<b>47.2</b>	<b>65.0</b>	<b>16.5</b>	<b>243.00</b>	<b>64,639.75</b>	<b>266.01</b>

Navetas Energy Management Limited & Intelligent Sustainable Energy Limited – both in administration



## 5. Information about remuneration and Category 2 disbursements in the period

### Analysis of time costs - explanation of work undertaken

The following tables explain the key elements of our work, as summarised in the next table of time costs, by grade of staff and area of work

Case:	Navetas
Area of Work	Work undertaken includes:
Statutory & compliance	<ul style="list-style-type: none"> <li>• Attendance at Company site on day 1</li> <li>• Initial letters and notifications following appointment</li> <li>• Drafting and issuing the SIP 13 and SIP 16 disclosure to the creditors</li> <li>• Set up and management of website</li> <li>• Arranging for the preparation of the Statement of affairs, submitting to Registrar of Companies</li> <li>• Collecting and collating initial information from the various sites</li> <li>• Maintaining case files and records</li> <li>• Preparing and issuing the Administrators' statement of proposals</li> <li>• Preparing and holding the meeting of creditors</li> <li>• Arranging appointees' bonding</li> <li>• Drafting and issuing the information pack to seek formal fee approval</li> <li>• Planning for 1<sup>st</sup> progress report</li> </ul>
Assets	<ul style="list-style-type: none"> <li>• Dealing with the sale of business and liaising with the agents and the Company</li> <li>• Negotiating with interested parties</li> <li>• Liaising with solicitors to progress the sales transaction</li> <li>• Reviewing draft sales contract, signing/overseeing completion of the sale</li> <li>• Pursuing cash at bank held on appointment</li> <li>• Arranging insurance cover</li> </ul>
Employees & pensions	<ul style="list-style-type: none"> <li>• Communication with employees and attendance on site</li> <li>• Assessing employee strategy</li> <li>• Consultation with Maple regarding TUPE</li> <li>• Liaising with RPS and completion of forms regarding payment of wage arrears</li> <li>• Drafting and completing year end returns</li> <li>• Liaising with RPS regarding the submission of their claim</li> <li>• Assessing pension and life assurance schemes and issuing statutory notifications</li> </ul>
Strategy & planning	<ul style="list-style-type: none"> <li>• Internal systems set up</li> <li>• Internal team meetings and calls re initial steps and actions</li> <li>• Case progression and planning meetings</li> <li>• Budgets and cost monitoring</li> </ul>
Accounting & treasury	<ul style="list-style-type: none"> <li>• Setting up post appointment bank accounts</li> <li>• Dealing with closure and transfer of any funds from pre appointment accounts</li> <li>• Performing bank reconciliations</li> <li>• Payment of costs</li> <li>• Account postings for funds received</li> </ul>

**Navetas Energy Management Limited & Intelligent Sustainable Energy Limited – both in administration**

## 5. Information about remuneration and Category 2 disbursements in the period



### Intelligent Sustainable Energy Limited - in administration

Analysis of time costs for the period from 21 April 2015 to 20 October 2015

Aspect of assignment	Partner	Director	Senior Manager	Manager	Senior Associate	Associate	Secretarial	Total hours	Time cost £	Average hourly rate £
1 Strategy & Planning	-	-	-	1.55	1.10	4.85	-	7.50	1,580.35	210.70
2 Trading	-	-	-	-	1.00	0.70	-	1.70	295.50	173.82
3 Assets	-	-	-	76.65	0.10	2.80	-	79.55	26,083.25	327.88
4 Investigations	0.50	-	0.80	0.85	-	2.40	-	4.55	1,437.50	315.93
5 Creditors	-	-	-	0.20	-	0.80	-	1.00	195.00	195.00
6 Accounting and treasury	-	-	0.50	0.80	4.90	6.05	-	12.25	2,320.50	189.43
7 Statutory and compliance	3.60	-	3.90	52.10	0.20	33.55	-	93.35	27,187.00	291.24
8 Tax & VAT	-	-	0.70	0.20	0.15	2.65	-	3.70	1,007.00	272.16
9 Employees & pensions	-	-	-	4.65	28.15	0.10	-	32.90	9,261.50	281.50
<b>Total for the period</b>	<b>4.10</b>	<b>0.00</b>	<b>5.90</b>	<b>137.00</b>	<b>35.60</b>	<b>53.90</b>	<b>0.00</b>	<b>236.50</b>	<b>69,367.50</b>	<b>293.31</b>

Navetas Energy Management Limited & Intelligent Sustainable Energy Limited – both in administration

