



For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 0 9 8 4 4 7 8 3

Company name in full UK Energy Incubator Hub Ltd

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Administrator's name

Full forename(s) Howard

Surname Smith

3 Administrator's address

Building name/number c/o Interpath Ltd

Street 10 Fleet Place

Post town London

County/Region

Postcode E C 4 M 7 R B

Country

4 Administrator's name ①

Full forename(s) Richard John

Surname Harrison

① Other administrator

Use this section to tell us about
another administrator.

5 Administrator's address ②

Building name/number c/o Interpath Ltd

Street 10 Fleet Place

Post town London

County/Region

Postcode E C 4 M 7 R B


Country

② Other administrator

Use this section to tell us about
another administrator.

AM10

Notice of administrator's progress report

6	Period of progress report															
From date	^d	1	^d	3	^m	0	^m	7	^y	2	^y	0	^y	2	^y	2
To date	^d	1	^d	2	^m	0	^m	1	^y	2	^y	0	^y	2	^y	3
7	Progress report															
<input checked="" type="checkbox"/> I attach a copy of the progress report																
8	Sign and date															
Administrator's signature	<div>Signature</div> <div>  </div>															
Signature date	^d	0	^d	8	^m	0	^m	2	^y	2	^y	0	^y	2	^y	3

**Presenter information**

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

Contact name **Samuel Henderson**

Company name **Interpath Ltd**

Address **5th Floor, 130 St Vincent Street
Glasgow**

Post town **G2 5HF**

County/Region

Postcode

Country

DX

Telephone **Tel +44 (0) 203 989 2800**

**Checklist**

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

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

**Important information**

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

**Where to send**

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

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

**Further information**

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

Joint Administrators' progress report for the period 13 July 2022 to 12 January 2023

UK Energy Incubator Hub Ltd - in
Administration

8 February 2023

Deemed delivered: 8 February 2023

Notice to creditors

This progress report provides an update on the administration of the Company.

We have included (Appendix 2) an account of all amounts received and payments made since the date of our appointment.

We have also explained our future strategy for the administration and how likely it is that we will be able to pay each class of creditor.

You will find other important information in this progress report such as the costs which we have incurred to date.

A glossary of the abbreviations used throughout this document is attached (Appendix 7).

Finally, we have provided answers to frequently asked questions and a glossary of insolvency terms on the following website, www.ia-insolv.com/case+INTERPATH+UM50484839.html. We hope this is helpful to you.

Please also note that an important legal notice about this progress report is attached (Appendix 8).

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1 Executive summary

The Company was licensed by the Gas and Electricity Markets Authority ('Ofgem') to supply gas and electricity to domestic and non-domestic premises in the United Kingdom. The Company operated as a market access enabling subsidiary of Neo Energy Gas & Shipping Limited ('NEGSL') and Neo Energy Limited ('NEL'), trading as Northumbria Energy and Neo Energy respectively, under reported white label agreements.

The Company's licence to provide electricity and gas was revoked by Ofgem in the early hours of 9 July 2022 with Ofgem appointing Octopus Energy Ltd ('Octopus') as the new supplier under its Supplier of Last Resort ('SoLR') process.

On 13 July 2022, following an application to Court from the Company's largest known creditor, National Grid, Howard Smith and Richard Harrison were appointed as Joint Administrators of the Company.

This progress report covers the period from the date of our appointment to 12 January 2023.

We delivered our statement of proposals ('proposals') to all known creditors on 30 August 2022. The Proposals were deemed approved without modification on 15 September 2022.

Shortly after our appointment, a funding agreement was signed with Octopus to enable us to continue carrying out our statutory duties. (Section 2 - Progress to date).

Our main areas of focus in the first six months of the administration has been liaising with Octopus, Ofgem and the current and previous Directors of the Company regarding the customer transition to Octopus. We continue to liaise with Ofgem and Octopus regarding these matters (Section 2 - Progress to date).

We also continue to explore further asset realisations, including historic VAT refunds that may be due to the Company (Section 2 - Progress to date).

We are not aware of any secured claims against the Company (Section 3 - Dividend prospects).

We are not aware of any ordinary preferential claims against the Company (Section 3 - Dividend prospects).

Based on current estimates, it is highly unlikely that there will be a dividend to secondary preferential creditors (Section 3 - Dividend prospects).

