

[REDACTED]

---

**From:** [REDACTED]

**Sent:**

23 August 2011 13:11

**To:** [REDACTED]

**Cc:** [REDACTED]

**Subject:**

RE: Qumran work steering group meeting 28/06/11

**Attachments:** [REDACTED]

Thanks [REDACTED]

I have attached

- [REDACTED]
- [REDACTED]
- [REDACTED]

As I mentioned at the meeting I will be on leave from tomorrow until Monday 12 September.

[REDACTED] will be managing things for DfE in my absence. She is on leave this week but will back in on Tuesday after the bank holiday.

Thanks to all for your continued support and input.

[REDACTED]

.....

[REDACTED]

Preventing Extremism Unit

Tel: [REDACTED]  
[www.education.gov.uk](http://www.education.gov.uk)

Department for  
**Education**

[REDACTED]

---

**From:**

**Sent:**

[REDACTED] 26 August 2011 10:45 [REDACTED]

**To:**

**Subject:**

[REDACTED] RE: Quilliam work steering group meeting 28/06/11

**Follow Up Flag:**

Follow up

**Flag Status:**

Flagged

Thanks [REDACTED]

Is there an 'are' missing in the first sentence between 'England' and 'helping'?

Kind Regards,

[REDACTED]

[REDACTED]

From:

Sent:

09 September 2011 14:54

To:

Cc:

Subject:

Documents for next Quilliam steering group meeting

Attachments:

Hi all,

Ahead of next week's meeting, please find attached:

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]

I'll also be emailing some more documents across before Tuesday [REDACTED]  
but the above documents will hopefully give everyone some points to consider in the meantime.

All best,

[REDACTED]

[REDACTED]



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[REDACTED]

---

From:  
Sent:  
To:  
Cc:

12 September 2011 16:19

Subject:  
Attachments:

RE: Documents for next Quilliam steering group meeting

Dear all,

In addition to my email on Friday, please find attached the remaining documents ahead of tomorrow's meeting:

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]

As for the agenda, I would suggest using last month's minutes. This seems to have worked well so far.

See you all tomorrow.

Best,

[REDACTED]

[REDACTED]



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[REDACTED]

---

From: [REDACTED]  
Sent: 15 September 2011 12:42  
To: [REDACTED]  
Subject: RE: [REDACTED]  
Attachments: [REDACTED]

Okay all. Thanks for this everyone. I've attached the final version – I've simply added the definition into the introduction as it seems to sit best there. Let me know if it all looks good to you.

If we are now happy with this final change, can we move forward with [REDACTED]

Thanks,  
[REDACTED]



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[REDACTED]

---

From: [REDACTED]  
Sent: 20 September 2011 13:00  
To: [REDACTED]

Hi [REDACTED]

I've just been in touch with Maajid. He's looking forward to getting your letter. However he asked me to ask you to send it as soon as you can, as [REDACTED]

Many thanks – and all best,  
[REDACTED]



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[REDACTED]

---

From: [REDACTED]  
Sent: 20 September 2011 14:48  
To: [REDACTED]  
Cc: [REDACTED]  
Subject: Survey Monkey update

Hi all,

The online survey is now loaded into Survey Monkey and is being tested for glitches. Once we get the email list we'll be all set to start sending it out.



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Email: [REDACTED]  
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Office phone: [REDACTED]  
Mobile: [REDACTED]  
Postal address: Quilliam, PO Box 60380, London, WC1A 9AZ, UK

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---

**From:** [REDACTED]  
**Sent:** 23 September 2011 15:26  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Emails for schools

Hi [REDACTED]

Do you know when you will be able to send us the emails for the schools? Everything is ready to go at our end and we are just waiting for these now.

All best,



QUILLIAM

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Office phone: [REDACTED]

Mobile: [REDACTED]

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[REDACTED]

---

From: [REDACTED]  
Sent: 30 September 2011 10:03  
To: [REDACTED]  
Subject: security checking

Hi [REDACTED]

We need to check if Quilliam staff members who will be handling the [REDACTED] data [REDACTED] have the appropriate security clearance.

