

## **(POS 216)PUBLICATION ADMINISTRATION IN NIGERIA**

Administration is very wide or pervasive. Administration is found everywhere. One's admission to university is an administration.

Administration concerns an integration or management of men and material to achieve a desired goal. Some people equate administration to mean management.

### **Definition of Public Administration**

Organization and direction of human and material resources to achieve desired goals or desired objectives.

Or as a corollary; is the organization of and management of men and material to achieve purposes of government.

Public Administration means

The science and art of management as applied to the affairs of state.

# Summary of Definitions of Public Administration

- (1) A cohesive group effort in a public setting
- (2) Public administration covers the three arms of government the executive; legislature and judiciary but with slight emphasis on executive.

Public administration also cover the rest relationship at the 3 arms of government

- (3) Public administration has an important role in the formulation of public policies. It forms a part in political process
- (4) Public administration is more important and also different from private administration.
- (5) Public administration is closely associated with numerous private groups in providing services to the community. This is more so in developed capitalist countries e.g. USA.

# PUBLIC ADMINISTRATION

(1) The first thing to know is that public administration is different from all other institution of the society; because it is the best organized institution of the society.

(2) It endures in terms of longevity.

(3) It is permanent; it stays there we can't do without it.

The citizen of the country could not do a public administration you either accept or commit a breach of law.

(4) The citizen knows that PA compels obedience; you have to obey.

(5) It has a legal monopoly of coercive power – If one commit an offence one is likely to fall into the hands of police.

## ARMS OF GOVERNMENT

The university is under the National Universities Commission and NUC is under the government – that is by definition that says that administration is processes of government.

There are 3 arms of government.

- ❑ The Executive – to execute or apply state law made by no. 2
- ❑ Legislature – make laws
- ❑ Judiciary – try to adjudicate.

- ⦿ Administration falls in the Executive branch of the government.
- ⦿ The executive serves as the linkages or liaison of arms of government.
- ⦿ When the legislative makes law, it will be passed to the Executive and the administration will try to execute.

# WAYS OF IDENTIFYING THE SUBJECT MATTER

- ◎ Communalism approach
- ◎ Political legal approach short comings
- ◎ Behavioral Approach
- ◎ Structural functional approach

(1) The first approach will be to identify all activities of a society in any community that are subject to political control – that is communalism approach

In a communist or Totalitarian regime public administration covers everything in the society and it is subject to government control. The government controls even education.

In totalitarian regime public administration is more powerful than communal society it is more coercive the government rely on public administration for virtually everything.

In government union everything is owned by the government i.e the Railway and other institutions.

In the US an individual could own a radio station; the company could own a railway – it is unthinkable in any socialist country.

The second way of identifying public administration is the identification of public institution granted public law, financed by public money and staffed by professional public or civil servant.

For example who is financing Power Holding Company; Nigeria Breweries; Union Bank – this has nothing to do with public administration.

This way of approach is called political legal approach  
short comings

It has a short comings at times when government join hands with an individual or private institution it might be difficult to know whether it is public administration or not.



(3) **3<sup>rd</sup> Approach** will be a study of administrative attitude particularly those of decision makers who makes objective and rational decision that affects the society. This is not easily identified this is a **Behaviourial Approach**

(4) The last approach will be to identify public administration according to unique feature or problems employed in activating public policies. This is **Structural Functional Approach**

Break an institution down according to the approach; look at the structure and functions than you know whether it has anything to do as public administration or not.

# THE IMPORTANCE (FUNCTIONS) OF PUBLIC ADMINISTRATION IN

## NATIONAL DEVELOPMENT

- A. The first one is the preservation of polity (political system). It also entails promotion of unifying elements within the country.
- B. Maintenance of stability and order in the political system. This entails defense of status quo; essentially this is saying that PA is conservative.
  - Peaceful reconciliation of disputes e.g. when two communities are fighting.
- C. Institutionalization of change; when there is change in PA makes sure that the change over is very smooth, may it be from military to civilian or president to other president.
  - It also provides planning mechanisms for development i.e. supplying development programme for the country. Engaging in reactive research.
  - In any government, there is always people in department of political research either state or country.
  - As regards Economic; there is a ministry of economic development to see to the development of the state or the country.

- D. Management large scale communal services. i.e. social services like hospitals; schools roads, etc public utility; amusement park.
- E. Ensuring growth of polity; economic, social, cultural – joint to make sure that the country grows.
- F. Public administration protect the defenceless citizens through police.
- G. It makes sure that the law passed are not discriminatory i.e. the law is more respectable anybody.
- H. Formation of public opinion – people will make their views known through edition to the ministry or the news papers, It is the work of public administration to make sure that this is integrated to the planning of the government.

# DIFFERENCE BETWEEN PUBLIC AND PRIVATE ADMINISTRATION

## (1) Political Direction

Unlike public administration private administration is not subjected to political direction i.e. if you have a private business the way you manage your staff or administration does not concern any government.

- ❑ At times you have private organization under government control. This may occur if there is a state of emergency in the country or if there is a state of emergency in the country or if there is a new law requiring universal application e.g. indigenization decree therefore the government encroach in the independence of private administration.
- ❑ The private administration concern too often under government in socialist countries.

## (2) Profit Motives

If you set up a private organization, you don't set it up to satisfy your fellow men but to make gain, so anywhere where you have private administration there is always profit motives. But public administration is not for profit motives.

However, there is exception government corporation, government results then to be self-sufficient and therefore they make gain e.g. the water corporation, NEPA, Railway corporation but the latter always run at loss.