Based on current estimates, it is highly unlikely that there will be a dividend to unsecured creditors. (Section 3 - Dividend prospects).

Please note: you should read this progress report in conjunction with our proposals which were issued to the Company's creditors and can be found at www.ia-insolv.com/case+INTERPATH+UM50484839.html. Unless stated otherwise, all amounts in this progress report and appendices are stated net of VAT.



Howard Smith
Joint Administrator

2 Progress to date

This section updates you on our strategy for the administration and on our progress to date. It follows the information provided in our proposals.

2.1 Strategy and progress to date

Strategy

As previously reported, as a consequence of the Company's energy supply licenses being revoked and the SoLR process being executed, it was not possible to trade the business whilst in administration.

Therefore, our strategy has been implemented with the primary aim of maximising returns to creditors whilst doing what we can within our powers to ensure fair treatment of previous customers.

Books and records

Following our appointment, a request was made to all stakeholders of the Company to deliver up any Company information held to the Joint Administrators. We have received a modest amount of information from third party partners in light of these requests.

As reported previously, multiple requests for financial and other information were made to the current and former directors of the Company to assist the Joint Administrators in maximising returns to creditors of the estate.

Despite numerous requests, detailed information has not been delivered and the current and former directors have verbally indicated that appropriate financial records may not have been maintained. They have also both ceased cooperating with the Joint Administrators.

Intercompany debtors

As previously reported, we believe that an intercompany debt of approximately £4.6 million may be due from NEGSL and NEL, the reported white label partners and associated entities of the Company. There remains a lack of financial information available to us to fully determine the nature of this debt.

We attempted to work with the directors of NEGSL and NEL to establish their ability to repay these monies, but their cooperation has not been forthcoming. As mentioned above, the current and former directors of the Company have also ceased to cooperate with us.

We therefore continue to work with various other stakeholders, including Octopus and Ofgem, and in conjunction with our solicitors, SHMA, in order to establish further avenues to support any recoveries relating to the intercompany balance and any other historic customer debts.

Customer communications

Since our appointment, we have become aware that customers who transferred to Octopus under the SoLR process have been contacted by NEGSL and NEL with requests to continue making payments to them for ongoing supply.

We are working with Ofgem and Octopus to ensure that correct communications are sent out to customers who transferred to Octopus.

Cash at bank

Immediately following our appointment, we ascertained the identity of the Company's bank and wrote to them to request bank statements and a remittance of any funds held. We do not believe there to be any available realisations from the Company's pre-administration bank accounts.

Contribution to costs

Given the nature of our appointment and the limited realisable assets, shortly after appointment we entered into an agreement with Octopus to provide a contribution to the costs of the administration to enable us to continue carrying out our statutory duties.

VAT

We have been made aware of a potential VAT asset by the previous Director. During the period we concentrated our efforts to analyse the Company's limited financial records in order to establish the potential quantum, basis and likelihood of recovering any monies into the estate.

We continue to work closely with our internal VAT specialist with a view to submitting outstanding pre-appointment VAT returns to HMRC. A further update will be provided in our next progress report.

GoCardless

We previously reported that GoCardless were withholding Company monies whilst they processed a number of chargeback claims from previous customers. Having liaised with GoCardless during the last six months, we believe it highly unlikely that there will be realisations made for the administration estate from GoCardless.

2.2 Asset realisations

Realisations during the period are set out in the attached receipts and payments account (Appendix 2).

Summaries of the most significant realisations during the period are provided below.

Contribution to costs

During the period we received £200,000 from Octopus which constituted a contribution to the costs of the administration following the execution of a funding agreement between

the two parties. This funding is repayable to Octopus dependent on the extent of further asset recoveries made in the administration estate.

Investigations

We are reviewing the affairs of the Company to find out if there are any actions which can be taken against third parties to increase recoveries for creditors.

As noted in Section 2.1 above, we have identified transactions between the Company and related parties which require further investigation. The Joint Administrators will seek to pursue any available recoveries for the benefit of the general body of creditors. Our investigations into the Company's affairs and pre-appointment transactions are therefore ongoing.

We have complied with the relevant statutory requirements by submitting the online director conduct assessment to the Department for Business, Energy and Industrial Strategy. The contents of our submission are confidential.

2.3 Costs

Payments made in this period are set out in the attached receipts and payments account (Appendix 2).

Summaries of the most significant payments made during the period are provided below.