This will be a counter terrorism check (CTC). Obviously if people know if they have that's great but I think we still need to confirm on the system. Please can supply:

- Name
- DOB
- Date the check might have been carried out (if possible)

I think there is a strong chance that these checks will have been carried out already for previous work.

Many thanks

[REDACTED]

.....  
[REDACTED]  
Preventing Extremism Unit  
Tel: [REDACTED]  
[www.education.gov.uk](http://www.education.gov.uk)

Department for  
**Education**

[REDACTED]

---

From: [REDACTED]  
Sent: 30 September 2011 17:48  
To: [REDACTED]  
Cc: [REDACTED]  
Subject: RE: [REDACTED]

Hi [REDACTED]

I will be out of the office on Monday so please can you send the details to my colleague [REDACTED] (copied in)?

Thanks

[REDACTED]

.....

[REDACTED]

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---

From: [REDACTED]  
Sent: 30 September 2011 10:06  
To: [REDACTED]  
Subject: RE: [REDACTED]

Thanks [REDACTED] Am checking this with them now and will reply asap.

[REDACTED]  
[REDACTED]

twitter: @quilliamf

[REDACTED]  
[REDACTED]

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[REDACTED]

From: [REDACTED]  
Sent: 05 October 2011 10:49  
To: [REDACTED]  
Subject: RE: [REDACTED]

[REDACTED]

Thank you for your response. Is Maajid able to come to discuss things at DfE next Tuesday at 14:00?

[REDACTED]

[REDACTED]

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---

From: [REDACTED]  
Sent: 03 October 2011 17:17  
To: [REDACTED]  
Subject: [REDACTED]

Dear [REDACTED]

Please find attached a response from Quilliam in reply to your letter of 29 September.

Best,

[REDACTED]

[REDACTED]

[REDACTED]



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[REDACTED]

Quilliam Twitter: @QuilliamF

Direct Telephone: [REDACTED]

Office Telephone: [REDACTED]

[REDACTED]

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[REDACTED]

---

From: [REDACTED]  
Sent: 05 October 2011 15:15  
To: [REDACTED]  
Subject: RE: [REDACTED]

Hi [REDACTED]

I presumed that Maajid [REDACTED] would want to be there in addition to [REDACTED]

[REDACTED] Of course if you think that Maajid would not be a helpful addition to the meeting then it's your choice.

I have put something in colleague's diaries here so all you need to do it to let me know who will be coming from Quilliam.

Thanks

[REDACTED]

.....

[REDACTED]

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---

From: [REDACTED]  
Sent: 05 October 2011 13:40  
To: [REDACTED]  
Subject: RE: [REDACTED]

Hi [REDACTED]

I have passed your request on to Maajid however the DfE point of contact for this entire project is [REDACTED]  
[REDACTED] We feel that [REDACTED] is the most suitable and equipped interlocutor at this stage for the project.

Would you like me to set up a meeting between yourself and [REDACTED] for the same time?

Kind regards,

[REDACTED]

[REDACTED]

[REDACTED]

twitter: @quilliamf

[REDACTED]

[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
05 October 2011 15:37

[REDACTED]  
RE: [REDACTED]

Hi [REDACTED]

Have you been able to track down the names and DOBs for the security checks yet? Does anyone know if they have been cleared already?

Thanks

[REDACTED]

---

[REDACTED]

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[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 06 October 2011 10:49  
**To:** [REDACTED]  
**Subject:** RE: [REDACTED]

Hi [REDACTED]

Sorry for the delay on this. As far as we can find out [REDACTED] Can you please outline why we need a CTC [REDACTED]

Thanks,  
[REDACTED]  
[REDACTED]  
[REDACTED]

twitter: @quilliamf  
[REDACTED]  
[REDACTED]

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[REDACTED]

---

From:  
Sent:  
To:  
Subject:

[REDACTED]  
06 October 2011 12:04  
[REDACTED]  
RE: [REDACTED]

Hi [REDACTED]

I have managed to discuss this further with our security team and made the case as to why CTC clearance is not needed and they have accepted this. Sorry for making you chase unnecessary information.