## (3) Difference between Expenditure and Income

In private administration that you make sure that your income exceed your expenditure because you want to make profit. But this is not so in public administration – In public administration expenditure far exceed the revenue.

(4) Public administration is more comprehensive and it is multi-functional. This may be true of developing countries like Nigeria where you can not compare a ministry that has branches in all the localities with the Bill Gate, or Aliko Dan Gote private business.

(5) Public administration has responsibility to the public which it serves - that is dealing with responsiveness of public administration.

(6) Public administration gives uniform treatment to everybody.

(7) Private organization uses public relation than public administration or public relation has a narrower concept for public administration than for private administration i.e. if you are a business man the way you treat your customer will be more hospitable than it is in hospital or Power Holding Company. Everything that belongs to everybody belongs to nobody.

## (8) Efficiency

- Private administration is more efficient than public administration – hence “what belongs to all belongs to nobody”

(9) Public administration is subject to external financial control i.e the government give them subvention, so they try to control what they do.

# PUBLIC ADMINISTRATION AS ACADEMIC DISCIPLINE

At times public administration is studied under political science of times separately. The reason why political science dominate public administration is that it is a new discipline. The course public administration deals with executive arms of government.

- ⦿ Administration is as old as man. From time in memorial administration has been going on.
- ⦿ Public administration is a new phenomenon. There was nothing like public administration until late 18<sup>th</sup> C.



# What are the factors that contributed to the growth of Public Administration

(1) The development of modern sciences and technology which changed the standard of living of people and also altered drastically the activity of government. Governing was becoming more complex. So people were not concerned of governing alone but how they could govern effectively power should not be seen as an end in itself but a means towards an end. So in trying to find the means people turn to public administration.

- ⦿ Industrialization created new and complex organization that it takes new dimension. This brought about the problem to solve people's co-ordination; social relationship and social organization.

(2) The emergence of scientific management movement in America towards the end of the 19<sup>th</sup> Century.

(3) The emergence of the concept of welfare state. Emphasis now shifted to the welfare of the people.

(4) The emergence of the study of social sciences. It was after the WWI that discipline like sociology; anthropology; political science became more pronounced – received more attention

## THE GROWTH OF CIVIL SERVICE

The structure cannot exist without personnel – the people involved in administration, these are civil servants.

The idea of civil service is old as man himself. But essentially the term civil service dated to the era of Bismarck in Germany.

Bismarck made law stipulating the function of civil servants and their area of jurisdiction. The study public administration should not only be our concern.

## THE MEANING OF CIVIL SERVICE

Civil service is concerned with the civil or public affairs of the state. Before the term civil service tends to include a judicial service and all matters dealing with law and order but nowadays attempts are being made towards separatory judiciary from civil

Civil service can be defined as a professional body of officials, permanent, paid and skilled.

This means that all civil servants are required to be professionals as opposed to armatures politicians who formulate state policies.

Briefly summarize the requirement of civil service and that are;

- ❖ It shall be impartially selected.
- ❖ Administratively competent.
- ❖ Politically neutral.
- ❖ Imbue with the spirit of service to the community

## **BASIC FEATURES OF THE CIVIL SERVICE**

### **1. Professional**

It is a body of professional administrative but it does not call for only a single professional training. It calls for diverse types of skills.

It is amalgamation of different types of skills.

### **2. Hierarchy**

Due to the magnitude diverse organ and complexity, the civil service is organized in hierarchy.

### 3. IMPARTIALITY AND ANONYMITY

The civil servants are supposed to be faceless – should stay in the background. They were neither to be seen or heard.

They should also be neutral in politics

### 4. BUREAUCRACY

Like other concepts, it is difficult to arrive at one conclusion on definition of Bureaucracy.

Bureaucracy means desk government or may mean government by officials as opposed to government by elected representatives.

Alternatively it may be used to indicate that although representative government exist the dominant role is being played by the officials.

It may also mean, a regulated administrative system operating through complex interrelated organs.

## **MAX WEBER THEORY OF IDEAL BUREAUCRACY**

Max Weber based his ideals definition on two aspects.

1. The social mechanism that maxims efficiency in administration.
2. A form of social organization with specific characteristics

## The Characteristics Of Weber Ideal Bureaucracy

The conditions that all organisation must meet before it can barefaced to as Bureaucracy are the following;

1. The regular activity required to the roses of the structure are distributed in a fixed way as official duties.
2. Specified sphere of competence have been marked off as parts of systematic division of labour. This is called specialization.
3. The official is subject to strict discipline in the performance of his official duty.
4. All operations are governed by a consistent of system of abstract rules and regulation.
5. There is consistency in the application of these rules.
6. The organization of offices and duties follows the polities of hierarchy.



8. Officials are subject to authority only with respect to their impersonal obligation.
9. Candidates are selected on the basis of technical qualification.
10. In the rational cases examination could be conducted.
11. Being a Bureaucratic official constitute a cancer.
12. There is a system of promotion according to seniority or merit or combination of both.
13. Max Weber concluded that a fully developed Bureaucracy has the advantages of speed, recession precision unambiguity continuity, discretion, unity, strict, subordination and reduction of friction.

# EFFICIENT PUBLIC ADMINISTRATION

- ❑ Effective external political control.
- ❑ Flexibility of organization
- ❑ Good leadership and management
- ❑ Maximum internal delegation
- ❑ Just personnel management – there should be no partiality.
- ❑ Maximum internal cooperation
- ❑ Continuous review of and research into objectives, methods and results
- ❑ Effective publicity
- ❑ Wide spread outside understanding.