

## Liverpool John Moores University

Title: AN INTRODUCTION TO CENTRAL GOVERNMENT  
Status: Definitive  
Code: **7002NSGMPA** (116831)  
Version Start Date: 01-08-2011

Owning School/Faculty: Liverpool Business School  
Teaching School/Faculty: Liverpool Business School

Team	Leader
Paul Joyce	Y

**Academic Level:** FHEQ7  
**Credit Value:** 15.00  
**Total Delivered Hours:** 12.00  
**Total Learning Hours:** 150  
**Private Study:** 138

### Delivery Options

Course typically offered: Runs Twice - S1 & S2

Component	Contact Hours
Off Site	12.000

**Grading Basis:** 40 %

### Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	Report	An official report containing evidence on the working of central government in the UK or in some other country (e.g. an EU report on the working of central government in the case of a country seeking accession), 1,500 - 2,500 words.	50.0	
Report	Report	Individual report providing a critical analysis of a ministerial brief, 1,500 - 2,500 words.	50.0	

### Aims

*To equip students with an understanding and knowledge of how central government operates and to enable them to work effectively in that environment.*

## Learning Outcomes

After completing the module the student should be able to:

- LO 1 Critically evaluate the organisation and relationships of central government (e.g. government, parliament and civil service) and its core processes (e.g. the legislative process).
- LO 2 Analyse an activity or product (e.g. a brief for ministers) of working for politicians and identify lessons for professional practice skills .

## Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

Report	LO 1
Report	LO 2

## Outline Syllabus

1. *The work of central government; the relationships between parliament, government and civil service; and the work of Select Committees.*
2. *Policy making and coordination processes.*
3. *The legislative process.*
4. *Financial and strategic planning.*
5. *Audit and inspection processes.*
6. *HRM in the Civil Service*
7. *Reform initiatives: cutting red tape, administrative simplification, regulatory impact assessments, etc.*
8. *Types of correspondence i.e. Ministers Cases, Treat Official cases, submissions etc*
9. *Preparing a brief for ministers.*
10. *Select Committee techniques and strategies for scrutiny.*

## Learning Activities

The learning activities of this module comprise independent learning activities and projects supported by on-line resources.

## References

Course Material	Book
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<b>Author</b>	Bovaird, T and Loffler, E
<b>Publishing Year</b>	2009
<b>Title</b>	Public Management and Governance
<b>Subtitle</b>	
<b>Edition</b>	
<b>Publisher</b>	London: Routledge
<b>ISBN</b>	

<b>Course Material</b>	Book
<b>Author</b>	Flynn, N
<b>Publishing Year</b>	2007
<b>Title</b>	Public Sector Management
<b>Subtitle</b>	
<b>Edition</b>	
<b>Publisher</b>	London: Sage
<b>ISBN</b>	

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## Notes

Coursework:

Component One: Tutor marked written assignment – Individuals will be supplied with an official report containing evidence on the working of central government in the UK or in some other country (e.g. an EU report on the working of central government in the case of a country seeking accession). This marked assignment requires the individual to carry out an analysis of the strengths and weaknesses of the central government, rank the strengths/weaknesses in importance, and suggest action to address the most important ones. Length: 1,500 to 2,500 words. (50%)

Component Two: Tutor marked written assignment – A written individual report providing a critical analysis of a ministerial brief. The report should cover: context, issues raised, outcome, lessons learned. 1,500 – 2,500 words. (50%)