[REDACTED]

.....  
[REDACTED]  
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[REDACTED]

---

From:  
Sent:  
To:  
Subject:

[REDACTED]  
06 October 2011 12:09  
[REDACTED]  
RE: [REDACTED]

Hi [REDACTED]

No problem. Thanks for being patient. Thank you also for making the case on our behalf and getting us past the usual red tape.

Best,  
[REDACTED]  
[REDACTED]  
[REDACTED]

twitter: @quilliamf  
[REDACTED]  
[REDACTED]

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[REDACTED]

---

From:  
Sent:  
To:  
Subject:

[REDACTED]  
06 October 2011 14:10  
[REDACTED]  
[REDACTED]

Great. So basically, it looks like if I make a few changes to [REDACTED] then that should do it? Is that correct?

[REDACTED]  
[REDACTED]



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Quilliam Twitter: @QuilliamF  
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[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 06 October 2011 14:40  
**To:** [REDACTED]  
**Subject:** RE: [REDACTED]

I think so. I am filling in some of the paperwork but that should be sorted in the next couple of days.

Thanks

[REDACTED]

---

[REDACTED]

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---

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 06 October 2011 16:17  
**To:** [REDACTED]  
**Subject:** [REDACTED]  
**Attachments:** [REDACTED]

Okay [REDACTED] Here's the revised version of the questions with all the points addressed. Hopefully they will be happy with this.

Thanks again for all your help on sorting this out.

[REDACTED]

[REDACTED]



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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
06 October 2011 16:23  
[REDACTED]  
[REDACTED]

Thanks. I will send this off now.

Hopefully this means that everything can be sent out next week.

[REDACTED]

.....  
[REDACTED]  
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**Tel:** [REDACTED]  
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[REDACTED]

---

From: [REDACTED]  
Sent: 07 October 2011 11:49  
To: [REDACTED]  
Subject: RE: [REDACTED]

Hi [REDACTED]

Yes 4pm on Tuesday is fine. [REDACTED] will be attending but Maajid is not able to as he is in another meeting and [REDACTED] is best placed to answer any queries DfE may have. I will pass this on to [REDACTED] now.

Many thanks,  
[REDACTED]  
[REDACTED]  
[REDACTED]

twitter: @quilliamf  
[REDACTED]  
[REDACTED]

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From: [REDACTED]  
Sent: 07 October 2011 11:40  
To: [REDACTED]  
Subject: RE: [REDACTED]

Hi [REDACTED]

Due to unforeseen events we need to move the meeting next tuesday to 4pm. This will ensure that senior colleagues: Meala Watts - Director responsible for preventing extremism and Simon Parkes - DfE Finance Director are able to attend the meeting. Please can you confirm whether this shift is ok and who will be attending the meeting for Quilliam. Will Maajid be in attendance as well as [REDACTED]

Many thanks  
[REDACTED]

.....

[REDACTED]

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Tel: [REDACTED]  
[www.education.gov.uk](http://www.education.gov.uk)

[REDACTED]

---

**From:**

**Sent:**

09 October 2011 22:53

**To:**

**Cc:**

**Subject:**

Dear [REDACTED]

Thank you for your email. [REDACTED] and I will both see you on Tuesday. [REDACTED]  
[REDACTED]

Dear [REDACTED] please apologise to [REDACTED] for me, explain the situation and offer to rearrange our Tuesday afternoon meeting.

Best,  
Maujid

Sent remotely - sorry for any typos

[REDACTED]

**From:** [REDACTED]  
**Sent:** 13 October 2011 13:38  
**To:** [REDACTED]  
**Subject:** privacy issues

Hi [REDACTED]

I'm about to submit my final information about the privacy arrangements for this research. I need two bits of information from Quilliam. Please can you supply me with a sentence or two on:

Storage of data - Where will data be held - nothing too detailed, but whether Oracle or somesuch database with a generic description of the security (if connected to the web, what firewalls

Access (who will access the data within Quilliam (that holds the names or any un-excised personal information), and how will they access it (2/3 factor authentication, passwords etc.)

I have the rest covered.

Thanks

[REDACTED]

.....  
[REDACTED]

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[REDACTED]  
From: [REDACTED]  
Sent: 13 October 2011 14:55  
To: [REDACTED]  
Subject: RE: privacy issues

Thanks [REDACTED] I think that's adequate.

