higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

N1140**(E)**(J7)H

# JUNE EXAMINATION

# NATIONAL CERTIFICATE

# MUNICIPAL ADMINISTRATION N5

(21010055)

**7 June 2016 (X-Paper)**
**09:00–12:00**

**This question paper consists of 6 pages.**

GENERAL STUDIES

Downloaded from
TVET Exam Papers app
GET IT ON Google Play
Available on amazon appstore
EXPLORE IT ON AppGallery

higher education & training
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA
TVET
NATED | NCV | NSC

Visit Us @
TvetPapers.co.za

# DEPARTMENT OF HIGHER EDUCATION AND TRAINING
# REPUBLIC OF SOUTH AFRICA

NATIONAL CERTIFICATE
MUNICIPAL ADMINISTRATION N5
TIME: 3 HOURS
MARKS: 200

---

**INSTRUCTIONS AND INFORMATION**

1. Answer ALL the questions.
2. Read ALL the questions carefully.
3. Number the answers according to the numbering system used in this question paper.
4. Write neatly and legibly.

---

GENERALSTUDIES.za

## SECTION A

### QUESTION 1: COMPULSORY

1.1 Choose the correct word(s) from those given in brackets. Write only the word(s) next to the question number (1.1.1–1.1.5) in the ANSWER BOOK.

1.1.1 In the (collective-executive/plenary) system, the municipal council is the only organ that has executive authority.

1.1.2 In (1657/1682) the governor appointed four of the free burghers as Heemraden in Stellenbosch.

1.1.3 Category (A/B) has exclusive authority to make rules in its own area of jurisdiction.

1.1.4 Most of the items to be discussed at council and committee meeting are submitted in the form of (reports/agendas).

1.1.5 Every town or city must have a (whip/speaker) who is the chairperson of the council.

(5 x 2) (10)

1.2 Indicate whether the following statements are TRUE or FALSE. Choose the answer and write 'true' or 'false' next to the question number (1.2.1–1.2.5) in the ANSWER BOOK.

1.2.1 The South African Act that established the Union of South Africa was passed on 31 May 1910.

1.2.2 If a person is aggrieved by the delimitation he/she may object to the Demarcation Board within fourteen days of the publication.

1.2.3 Municipalities have legislative authority; they can make laws which can affect the functioning of the province.

1.2.4 The hours prescribed in legislation for voting are from 07:00 to 22:00.

1.2.5 Councillors must withdraw from a meeting in which they will discuss matters where a business associate has financial gain.

(5 x 2) (10)

GENERALSTUDIES.za

1.3 Complete the following sentences by filling in the missing word(s). Write only the word(s) next to the question number (1.3.1–1.3.5) in the ANSWER BOOK.

1.3.1 The voting stations close at … if not extended by IEC.

1.3.2 The majority of municipal council in South Africa have a/an ... who is elected by the full council.

1.3.3 A/An ... is a list of items to be discussed at a meeting.

1.3.4 Coloured and Indians management committees were established as advisory bodies to government in ...

1.3.5 Executive mayoral system may elect a mayor from council members at a meeting within ... days after the council's election.

(5 x 2) (10)

1.4 Choose a/an item/word(s) from COLUMN B that matches the description in COLUMN A. Write only the letter (A–I) next to the question number (1.4.1–1.4.5) in the ANSWER BOOK.

| COLUMN A | COLUMN B |
|---|---|
| 1.4.1 They play a role of information sharing on best practices and capacity building | A president |
| | B premier |
| 1.4.2 The official responsible for the management of the municipality | C municipal manager/CEO |
| | D inter-municipal forum |
| 1.4.3 Must ensure that municipal by-laws stay within the parameters of national policy and the constitution | E cabinet |
| | F town planner |
| 1.4.4 He appoints the cabinet, ministers and deputy ministers dealing with local government | G health inspector |
| | H presiding officer |
| 1.4.5 The official responsible for town and city planning | I council |

(5 x 2) (10)

**[40]**

**TOTAL SECTION A: 40**

GENERALSTUDIES.Sa

## SECTION B

### QUESTION 2

2.1 Explain the social, economic and administrative development of South Africa from 1984 to 1994. (5 x 2) (10)

2.2 Explain the term *demarcation* with reference to the determination of boundaries. (5 x 2) (10)

2.3 The functioning of municipalities is influenced by many factors surrounding municipalities.

Explain how the economic factor is affecting them and the solution to it. (5 x 2) (10)

2.4 Explain how cooperation between different municipalities is enhanced with reference to district intergovernmental forum (DIF). (5 x 2) (10)
**[40]**

### QUESTION 3

3.1 The Constitution (Act 108 of 1996) describes powers and functions of municipalities.

Advise the municipal manager on the powers and functions of the municipality. (5 x 2) (10)

3.2 Explain how water is provided by different municipalities and how legislations want them to render this service. (5 x 2) (10)

3.3 What are the duties of officials at the voting stations on the municipal election day? (10 x 1) (10)

3.4 Councillor Cecil Mpolayeng has not attended a single meeting since he was elected into office this year.

As a knowledgeable person in the field, explain to him the code of conduct regulating the behaviour of councillors with regard to sanctions for non-attendance of meetings and withdrawal from meetings. (5 x 2) (10)
**[40]**

### QUESTION 4

4.1 The municipal council which is divided into two executive and non-executive mayors must elect a mayor.

Distinguish between *executive* and *non-executive mayors* by describing ceremonial powers delegated to a non-executive mayor. (5 x 2) (10)

4.2 Councillors serve in different committees.

When training the municipal councillors on types of committees, explain to them the advantages of collective executive committee. (5 x 2) (10)

GENERALSTUDIES.za

4.3 State TEN duties of the chairperson during meetings. (10 x 1) (10)

4.4 Give TEN reasons for the existence of local authorities. (10 x 1) (10)
**[40]**

**QUESTION 5**

5.1 Dibuseng heard about the establishment of a Demarcation Board. She would like to be a member.

Explain to her the qualifications she needs before she can be considered becoming a member. (5 x 2) (10)

5.2 What is the role played by Independent Electoral Commission (IEC) at local government elections. (5 x 2) (10)

5.3 Explain the functions of councillors with emphasis to role of representation and participation in committees. (5 x 2) (10)

5.4 One of the councillors, Tshepo cannot distinguish between the speaker and the whip.

Explain to him the functions of the whip. (5 x 2) (10)
**[40]**

**TOTAL SECTION B: 160**
**GRAND TOTAL: 200**

GENERALSTUDIES.za