



WIG

The Whitehall & Industry Group
connecting the sectors



Workings of Whitehall March 2022: Key Players in the Policy Making Process

Week 1: Thursday 10 March 2022, 09:45-12:30 – An Overview of the Civil Service and the Policy Making Process

09:45	Registration and Chair Welcome	
09:50	Attendee Introductions and Objective Setting (in Breakout Rooms) <ul style="list-style-type: none"> - An opportunity for participants to make introductions and set out their learning aims for the day 	Tom Sapsted Director of Strategic Engagement, The Whitehall & Industry Group
10:10	Overview of the Civil Service, the Cabinet Office and Key Players in the Policy Making Process <ul style="list-style-type: none"> - Learn about the structure of the Civil Service - Gain an insight into the role of different departments and how they interact with central government - Hear about the differences between Whitehall and Westminster and how the two interact 	Tom Sapsted
10:45	Q&A	All
10:55	Break	
11:00	Overview of Policy Making (with a policy case study) <ul style="list-style-type: none"> - Learn how policy is made by the Civil Service, with an insight into consultation and evidence gathering processes - Understand how policy is formed in practice and the role of the policy maker - Hear about a real-world policy example 	Olly Newton Executive Director, The Edge Foundation , and former Head of Apprenticeships Strategy, Department for Education (DfE)
11:45	Group Activity: A Policy Proposal (in Breakout Rooms) <ul style="list-style-type: none"> - Put some of the lessons you have learned into practice during this group exercise 	Olly Newton, Tom Sapsted Elena Wilson Policy Manager, The Edge Foundation and former Central Strategic Finance Advisor, Department for Education (DfE)
12:15	Close	

Week 2 – Thursday 17 March 2022, 10:00-12:00 – The Role of HM Treasury and The Permanent Secretary

10:00	Registration	
10:05	<p>Reflection on Key Learning Aims</p> <ul style="list-style-type: none"> - A chance to review and ask questions about what you have learnt so far 	<p>Tom Sapsted</p> <p>Director of Strategic Engagement, The Whitehall & Industry Group</p>
10:15	<p>The Role of HM Treasury</p> <ul style="list-style-type: none"> - Learn how policy funding decisions are made - Understand the way in which a spending review works - Gain an insight into the interaction between HM Treasury and other departments 	<p>Alexandra Cran-McGreehin</p> <p>Chief Operating Officer, The Whitehall & Industry Group and former Head of Costing, HM Treasury</p>
10:40	Q&A	All
11:05	Break	
11:15	<p>The Role of the Permanent Secretary</p> <ul style="list-style-type: none"> - Hear from a former Permanent Secretary about their role at the top of a department and their legal responsibilities, including as Accounting Officer - Understand the ways in which a Permanent Secretary interacts with their department, Secretaries of State, businesses and SpAds 	<p>Jonathan Slater</p> <p>Permanent Secretary, Department for Education (2016-2020)</p>
11:40	Q&A	All
12:00	Close	

Week 3 – Thursday 24 March 2022, 10:00-12:45 – Special Advisers, The Private Secretary and Engaging with Policy Makers

10:00	Registration	
10:05	Introduction to final session	Tom Sapsted Director of Strategic Engagement, The Whitehall & Industry Group
10:10	The Role of the Special Adviser <ul style="list-style-type: none"> - Learn about the unique and unusual role of the 'SpAd' - Understand the ways Special Advisers and Ministers work together - Hear how Special Advisers interact with the wider Civil Service and businesses 	Tbc
10:30	Q&A	All
10:50	Break	
11:00	How Business Engages with Whitehall <ul style="list-style-type: none"> - Understand how and when business can connect and collaborate with central government - Learn how businesses can engage in policy making - Hear about the practical and appropriate steps to getting in touch with Senior Civil Servants 	Tbc
11:20	Q&A	All
11:40	Break	
11:50	The Role of the Private Secretary <ul style="list-style-type: none"> - Hear from a Private Secretary to a Minister, and to a Permanent Secretary, learning what their roles entail - Learn about the working life and schedule of a Minister - Understand how businesses can engage with Ministers and Permanent Secretaries 	Gladys Mugugu Senior Private Secretary, Office of the Secretary of State for Education, Department for Education Katherine Exelby Private Secretary, Office of the Secretary of State for Education, Department for Education
12:10	Q&A	All
12:30	Concluding Remarks <ul style="list-style-type: none"> - A review of the day, reflecting on the key learning aims as set out at the beginning and middle of the seminar with a final Q&A 	Tom Sapsted
12:45	Close	