.....  
[REDACTED]  
Preventing Extremism Unit  
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---

From: [REDACTED]  
Sent: 13 October 2011 14:52  
To: [REDACTED]  
Subject: RE: privacy issues

Hi [REDACTED]

In relation to these issues:

Data collected in relation to the DfE project will be held on secure servers in our offices [REDACTED]. The folders containing the data can only be accessed through passwords held by those Quilliam staff working on the project and they will additionally be encrypted (our IT people are arranging the encryption now and this should be done by the end of today). The servers cannot be accessed remotely. The folders can therefore only be accessed through the computers in the Quilliam office which are themselves also password protected. No potentially confidential data held in relation to the DfE project will be stored on portage devices such as laptops or other portage data storage systems. In addition, our offices [REDACTED] are in a building owned and used by a [REDACTED]. As a result, the building itself has a high level of security (e.g. [REDACTED]). In order to protect the [REDACTED]. As tenants in the building Quilliam benefits from this additional security.

Let me know if there is anything else.



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Email: [REDACTED]

[REDACTED]

---

From: [REDACTED]  
Sent: 13 October 2011 16:30  
To: [REDACTED]  
Subject: RE: [REDACTED]

I've submitted the [REDACTED] information now, so just waiting for clearance. We have the rest of the bits and pieces ready so it should be in the next couple of days.

[REDACTED]

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From: [REDACTED]  
Sent: 13 October 2011 16:28  
To: [REDACTED]  
Subject: RE: [REDACTED]

Any idea when we'll be able to get this all up and running—even the [REDACTED] at least?

[REDACTED]



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[REDACTED]

---

From: [REDACTED]  
Sent: 13 October 2011 16:36  
To: [REDACTED]  
Subject: RE: [REDACTED]

Maybe even a couple or just wait until the next meeting?

.....  
[REDACTED]  
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---

From: [REDACTED]  
Sent: 13 October 2011 16:35  
To: [REDACTED]  
Subject: RE: [REDACTED]

It might be an idea to push it back by one week.



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[REDACTED]

---

From: [REDACTED]  
Sent: 13 October 2011 16:44  
To: [REDACTED]  
Subject: RE: [REDACTED]

Ok, though I think we should be flexible. If it takes a few weeks longer [REDACTED] then we should consider moving the 17<sup>th</sup> back a bit.

.....  
[REDACTED]  
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---

From: [REDACTED]  
Sent: 13 October 2011 16:42  
To: [REDACTED]  
Subject: RE: [REDACTED]

I think a couple of weeks might be too long. And the meeting on the 17<sup>th</sup> is more of a wrapping-up meeting.



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From: [REDACTED]  
Sent: 13 October 2011 16:51  
To: [REDACTED]  
Subject: RE: [REDACTED]

Well, shall we play that issue as it goes? I think it's useful to have fairly regular meetings. I feel that it will be important for me to update you all [REDACTED]  
[REDACTED]  
[REDACTED]



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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
17 October 2011 16:58  
[REDACTED]  
RE: [REDACTED]

Thanks [REDACTED]

---

[REDACTED]  
Prevention Extremism Unit  
Tel: [REDACTED]  
[www.education.gov.au](http://www.education.gov.au)

Department for  
**Education**

[REDACTED]

---

**From:** Maajid Nawaz [REDACTED]  
**Sent:** 13 October 2011 18:58  
**To:** SCOTT, Shan  
**Cc:** PRATT, Rosemary; WATTS, Mela; PARKES, Simon, [REDACTED]  
**Subject:** Re: DfE and Quilliam meeting

Dear Shan,

Thank you for your e-mail. It was a pleasure talking to you all, and I must say that Simon's interventions were particularly helpful in clarifying the way forward for us (Thank you Simon).

I notice that you didn't copy [REDACTED] in to this email. [REDACTED] is the PoC with DfE for all matters of this project except such exceptional circumstances as the matters that led us to the meeting.

[REDACTED] will be following up personally on all the issues you have raised and is already working on [REDACTED]. I don't say this for any other reason but that I [REDACTED]. Hence, liaising with [REDACTED] directly is the best course of action for you. As a minimum please make sure he is copied in to all correspondence.