Legal fees

During the period we have paid SHMA legal fees totalling £40,000 in relation to advice received in connection to general advice on matters affecting the administration as noted in this report.

2.4 Schedule of expenses

We have detailed the costs incurred during the period, whether paid or unpaid, in the schedule of expenses attached (Appendix 3).

3 Dividend prospects

3.1 Secured creditors

We are not aware of any secured claims against the Company.

3.2 Ordinary preferential creditors (employees)

Claims from employees in respect of (1) arrears of wages up to a maximum of £800 per employee, (2) unlimited accrued holiday pay and (3) certain pension benefits, rank preferentially (in advance of floating charge holders and ordinary unsecured creditors) and in priority to other preferential creditors (see 3.3 below). These claims are therefore referred to as "ordinary preferential creditors".

We are not aware of any ordinary preferential claims against the Company.

3.3 Secondary preferential creditors (HMRC)

The amount of secondary preferential claims is currently unknown. Additional work will need to be undertaken in this regard to determine the quantum, if any, of secondary preferential claims.

3.4 Unsecured creditors

Based on current estimates, it is highly unlikely that there will be a dividend to unsecured creditors.

4 Other matters

4.1 Decision procedure

Notice of seeking a decision by correspondence is attached to the covering letter. A further copy of this, together with a Proof of Debt form, is available to download and print on our Portal at www.ia-insolv.com/case+INTERPATH+UM50484839.html.

This decision by correspondence procedure is being used to seek approval for:

- the basis of our remuneration;
- the drawing of Category 2 expenses;
- the payment of unpaid pre-administration costs;
- any nominations from creditors for members of a Creditors' Committee.

Please note that if a Creditors' Committee is formed, the votes cast by creditors in relation to the proposed decisions above will be disregarded.

Creditors' right to request a physical meeting

We will summon a physical meeting (1) if asked to do so by (a) creditors whose debts amount to at least 10% of the total debts of the Company, or (b) 10% in number of creditors or (c) 10 creditors and (2) if the procedures set out below are followed.

Requests for a physical meeting must be made within five business days of the date on which notice of the decision procedure was delivered. They must include:

- a statement of the requesting creditors' claim;
- a list of the creditors concurring with the request, showing the amounts of their respective debts in the administration;
- written confirmation of their concurrence from each concurring creditor; and
- a statement of the purpose of the proposed meeting.

If you wish to request a physical meeting, please complete and return the physical meeting requisition form available at www.ia-insolv.com/case+INTERPATH+UM50484839.html.

The expenses of a requisitioned decision must (subject to limited exceptions) be paid by the requesting creditor. The requesting creditor is required to deposit security for such expenses with us.

5 Joint Administrators' remuneration, expenses and pre-administration costs

5.1 Joint Administrators' remuneration and expenses

We are seeking approval from the unsecured creditors that:

- our remuneration will be drawn on the basis of time properly given by us and the various grades of our staff in accordance with the fees estimate provided in Appendix 4 and the charge-out rates included in Appendix 6. This will include work undertaken in respect of, but not limited to, tax and VAT from Interpath in-house specialists.
- category 2 expenses (as defined in Statement of Insolvency Practice 9) will be charged and drawn in accordance with Interpath Advisory's policy as set out in Appendix 6.

See Section 4 for details regarding the decision procedure.

Time costs

From the date of our appointment to 12 January 2023, we have incurred time costs of £183,267. These represent 382 hours at an average rate of £480 per hour.

Remuneration

During the period, we have not drawn any remuneration.

Administrators' Expenses

We have not incurred any expenses during the period.

Additional information

We have attached (Appendix 4) an analysis of the time spent, the charge-out rates for each grade of staff and the expenses paid directly by Interpath for the period from our appointment to 12 January 2023. We have also attached our charging and expenses policy.

5.2 Pre-administration costs

We disclosed the following pre-administration costs, which were unpaid at the date of our appointment, in our proposals:

Interpath pre-administration fees	10,068.50	NIL	NIL	10,068.50
Interpath pre-administration expenses	NIL	NIL	NIL	NIL

SHMA pre-administration legal fees	32,000.00	NIL	NIL	32,000.00
Total	42,068.50	NIL	<u>NIL</u>	42,068.50

Additional pre-administration legal costs are now included, as these were not available at the time. These costs related to work undertaken by SHMA prior to the administration as disclosed in section 2.4 of our Proposals.