## 5. Information about remuneration and Category 2 disbursements in the period

### Narrative of work carried out for the period 21 April 2015 to 20 October 2015

Case:	ISE
Area of work	Work undertaken in the period includes:
Statutory & compliance	<ul style="list-style-type: none"> <li>• Attendance at Company site on day 1</li> <li>• Initial letters and notifications following appointment</li> <li>• Drafting and issuing the SIP 13 and SIP 16 disclosure to the creditors</li> <li>• Set up and management of website</li> <li>• Arranging for the preparation of the Statement of affairs, submitting to Registrar of Companies</li> <li>• Collecting and collating initial information from the various sites</li> <li>• Maintaining case files and records</li> <li>• Preparing the Administrators' statement of proposals and convening the initial creditors' meeting</li> <li>• Preparing and holding the meeting of creditors</li> <li>• Arranging appointees' bonding</li> <li>• Planning for 1<sup>st</sup> progress report</li> </ul>
Assets	<ul style="list-style-type: none"> <li>• Dealing with the sale of business and liaising with the agents and the Company</li> <li>• Negotiating with interested parties (sale of business and patents)</li> <li>• Considering and managing information disclosure to interested parties (patents)</li> <li>• Instructing Patent agents to renew the patent registrations, arranging payments of fees</li> <li>• Liaising with solicitors to progress the sales transactions</li> <li>• Reviewing draft sales contracts, signing and overseeing completion of the sales</li> <li>• Arranging insurance cover</li> </ul>
Employees & pensions	<ul style="list-style-type: none"> <li>• Communication with employees and attendance on site</li> <li>• Assessing employee strategy</li> <li>• Consultation with Maple regarding TUPE</li> <li>• Liaising with RPS and completion of forms regarding payment of wage arrears</li> <li>• Drafting and completing year end returns</li> <li>• Liaising with RPS regarding the submission of their claim</li> <li>• Assessing pension and life assurance schemes and issuing statutory notifications</li> </ul>
Accounting & treasury	<ul style="list-style-type: none"> <li>• Setting up post appointment bank accounts</li> <li>• Dealing with closure and transfer of funds from pre appointment accounts</li> <li>• Performing bank reconciliations</li> <li>• Payment of costs</li> <li>• Account postings for funds received</li> </ul>
Strategy & planning	<ul style="list-style-type: none"> <li>• Internal systems set up</li> <li>• Internal team meetings and calls re initial steps and actions</li> <li>• Case progression and planning meetings</li> <li>• Budgets and cost monitoring</li> </ul>

Navetas Energy Management Limited & Intelligent Sustainable Energy Limited – both in administration

## 5. Information about remuneration and Category 2 disbursements in the period

### Disbursements

Our firm's expenses policy allows for all properly incurred expenses to be recharged to the case (excluding VAT) as set out in the tables below, covering the period of this report

Category	Policy	Navetas	ISE
1	All disbursements not falling under category 2 are recharged at cost	£250 00	£276 10
2*	Photocopying is charged at 5 pence per sheet copies - only charged for circulars to creditors and other bulk copying	£55.64	£33 07
2*	Mileage is charged at a maximum of 71 pence per mile (upto 2,000cc) or 93 pence per mile (over 2,000cc)	£74 60	-
	<b>Total to 20 October 2015</b>	<b>£380.24</b>	<b>£309.17</b>

\*subject to approval by the secured creditor in respect of Navetas

### Category 2 disbursements for the period 21 April 2015 to 20 October 2015

There is no statutory requirement for the Administrators to seek approval to draw expenses or disbursements. However, professional guidance issued to insolvency practitioners requires that, where the Administrators propose to recover costs which, whilst being in the nature of expenses or disbursements, may include an element of shared or allocated costs (such as room hire, document storage or communication facilities provided by the Administrators' own firm), they must be disclosed and be authorised by those responsible for approving their remuneration. Such expenses are known as "Category 2" disbursements and they must be directly incurred on the case and subject to a reasonable method of calculation and allocation.

Our expenses policy allows for all properly incurred expenses to be recharged to the case. Other than the mileage referred to above, further Category 2 disbursements are likely to only comprise printing for circulars to creditors and exceptional amounts of copying.

We have no business or personal relationships with parties responsible for approving remuneration or who provide services to the Joint Administrators in respect of the appointment where the relationship could give rise to a conflict of interest.

## 5. Information about remuneration and Category 2 disbursements in the period

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Summary of legal and other professional firms instructed in the period 21 April 2015 to 20 October 2015

### Navetas

Service provided	Name of firm / organisation	Reason selected	Basis of fees	Fee paid in period (£)
Legal advice	Veale Wasbrough Vizards LLP	Expertise	Time costs	7,977 00
Valuers	George Hazell & Co	Industry knowledge	Fixed fee	750 00
Insurance	Marsh	Expertise	Fixed premium	318 00

### ISE

Service provided	Name of firm / organisation	Reason selected	Basis of fees	Fee paid in period (£)
Legal advice	Veale Wasbrough Vizards LLP	Expertise	Time costs	9,082.50
Valuers	George Hazell & Co	Industry knowledge	Fixed fee	750 00
Patent valuers	Metis Partners	Industry knowledge	Fixed fee	Nil
Patent agents	Boult Wade Tennant	Industry knowledge	Renewal costs	302 60
Insurance	JLT	Expertise	Fixed premium	318 00

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Navetas Energy Management Limited & Intelligent Sustainable Energy Limited – both in administration

## 6. Approval of unpaid pre-Administration expenses

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The following are costs incurred, net of VAT, prior to the appointment of the Joint Administrators but with a view to the Companies entering Administration. Further details were set out in our statement of proposals, together with an analysis of our time costs

It is proposed that the unpaid costs will be paid as an expense of the Administrations. Such payment is subject to approval under Rule 2.67 of the Insolvency Rules 1986 and not part of the proposals subject to approval under paragraph 53 Sch B1 IA86. With regards to the fees, the amounts shown below represent the amount proposed to be paid as an expense.

We are currently seeking the secured creditor and preferential creditors' approval to payment of these costs in respect of Navetas. Pre appointment costs regarding ISE were approved for payment at the general meeting of creditors.

	Unpaid amount (£)	Paid amount (£)
Fees charged by the Joint Administrators		
- Navetas	5,649.70	-
- ISE	2,421.30	-
Expenses incurred by the Joint Administrators	-	-
Pre appointment fees charged by third parties instructed by the Joint Administrators (net)	-	-
Pre appointment expenses charged by third parties instructed by the Joint Administrators (net)	-	-
<b>Total</b>	<b>8,071.00</b>	<b>-</b>