[REDACTED]

Thank you and I hope that upon my return this matter will be resolved to everyone's satisfaction and we can get on with the work expected. I know [REDACTED] is committed to making that happen.

Best,

Maajid

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 14 October 2011 14:58  
**To:** [REDACTED]  
**Subject:** RE: DFE and Quilliam meeting

Hi [REDACTED]

Thanks for that. I've forwarded your suggestion to Maajid.

On the dates, anytime that week is fine for me.

[REDACTED]

[REDACTED]



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---

**From:** [REDACTED]  
**Sent:** 17 October 2011 14:11  
**To:** [REDACTED]  
**Cc:** SCOTT, Shan; PRATT, Rosemary  
**Subject:** RE: privacy Issues

Hi [REDACTED]

Many thanks for re-scheduling the update meeting to the first week of November.

Do you have any updates on when we will be able to start [REDACTED]  
[REDACTED] These delays are really starting to put pressure on our whole schedule.

Best,

[REDACTED]

[REDACTED]  
[REDACTED]

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 17 October 2011 16:10  
**To:** [REDACTED]  
**Cc:** SCOTT, Shan; PRATT, Rosemary; [REDACTED]  
**Subject:** RE: privacy issues

Hi [REDACTED]

I have just got the go-ahead from the DfE privacy/data security team so I think that we are ready to go. This means that we should have everything sent out by Wednesday.

Please can you send me the final versions of [REDACTED]  
[REDACTED] have had some email trouble and want to make sure that I have the correct versions of everything.

Many thanks

[REDACTED]

.....  
[REDACTED]  
Preventing Extremism Unit  
Tel: [REDACTED]  
[www.education.gov.uk](http://www.education.gov.uk)

Department for  
**Education**

---

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 17 October 2011 16:38  
**To:** [REDACTED]  
**Cc:** SCOTT, Shan; PRATT, Rosemary [REDACTED]  
**Subject:** RE: privacy issues  
**Attachments:** [REDACTED]

Great!!

Attached are the three docs that you need. In them I've highlighted some areas where you need to add DfE contact details.

[REDACTED]

[REDACTED]



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[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 20 October 2011 12:08  
**To:** [REDACTED]  
**Subject:** RE: privacy issues

Hi [REDACTED]

It has occurred to me that we may want to set deadlines for [REDACTED] if so, what date do you want to give?

I will have an update later today about when the emails will go out, hopefully tomorrow.

Thanks

[REDACTED]

.....  
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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
20 October 2011 12:23

[REDACTED]  
RE: privacy issues

How about ten working days [REDACTED]

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 20 October 2011 12:41  
**To:** [REDACTED]  
**Subject:** RE: privacy issues [REDACTED]

It's half term next week for many schools so we might want to give them some more time?

.....

[REDACTED]

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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Cc:**  
**Subject:**

[REDACTED]  
24 October 2011 01:19

[REDACTED] SCOTT, Shan  
PRATT, Rosemary; WATTS, Mela; PARKES, Simon; [REDACTED]  
RE: Latest Quilliam - DfE figures [REDACTED]

Hi [REDACTED]

I'm not entirely happy with deferring this even further due to the additional strain that this puts on our research and writing-up schedule. However if DfE thinks [REDACTED]  
[REDACTED] then I am inclined to defer your greater expertise. However I cannot stress enough that these delays are really having a very substantial impact on our schedule and delivery timetable.

All best,  
[REDACTED]

[REDACTED]

---

From: [REDACTED]  
Sent: 25 October 2011 13:37  
To: [REDACTED]  
Subject: written statement - quilliam staffing

Hi [REDACTED]

You had a conversation with Shan yesterday about staffing at Quilliam and agreed to put the information in writing for us. Are you still able to do this today?

Thanks

[REDACTED]

.....

[REDACTED]

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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
25 October 2011 20:22  
[REDACTED]

RE: written statement - quilliam staffing

Hi [REDACTED]

I've written the statement but Maajid told me that he wanted to approve it before I sent it onto you. I am waiting for him to do this - and have chased him up but so far with no firm result. My apologies for this - It is frustrating for me as well. I'll send it on you as soon as I have it approved by him - hopefully early Wednesday morning.