We are seeking approval from the unsecured creditors to pay these pre-administration costs as an expense of the administration.

6 Future strategy

6.1 Future conduct of the administration

We will continue to manage the affairs, the business and the property of the Company in order to achieve the purpose of the administration. This will include but not be limited to:

Pursuing the most appropriate realisation strategy for the Company's assets and related transactions;

To continue to do everything that is reasonable, and to use our powers appropriately, in order to maximise realisations from the assets of the Company;

Regular meetings with Octopus and Ofgem regarding the future of the administration, including attending to any customer queries;

To investigate and if appropriate, to pursue any claims the Company may have;

Payment of administration expenses including our remuneration in line with the terms of the funding agreement and approvals from creditors;

Compliance with ongoing VAT and tax obligations including submission of relevant returns as required and payment of associated VAT, tax liabilities as these may arise, seeking tax clearance at appropriate time; and

Complying with statutory and compliance obligations.

6.2 Discharge from liability

We will seek approval from the Court that we be discharged from liability in respect of any actions as Joint Administrators, upon the filing of our final receipts and payments account with the Registrar of Companies.

Discharge does not prevent the exercise of the Court's power in relation to any misfeasance action against us.

6.3 Future reporting

We will provide a further progress report within one month of 13 July 2023 or earlier if the administration has been completed prior to that time.

Appendix 1 Statutory information

Company information

Company name	UK Energy Incubator Hub Ltd
Date of incorporation	27 October 2015
Company registration number	09844783
Present registered office	10 Fleet Place, London, EC4M 7RB

Administration information

Administration appointment	The administration appointment granted in High Court of Justice, The Business and Property Courts of England and Wales, 001353 of 2022
Appointor	Applicant to Court
Date of appointment	13 July 2022
Joint Administrators' details	Howard Smith and Rick Harrison
Functions	The functions of the Joint Administrators are being exercised by them individually or together in accordance with Paragraph 100(2)
Current administration expiry date	12 July 2023

Appendix 2

Joint Administrators' receipts and payments account

UK Energy Incubator Hub Ltd - in Administration		
Abstract of receipts & payments		
Statement of affairs (£)	From 13/07/2022 To 12/01/2023 (£)	From 13/07/2022 To 12/01/2023 (£)
ASSET REALISATIONS		
Contribution to costs	200,000.00	200,000.00
	200,000.00	200,000.00
OTHER REALISATIONS		
Sundry refunds	614.52	614.52
	614.52	614.52
COST OF REALISATIONS		
Legal fees	(40,000.00)	(40,000.00)
Statutory advertising	(86.00)	(86.00)
	(40,086.00)	(40,086.00)
	160,528.52	160,528.52
REPRESENTED BY		
Floating ch. VAT rec'able		8,017.20
Floating charge current		192,511.32
Floating ch. VAT payable		(40,000.00)
		160,528.52

Appendix 3 Schedule of expenses

Cost of realisations

Joint Administrators' remuneration	0.00	183,267.00	183,267.00
Legal fees	40,000.00	4,463.50	44,463.50
Statutory advertising	86.00	0.00	86.00
TOTAL	40,086.00	187,730.50	227,816.50

The Joint Administrators are entitled to receive remuneration for their services; pending agreement of the basis of the Joint Administrators' remuneration, it has been accrued on a time cost basis. Where appropriate, this will be adjusted once creditors have approved the basis.

Requests for further information and right to challenge our remuneration and expenses

Creditors' requests for further information

If you would like to request more information about our remuneration and expenses disclosed in this progress report, you must do so in writing within 21 days of receiving this progress report.

Requests from unsecured creditors must be made with the concurrence of at least 5% in value of unsecured creditors (including, the unsecured creditor making the request) or with the permission of the Court.

Creditors' right to challenge our remuneration and expenses

If you wish to challenge the basis of our remuneration, the remuneration charged, or the expenses incurred during the period covered by this progress report, you must do so by making an application to Court within eight weeks of receiving this progress report.

Applications by unsecured creditors must be made with concurrence of at least 10% in value of unsecured creditors (including the unsecured creditor making the challenge) or with the permission of the Court.

The full text of the relevant rules can be provided on request by writing to Samuel Henderson at 10 Fleet Place, London, EC4M 7RB.

