From: Belinda Crowe[/O=MMS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=BELINDA CROWE79B93F11-569F-4526-A078-F5B4958A8917220] Fri 06/06/2014 1:03:51 PM (UTC) Sent: Jessica Madron GRO To: Cc: David Oliver **GRO** Chris **GRO** Aujard GRO Belinda Crowe Subject: RE: eSRF - Project Sparrow with Linklaters I think I can answer both points. On the first, it's OK – although if we could negotiate them down if we give them more. It's quite steep. On the second, this was to do with the Deloitte work which I think that they have already done. Best wishes belinda **Belinda Crowe** 148 Old Street, LONDON, EC1V 9HQ GRO Postline: **GRO** GRO **GRO** From: Chris Aujard **Sent:** 05 June 2014 14:48 To: Belinda Crowe

Cc: David Oliver

Subject: FW: eSRF - Project Sparrow with Linklaters

FYI – I assume that this has already been dealt, but if not.......

From: Jessica Madron Sent: 30 April 2014 15:42 To: Chris Aujard; Belinda Crowe

Subject: FW: eSRF - Project Sparrow with Linklaters

Chris, Belinda

Linklaters have discovered some additional cost they want to charge us that they had forgotten about when they originally quoted. Is this OK with both of you?

They also don't recognise the final element of work which I added to the SRF after discussions with Chris, which is highlighted in yellow below. Chris – could you let me know what you want to do on this please?

Many thanks
Kind Regards
Jessica Madron
Principal Lawyer
Legal & Compliance

My working days are Tuesday to Friday.

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From: Swil, Jonathan [mailto] GRO

Sent: 30 April 2014 10:50 **To:** Jessica Madron **Cc:** Renata Prywerek

Subject: RE: eSRF - Project Sparrow with Linklaters

Jessica

I have set out below the further wording for the eSRF you have requested. The proposed Stage 2 work you have described in square brackets is not familiar to me. Is it currently anticipated we will be asked to do that? If we do further work not generally covered by the descriptions I sent Renata initially, we may need to revise the estimate.

As discussed, since sending the eSRF to Renata initially, we have realised there was some time for this matter held on another Post Office matter. This has now been transferred over. Apologies for not spotting this earlier. The transfer has resulted in an increase to the Stage 1 fees, as set out below.

Do let me know if you have any questions regarding the estimates or responses to the eSRF below. I should be grateful if you could send us the relevant PO Number at your earliest convenience.

Kind regards

Jonathan

From: Jessica Madron [mailto: GRO

Sent: 24 April 2014 12:03 **To:** Swil, Jonathan

Cc: Renata Prywerek

Subject: FW: eSRF - Project Sparrow with Linklaters

Jonathan

I have been asked to review this eSRF and there are a few more bits of information I would find useful – as highlighted in yellow below.

If you could complete these and return it to me, that would be most helpful.

eSRF - POL Legal

1.	Is this a new SRF or is a Change being sought? (If a change, set out brief details below):	New eSRF			
2.	Matter description (brief):	Advice in relation to the Initial Complaint review and mediation Scheme – Project Sparrow			
3.	Total Fees Quote (incl VAT and whether fixed – a fixed charge irrespective of the time spent; capped – means maximum charge up to the cap, depending on hours spent, cap not to be exceeded; or variable):	£167,586 (incl. VAT), variable			
4.	PO Number (to be quoted on all invoices)	Project budget			
5.	CC and GL code				
6.	Initial Work Description & Work Plan (including completing the table):	Work will be divided into two stages: Stage 1: The preparation of a report covering legal issues in respect of claims made in the Scheme (already completed) Stage 2: Assistance (including by preparing papers and attending meetings/calls) to formulate options for implementing alternatives to the Scheme.			
7.	Details of any proposed changes (if applicable):				
8.	Detailed Fees Breakdown (including any	Stage 1: £94.655 (ex	xcl. VAT) (already con	npleted but not invoiced	
0.	anticipated disbursements and expenses) regarding Initial Work and Changer (as	Level of fee earner(s)	Anticipated amount of hours	Hourly rate/rate card	
	appropriate):	Partner	50.80	£692	
		Managing Associate	73.00	£452	
		Associate	22.60	£400	
		Associate	47.80	£348	
		Trainee	4.40	£168	
		assumptions:	excl VAT) work broker a short document on t	•	

	Attending four or five substantial telephone calls and two of three face to face meetings with the Post Office; and Preparing a report setting out future options and their viability is shorter and requires less preparatory work than the stage 1 report. [Developing appropriate questions for POL to submit to an independent expert] Level of fee earner(s) Anticipated amount of Hourly rate/rate card		
		hours	
	Partner	32	£692
	Managing Associate	50	£452
9. POL Legal Contact:	Rodric Williams		
10. POL Business Contacts	Belinda Crowe and David Oliver		
11. Law Firm – Main Contact for this matter:	Linklaters, Jonathan Swil		
12. Panel Firm Partner Contact:	Linklaters, Christa Band		
13. Panel Firm Case Ref:	Linklaters, Christa Band/ Jonathan Swil		
14. Instruction/Change Date:	28/2/14		
15. POL Legal Ref [to be quoted on all invoices]:	POL1424		
Signed by Law Firm Partner (& date):	Christa Band 7/4/14		
Signed by POL Head of Legal (& date):			

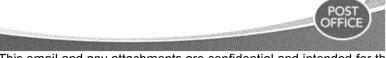
Many thanks

Kind Regards Jessica Madron Principal Lawyer Legal & Compliance

My working days are Tuesday to Friday.

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