Best,  
[REDACTED]

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 26 October 2011 09:49  
**To:** [REDACTED]  
**Subject:** RE: written statement - quilliam staffing

Hi [REDACTED]

I understand. Thanks for pursuing Maajid.

[REDACTED]

.....

[REDACTED]

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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
28 October 2011 10:44

**RE:** [REDACTED] [REDACTED]

Thanks.

.....  
[REDACTED]  
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Tel: [REDACTED]  
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[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 28 October 2011 13:35  
**To:** [REDACTED]  
**Cc:** Maajid Nawaz  
**Subject:** RE: Quilliam-DfE

Dear [REDACTED]

Thank you for your swift reply; I'm pleased that we you agree with our suggestions about what it's possible to deliver over the next month. Let's discuss finer details early next week as well as the agenda for next Thursday's meeting.

Kind regards

[REDACTED]

.....

[REDACTED]

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[REDACTED]

---

From:

Sent:

[REDACTED] 31 October 2011 10:07 [REDACTED]

To:

Subject:

Attachments: [REDACTED]

H [REDACTED]

[REDACTED]

Shall we have a chat tomorrow about the agenda for Thursday?

[REDACTED]

---

[REDACTED]

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[REDACTED]

---

From: [REDACTED]  
Sent: 31 October 2011 10:37  
To: [REDACTED]  
Subject: [REDACTED]

Hi [REDACTED]

[REDACTED] Happy to talk tomorrow about the meeting.

Best,  
[REDACTED]  
[REDACTED]  
[REDACTED]



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[REDACTED]

---

From:  
Sent:  
To:  
Subject:

[REDACTED]  
31 October 2011 11:58  
[REDACTED]

web text  
[REDACTED]

Hi [REDACTED]

Web text is now live.

[REDACTED]

---

[REDACTED]

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[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 07 November 2011 13:59  
**To:** [REDACTED]  
**Subject:** RE: Quick question - DFE letter to schools  
**Attachments:** [REDACTED] [REDACTED]

Hi [REDACTED]

I've attached the email that went out.

[REDACTED]

.....

[REDACTED]

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[REDACTED]  
From:

Sent:

[REDACTED]  
08 November 2011 10:45

To:

Cc:

Subject:

[REDACTED]  
handover meeting



Hi [REDACTED]

As discussed, it would be useful to have a handover meeting with both you and [REDACTED] before you leave next week. Are you both free on Thursday the 17<sup>th</sup> at 11am? If it is necessary to look at things on your computer systems [REDACTED] and I can come to the Quilliam offices.

Thanks

[REDACTED]  
.....  
[REDACTED]  
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From:  
Sent: 08 November 2011 10:51  
To:  
Cc:  
Subject: RE. handover meeting

Hi

I've actually decided to slightly alter around my final time at Quilliam. Basically I am now planning to:

1. ) Take a few days off during the next ten days.
2. ) Make up these days in the week 21<sup>st</sup>-25th.

One advantage of this, is that this extra time will allow me to add in more information

In view of this, we could either do that handover that you suggest during that week or we can put together a different meeting in which could also be involved.

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[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 08 November 2011 10:56  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** RE: handover meeting



Hi [REDACTED]

Ok, that makes sense, thanks for rearranging things. Shall we say Thursday the 24<sup>th</sup> then?

[REDACTED]

.....

[REDACTED]

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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Cc:**  
**Subject:**

[REDACTED]  
08 November 2011 16:16  
[REDACTED]

RE: handover meeting



I think that should be fine. Also, can you please make sure that [REDACTED] is cc'd into all emails from now on - to ensure that he is able to respond to anything that comes up on any days that I am out of the office.

Thanks,

[REDACTED]

---

[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
09 November 2011 15:45  
[REDACTED]



Hi [REDACTED]

A couple of questions

We've rearranged the handover meeting for Thursday 24, this is still a couple of weeks off so I wondered if you would like quick catch up next week (though [REDACTED] will be on leave for some of it), it would be useful just to get a quick rundown of activity and any issues.