Appendix 4

Joint Administrators' fees estimate

Administration & Planning				
Director/Member		14.30	6,216.50	434.72
Cashiering - processing receipts, payments and bank reconciliations	Note 1	10.60	4,537.50	428.07
General - books & records, fees & work in progress	Note 2	173.60	88,715.00	511.03
Statutory and compliance - appointment & related formalities, bonding, checklist & reviews, reports to secured creditors, advertising, strategy	Note 3	135.90	57,427.00	422.57
Tax - VAT & Corporation tax, initial reviews, pre and post appointment tax	Note 4	64.00	24,799.50	387.49
Creditors				
Creditors and claims - general correspondence, notification of appointment, statutory reports	Note 5	145.55	64,950.25	446.24
Investigations				
Directors - correspondence, statement of affairs, questionnaires	Note 6	47.10	25,971.50	551.41
Investigations - director conduct and affairs of the Company	Note 7	62.90	25,744.50	409.29
Realisation of Assets				
Asset Realisation - including intercompany transactions	Note 8	29.35	12,356.75	421.01
Total		683.30	310,718.5	454.73

Note 1 – Cashiering

This work includes closing the existing bank account, opening a separate administration account, maintaining the account, including bank reconciliations and processing a receipts and payments during the administration period.

Note 2 – General

As detailed in our Proposals and this report, there are limited financial records available for the Company. Our work has included liaising with various stakeholders in order to gather any available financial and other information relating to the Company's trading activities since its incorporation. Our work in this respect will also include seeking approval of our remuneration as detailed in Sections 4.1 and 5 above.

Note 3 – Statutory and compliance

Our work will include undertaking post-appointment related formalities including notifying the Registrar of Companies and other relevant parties of our appointment, formulating and regularly reviewing the administration strategy, arranging an adequate level of bonding and ensuring compliance with all statutory obligations. This will also include closure related formalities at the relevant time.

Note 4 – Tax

As the Company is VAT registered, we are required to submit VAT returns to HMRC. This work involves engaging our in-house experts to undertake a review of the Company's VAT and tax affairs, with a view to identifying any potential recoveries for the benefit of creditors. We are also sourcing records in order that we may submit the Company's pre-appointment VAT return to HMRC as also detailed earlier in this report. Furthermore, we will be required to complete and file Corporation Tax returns. Prior to the closure of the Administration, the Company will need to be deregistered for VAT purposes and tax clearance sought.

Note 5 – Creditors and claims

Notifying the creditors of our appointment, attending to creditors and customers' enquiries and preparing our statutory reports to creditors. Our work also includes liaising with Octopus in their position as SoLR and Ofgem in respect of customer enquiries and complaints received.

Note 6 – Directors

Corresponding with the statutory directors, requesting completion of the Statement of Affairs and directors' questionnaires and dealing with ongoing correspondence.

This work also involved initial calls and correspondence with the Company's current and former directors, sending them information about their obligations, seeking their assistance regarding provision of information, as well as their assistance with any potential final billing process of customers. As noted earlier, both the former and current directors have ceased cooperating with the Joint Administrators.

Note 7 – Investigations

As part of our statutory obligations, we are required to formally investigate the affairs of the Company and the conduct of Director prior to our appointment and submit our findings to the Secretary of State. We will also be investigating any transactions or disposals made in the lead up to our appointment to ascertain if there are any additional recoveries for the administration estate.

Note 8 – Asset realisations

Carry out a review of the Company's affairs identifying any potential assets as well as dealing with other residual assets including debtors, sundry refunds etc.. Our work also involves a review of historic transactions in order to establish whether any tax assets may exist that can be recovered for the benefit of the estate.

This workstream also includes a close cooperation with other stakeholders to support our ongoing investigation into intercompany related transactions and to establish potential course of action for recovery.

Appendix 5 Joint Administrators' expenses estimate

Summary of Expenses from appointment					
		Total for Administration			
Expenses (£)	ote	Initial Estimates (£)	Paid to date (£)	Future costs (£)	Total paid plus future estimate (£)
Cost of realisations					
Joint Administrators' pre-administrations fees	1	10,068.50	0.00	10,068.50	10,068.50
Pre-administration legal fees	2	32,000.00	0.00	32,000.00	32,000.00
Post-appointment legal fees	2	60,000.00	40,000.00	20,000.00	60,000.00
Statutory advertising	3	86.00	86.00	86.00	172.00
Other expenses	4	10,000.00	0.00	10,000.00	10,000.00
TOTAL		112,154.50	40,086.00	72,154.50	112,240.50

Note 1 – Joint Administrators' pre-administration fees

Our pre-administration fees relate to time spent specifically with a view to placing the Company into administration. These time costs are charged on an hourly basis, which is set out in Appendix 6. Full details of our work that was undertaken in this respect are available in our Proposals (Sections 2.4 and 7.2), a copy of which is available from the website at www.ia-insolv.com/case+INTERPATH+UM50484839.html ('website'). Summary details are also available in Section 5.2 above.

Note 2 – Legal fees

Relates to legal advice regarding the SoLR process, related party transactions and potential debt collection. Also includes pre-administration legal costs referred to earlier in this report. For further details about pre-administration legal costs please refer to our Proposals (Section 2.4), a copy of which is available from our website.

Note 3 – Statutory advertising

Relates to costs of statutory advertising required during the administration including a provision for future costs.

Note 4 – Other expenses

Due to the nature of the engagement, £10,000 has been included as an estimate for other expenses of the administration.

Appendix 6 Joint Administrators' charging and expenses policy

Joint Administrators' charging policy

The time charged to the administration is by reference to the time properly given by us and our staff in attending to matters arising in the administration. This includes work undertaken in respect of in-house Interpath Advisory tax, VAT and employee specialists.

Our policy is to delegate tasks in the administration to appropriate members of staff considering their level of experience and requisite specialist knowledge, supervised accordingly, so as to maximise the cost effectiveness of the work performed. Matters of particular complexity or significance requiring more exceptional responsibility are dealt with by senior staff or us.

A copy of "A Creditors' Guide to Joint Administrators Fees" from Statement of Insolvency Practice 9 ('SIP 9') produced by the Association of Business Recovery Professionals is available at:

<https://www.r3.org.uk/technical-library/england-wales/technical-guidance/fees/more/29113/page/1/guide-to-administrators-fees/>

If you are unable to access this guide and would like a copy, please contact Samuel Henderson on 0121 817 8635.

Hourly rates

Set out below are the relevant hourly charge-out rates for the grades of our staff actually or likely to be involved on this administration. Time is charged by reference to actual work carried out on the administration; using a minimum time unit of six minutes.

All staff who have worked on the administration, including cashiers and secretarial staff, have charged time directly to the administration and are included in the analysis of time spent. The cost of staff employed in central administration functions is not charged directly to the administration but is reflected in the general level of charge-out rates.

Managing Director	725
Director	675
Associate Director	590
Manager	495
Senior Associate	345
Associate	245
Support	155

The charge-out rates used by us might periodically rise (for example to cover annual inflationary cost increases) over the period of the administration. In our next statutory report, we will inform creditors of any material amendments to these rates.

Policy for the recovery of expenses

Where funds permit the officeholders will seek to recover both Category 1 and Category 2 expenses from the estate. For the avoidance of doubt, such expenses are defined within SIP 9 as follows:

Expenses: These are any payments which are neither an office holder's remuneration nor a distribution to a creditor or a member. Expenses also includes disbursements which are payments first met by the office holder, and then reimbursed to the office holder from the estate.

Category 1 expenses: These are payments to persons providing the service to which the expense relates who are not an associate of the office holder. These may include, for example, advertising, room hire, storage, postage, telephone charges, travel expenses, and equivalent costs reimbursed to the officeholder or his or her staff.

Category 2 expenses: These are payments to associates or which have an element of shared costs. They may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis, for example, business mileage.

Category 2 expenses charged by Interpath Restructuring include mileage. This is calculated as follows:

Mileage claims fall into three categories:

Use of privately-owned vehicle or car cash alternative – 45p per mile.

Use of company car – 60p per mile.

Use of partner's car – 60p per mile.

For all of the above car types, when carrying Interpath passengers an additional 5p per mile per passenger will also be charged where appropriate.

We have not incurred any expenses during the period.

We have the authority to pay Category 1 expenses without the need for any prior approval from the creditors of the Company.

Category 2 expenses are to be approved in the same manner as our remuneration.