[REDACTED]

Thanks

[REDACTED]

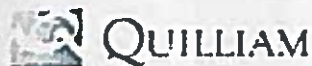
.....  
[REDACTED]  
Prevention Extremism Unit  
Tel: [REDACTED]  
[www.education.gov.uk](http://www.education.gov.uk)

Department for  
**Education**

[REDACTED]  
From: [REDACTED]  
Sent: 21 November 2011 16:28  
To: [REDACTED]  
Subject: RE: [REDACTED]

Hi [REDACTED]

I'm just talking about our handover meeting now with [REDACTED] What time exactly are we meeting you on Thursday?  
I don't seem to have it in my calendar.



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From: [REDACTED]  
Sent: 11 November 2011 09:49  
To: [REDACTED]  
Cc: [REDACTED]  
Subject: RE: [REDACTED]

Hi [REDACTED]

I can do most times on those days. What about first thing on Friday morning? I'm happy to come to the Quilliam offices.



**From:** [REDACTED]  
**Sent:** 10 November 2011 21:53  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Re: [REDACTED]



Hi [REDACTED]

I will be in London on Thursday and Friday of next week, can you do any time on those days?

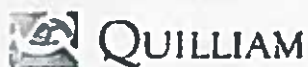
Kind Regards,

[REDACTED]

[REDACTED]  
From: [REDACTED]  
Sent: 23 November 2011 11:45  
To: [REDACTED]  
Subject: RE: [REDACTED]

Hi [REDACTED]

Did you figure out a time to meet tmw afternoon? Any time is fine for us.



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From: [REDACTED]  
Sent: 22 November 2011 09:36  
To: [REDACTED]  
Cc: [REDACTED]  
Subject: RE: [REDACTED]

All

We have not organised a time yet. What about 2pm?



From: [REDACTED]  
Sent: 22 November 2011 09:00  
To: [REDACTED]  
Cc: [REDACTED]  
Subject: RE: [REDACTED]



Dear [REDACTED]

I've just checked [REDACTED] diary, and I can't see a Quilliam meeting in there - sorry. He's back off leave today so will be able to let you know.

[REDACTED] do you know when [REDACTED] is meeting Quilliam on Thursday?

From: [REDACTED]  
Sent: 21 November 2011 16:39  
To: [REDACTED]  
Subject: FW: [REDACTED]



Hi [REDACTED]

Can you help with this - see below...



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---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
23 November 2011 15:20  
[REDACTED]  
RE: [REDACTED]

Hi [REDACTED] So is it 2pm then? Also, what's the best way for me to transfer all our info over to you [REDACTED]  
[REDACTED] hall. I email it to you in advance or do you want me to bring it over on a memory  
stick?



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[REDACTED]

---

From:  
Sent:  
To:  
Subject:

[REDACTED]  
23 November 2011 11:47  
[REDACTED]  
RE: [REDACTED]

Sure, that's fine for me. Sorry – though that email was for your colleagues.

[REDACTED]

[REDACTED]



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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**  
**Attachments:**

[REDACTED]  
23 November 2011 11:47

RE: [REDACTED]  
RE: [REDACTED]



H [REDACTED]

I emailed yesterday (attached). How about 2pm?

Thanks

[REDACTED]

---

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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Cc:**  
**Subject:**

[REDACTED]  
24 November 2011 10:35  
[REDACTED]  
[REDACTED]  
RE: [REDACTED]



Hi [REDACTED]

I've just spoken to [REDACTED]. He was under the impression that we would be coming over to DfE to present our findings. But if you want to come over here to pick up the documents at 2pm, that's all fine with us. Just let us know what the plan is.



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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Cc:**  
**Subject:**

[REDACTED]  
24 November 2011 10:22

[REDACTED]  
RE: [REDACTED]



Hi [REDACTED]

I was under the impression that we were coming over to Quilliam this afternoon and this would give us the chance to see if any tiny tweaks needed to be made before we transfer the documents.

I will bring an encrypted memory stick (this needs to be to a specific DfE standard and only our own sticks work on our systems) to transfer any completely finished or sensitive info and anything that you need to make very minor changes to you can email to us tomorrow.

Is that ok?

[REDACTED]

.....

[REDACTED]

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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Cc:**  
**Subject:**

[REDACTED]  
24 November 2011 12:17  
[REDACTED]  
[REDACTED]  
RE: [REDACTED]

Hi [REDACTED]

We just tried to give you a call. Can you let us know what's going on?

[REDACTED]  
[REDACTED]



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Office phone: [REDACTED]  
Mobile: [REDACTED]  
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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
24 November 2011 16:48  
[REDACTED]  
RE: [REDACTED] [REDACTED]

Thanks [REDACTED]

As agreed, let me know when a good time to come over tomorrow will be. Also (and I think we covered this properly but I wanted to make sure), the most important thing for me now is that the spreadsheet [REDACTED] has all the right info to help us make follow up conversations, this means knowing [REDACTED] We need to be able to build on your good work!

[REDACTED]

.....  
[REDACTED]  
Preventing Extremism Unit  
Tel: [REDACTED]  
[www.education.gov.uk](http://www.education.gov.uk)

Department for  
**Education**



[REDACTED]

---

From:  
Sent:  
To:  
Subject:

[REDACTED]  
24 November 2011 17:15  
[REDACTED]  
RE: [REDACTED]

Hi [REDACTED]

It seems that we haven't kept all the details of the names of PA etc. However, I'll make sure that I make all the data that we have available.

[REDACTED]

[REDACTED]



QUILLIAM

Challenging Extremism | Promoting Pluralism | Inspiring Change

Email: [REDACTED]  
Quilliam Twitter: [@Quilliam](#)  
Office phone: [REDACTED]  
Mobile: [REDACTED]  
Postal address: Quilliam, [REDACTED]

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For our latest news, please visit: [www.quilliamfoundation.org](http://www.quilliamfoundation.org)

Please consider the environment before printing this email.

[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
24 November 2011 17:17  
[REDACTED]  
RE: [REDACTED]

Thanks.

[REDACTED]

.....  
[REDACTED]  
Preventing Extremism Unit  
Tel: [REDACTED]  
[www.education.gov.uk](http://www.education.gov.uk)

Department for  
**Education**

[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Cc:**  
**Subject:**

[REDACTED]  
25 November 2011 10:17  
[REDACTED]  
[REDACTED]



Hi [REDACTED]

Anytime that you want to go over to Quilliam and pick up the documents is fine. I won't be there but [REDACTED] in log you [REDACTED] and then the DFE folders that I showed you are in a special secure 'DFE' drive that we created and which is it network places [REDACTED] will be able to show you where this is. If you have any questions just give me a call on [REDACTED]

[REDACTED]

[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
25 November 2011 10:26  
[REDACTED]



Hi [REDACTED]

Yes please just give me a heads up at what time roughly you plan to come over so that I will not be on lunch!

Thanks  
[REDACTED]

[REDACTED]  
twitter: @quilliamf  
[REDACTED]

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-----Original Message-----

**From:** [REDACTED]  
**Sent:** 25 November 2011 10:21  
**To:** [REDACTED]  
**Co:** [REDACTED]  
**Subject:** [REDACTED]

Thanks. I will be over later this afternoon. If that's ok with [REDACTED]

.....  
[REDACTED]

Preventing Extremism Unit  
Tel: [REDACTED]  
[www.education.gov.uk](http://www.education.gov.uk)

[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
25 November 2011 16:56  
[REDACTED]



Hi [REDACTED]

I just wanted to check that you were on your way over - as I mentioned before I need to leave the office promptly by 5.30 at the latest,

Thanks  
[REDACTED]  
[REDACTED]  
[REDACTED]

twitter: @quilliamf  
[REDACTED]

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[REDACTED]

---

**From:**  
**Sent:**  
**To:**  
**Subject:**

[REDACTED]  
30 November 2011 11:03  
[REDACTED]



Hi [REDACTED]

As discussed, I have forwarded this request to both [REDACTED] and [REDACTED] and will be able to update you once I have had a response.

Thanks  
[REDACTED]

[REDACTED]

twitter: @quillamf  
[REDACTED]

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