Narrative of work carried out for the period 13 July 2022 to 12 January 2023

The key areas of work have been:

Statutory and compliance	collating initial information to enable us to carry out our statutory duties, including creditor information, details of assets and information relating to the licences; providing initial statutory notifications of our appointment to the Registrar of Companies, creditors and other stakeholders, and advertising our appointment; preparing statutory receipts and payments accounts; arranging bonding and complying with statutory requirements; ensuring compliance with all statutory obligations within the relevant timescales.
Strategy documents, Checklist and reviews	formulating, monitoring and reviewing the administration strategy, including the decision to trade and meetings with internal and external parties to agree the same; briefing of our staff on the administration strategy and matters in relation to various work-streams; regular case management and reviewing of progress, including regular team update meetings and calls;

	meeting with management to review and update strategy and monitor progress; reviewing and authorising junior staff correspondence and other work; dealing with queries arising during the appointment; reviewing matters affecting the outcome of the administration; allocating and managing staff/case resourcing and budgeting exercises and reviews; liaising with legal advisors regarding the various instructions, including agreeing content of engagement letters; complying with internal filing and information recording practices, including documenting strategy decisions.
Cashiering	setting up administration bank accounts and dealing with the Company's pre-appointment accounts; preparing and processing vouchers for the payment of post-appointment invoices; creating remittances and sending payments to settle post-appointment invoices; reconciling post-appointment bank accounts to internal systems; ensuring compliance with appropriate risk management procedures in respect of receipts and payments.
Tax	gathering initial information from the Company's records in relation to the taxation position of the Company; submitting relevant initial notifications to HM Revenue and Customs; reviewing the Company's pre-appointment corporation tax and VAT position; analysing VAT related transactions; dealing with post appointment tax compliance.
Shareholders	providing notification of our appointment; providing copies of statutory reports to the shareholders.
General	reviewing time costs data and producing analysis of time incurred which is compliant with Statement of Insolvency Practice 9.
Asset realisations	collating information from the Company's records regarding the assets; reviewing outstanding debtors and management of debt collection strategy; seeking legal advice in relation to book debt collections; liaising with third parties, including the SOLR, regarding final billing to recover intercompany balances; liaising with the Company's bank and direct debit platform provider to recover cash at bank and other debtor realisations collected since our appointment, and; reviewing the inter-company debtor position between the Company and other group companies.
Property matters	performing land registry searches.
Open cover insurance	arranging ongoing insurance cover for the Company's business and assets; liaising with the post-appointment insurance brokers to provide information, assess risks and ensure appropriate cover in place; assessing the level of insurance premiums.
Pensions	carry out compliance searches within the Pension Protection Fund and DWP database in respect of any historic Company pension schemes.
Creditors and claims	drafting and circulating our proposals; creating and updating the list of unsecured creditors; responding to enquiries from creditors regarding the administration and submission of their claims; reviewing completed forms submitted by creditors, recording claim amounts and maintaining claim records; drafting our progress report.
Investigations/ Directors	reviewing Company and directorship searches and advising the directors of the effect of the administration; reviewing pre-appointment transactions; liaising with management to request the Statement of Affairs; requesting questionnaires from the Director and former directors of the Company; submitting the online director conduct assessment to the relevant authority; and liaising with the Secretary of State and Insolvency Service and addressing queries.

Time costs

SIP 9 –Time costs analysis (13/07/2022 to 12/01/2023)

	Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & planning			
Director/Member			
General correspondence	9.50	4,494.50	473.11
Notification of appointment	3.80	1,311.00	345.00
Statutory reports	0.80	276.00	345.00
Cashiering			
Fund management	3.00	1,770.00	590.00
General (Cashiering)	2.30	894.00	388.70
General			
Books and records	69.95	32,093.00	458.80
Fees and WIP	4.50	3,154.50	701.00
Statutory and compliance			
Appointment and related formalities	24.50	8,673.00	354.00
Bonding & Cover Schedule	0.50	172.50	345.00
Budgets & Estimated outcome statements	1.00	725.00	725.00
Checklist & reviews	5.30	2,619.50	494.25
Pre-appointment checks	2.50	612.50	245.00
Statement of Affairs preparation	0.80	466.00	582.50
Statutory advertising	1.00	345.00	345.00
Strategy documents	23.65	13,018.00	550.44
Tax			
Initial reviews - CT and VAT	3.00	1,304.50	434.83
Post appointment corporation tax	3.00	1,117.00	372.33
Post appointment VAT	4.30	1,771.00	411.86
Creditors			
Creditors and claims			
Agreement of claims	9.00	2,205.00	245.00
General correspondence	25.65	9,815.75	382.68
Statutory reports	40.60	20,368.50	501.69
SoLR and final billing process			
SoLR and final billing process	54.75	34,682.50	633.47
Investigation			
Directors			
Correspondence with directors	26.00	15,193.00	584.35

SIP 9 –Time costs analysis (13/07/2022 to 12/01/2023)

	Hours	Time Cost (£)	Average Hourly Rate (£)
D form drafting and submission	11.80	5,988.50	507.50
Directors' questionnaire / checklist	2.90	844.00	291.03
Statement of affairs	0.40	236.00	590.00
Investigations			
Correspondence re investigations	6.20	3,239.50	522.50
Review of pre-appt transactions	29.50	9,085.00	307.97
Realisation of assets			
Asset Realisation			
Cash and investments	6.20	3,307.50	533.47
Debtors	2.05	1,372.25	669.39
Health & safety	1.00	245.00	245.00
Insurance	2.30	867.00	376.96
Total in period	381.75	183,266.50	480.07

Brought forward time (appointment date to SIP 9 period start date)	0.00	0.00
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SIP 9 period time (SIP 9 period start date to SIP 9 period end date)	381.75	183,266.50
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Carry forward time (appointment date to SIP 9 period end date)	381.75	183,266.50
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All staff who have worked on this assignment, including cashiers and secretarial staff, have charged time directly to the assignment and are included in the analysis of time spent. The cost of staff employed in central administration functions is not charged directly to the assignment but is reflected in the general level of charge out rates.

All time shown in the above analysis is charged in units of six minutes.

Appendix 7 Glossary

Bank	Lloyds Bank Plc
Company	UK Energy Incubator Hub Ltd - in Administration
Group	The Company together with its subsidiaries / associated companies: Neo Energy Holdings (Energy Asset Investments) Plc, Neo Energy Limited (t/a Neo Energy) and Neo Energy Gas and Shipping Limited (t/a Northumbria Energy)
Joint Administrators/we/our/us	Howard Smith and Rick Harrison
Interpath/Interpath Advisory	Interpath Ltd
Lloyds	Lloyds Bank Plc
NEGSL	Neo Energy Gas and Shipping Limited
NEL	Neo Energy Limited
Octopus	Octopus Energy Limited
Ofgem	Gas and Electricity Markets Authority
SHMA	Shakespeare Martineau LLP
SoLR	Supplier of Last Resort

Any references in this progress report to sections, paragraphs and rules are to Sections, Paragraphs and Rules in the Insolvency Act 1986, Schedule B1 of the Insolvency Act 1986 and the Insolvency Rules (England and Wales) 2016 respectively.

Appendix 8 Notice: About this report

This report has been prepared by Howard Smith and Rick Harrison, the Joint Administrators of UK Energy Incubator Hub Ltd – in Administration (the ‘Company’), solely to comply with their statutory duty to report to creditors under the Insolvency Rules (England and Wales) 2016 on the progress of the administration, and for no other purpose. It is not suitable to be relied upon by any other person, or for any other purpose, or in any other context.

This report has not been prepared in contemplation of it being used, and is not suitable to be used, to inform any investment decision in relation to the debt of or any financial interest in the Company or any other company in the Group.

Any estimated outcomes for creditors included in this report are illustrative only and cannot be relied upon as guidance as to the actual outcomes for creditors.

Any person that chooses to rely on this report for any purpose or in any context other than under the Insolvency Rules (England and Wales) 2016 does so at its own risk. To the fullest extent permitted by law, the Joint Administrators do not assume any responsibility and will not accept any liability in respect of this report to any such person.

Howard Smith and Richard John Harrison are authorised to act as insolvency practitioners by the Institute of Chartered Accountants in England & Wales.

We are bound by the Insolvency Code of Ethics.

The Officeholders are Data Controllers of personal data as defined by the Data Protection Act 2018. Personal data will be kept secure and processed only for matters relating to the appointment. For further information, please see our Privacy policy at – www.interpathadvisory.com/privacy-insolvency.

The Joint Administrators act as agents for the Company and contract without personal liability. The appointments of the Joint Administrators are personal to them and, to the fullest extent permitted by law, Interpath Ltd does not assume any responsibility and will not accept any liability to any person in respect of this report or the conduct of the administration.

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