higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

N1190**(E)**(J3)H

NATIONAL CERTIFICATE

MUNICIPAL ADMINISTRATION N5

(21010055)

3 June 2019 (X-Paper)
09:00–12:00

This question paper consists of 6 pages.

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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. Start each question on a NEW page.
5. Write neatly and legibly.

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SECTION A (COMPULSORY)

QUESTION 1

1.1 Complete the following sentences by filling in the missing word or words. Write only the missing word or words next to the question number (1.1.1–1.1.5) in the ANSWER BOOK.

1.1.1 The … governed the Cape before 1652.

1.1.2 The first municipality in South Africa was established in … (place).

1.1.3 The … is the act that makes provision for the framework for new local governments in South Africa.

1.1.4 The first urbanised area in South Africa was … .

1.1.5 The first diamond in South Africa was discovered in … .

(5 × 2) (10)

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

1.2.1 Local authorities are the second sphere of government.

1.2.2 Gold was first discovered in Kimberley.

1.2.3 Air pollution control is a by-law, which is a regulation of a municipality.

1.2.4 When a municipality is taken to court, the executive mayor is the first person who has to respond.

1.2.5 Interaction between society and the municipality can be seen as a social factor.

(5 × 2) (10)

1.3 Give a brief description of the following terms:

1.3.1 Free burgers

1.3.2 By-laws

1.3.3 Urbanisation

1.3.4 Metropolitan

1.3.5 Ad-hoc committee

(5 × 2) (10)

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

COLUMN A		COLUMN B	
1.4.1	Chairperson of the mayoral committee	A	municipal manager
		B	councillor
1.4.2	Chief accounting official in a municipality	C	council
1.4.3	The head of the province	D	executive mayor
1.4.4	First citizen of a town or city	E	by-laws
1.4.5	Employment authority of a municipality	F	acts
		G	town secretary
		H	premier
		I	mayor
		J	ordinance

(5 × 2) (10)
[40]

TOTAL SECTION A: 40

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SECTION B

QUESTION 2

2.1 Mr Soga does not understand the role of the chief whip in local government.

Explain this to Mr Soga by listing FIVE functions of the chief whip. (5 × 2) (10)

2.2 Certain criteria are prescribed in the Constitution and national legislation that qualifies a person to become a councillor.

List FIVE of these qualifications. (5 × 2) (10)

2.3 The Municipal Systems Act contains a code of conduct for councillors.

Explain the code of conduct councillors must abide by in the following situations:

2.3.1 Attendance at meetings

2.3.2 Personal gain

2.3.3 Unauthorised disclosure of information

2.3.4 Intervention in administration

2.3.5 Withdrawal from meetings

(5 × 2) (10)

2.4 Give TEN reasons why local authorities exist. (10)
[40]

QUESTION 3

3.1 The demarcation board determines or alters the demarcation of municipal boundaries.

Who can request the demarcation of boundaries? (4)

3.2 Give THREE reasons why a member of the demarcation board could be disqualified. (3 × 2) (6)

3.3 Briefly discuss FIVE disadvantages of a co-opted member of the executive collective system (single or management committee system). (5 × 2) (10)

3.4 Name and briefly explain TEN factors the demarcation board must keep in mind when demarcating the different municipal areas. (10 × 2) (20)
[40]

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QUESTION 4

4.1 Tabulate FOUR differences, between the *collective executive committee system* and the *mayoral committee*. (8 × 2) (16)

4.2 Give FOUR functions of a ward committee. (4)

4.3 Describe FIVE powers/functions of the executive mayor, set out in section 56(2) of the Municipal Structures Act 117 of 1998. (5 × 2) (10)

4.4 Give TEN functions of the premier of the province in the day-to-day running of municipalities. (10)

[40]

QUESTION 5

5.1 State FIVE powers/functions of local authorities as granted by the Local Government Transition Act. (5 × 2) (10)

5.2 The lack of services and resources in rural areas resulted in people moving to cities.

Explain the effect urbanisation has on the following:

5.2.1 Rural areas (2 × 2) (4)

5.2.2 Urban areas (3 × 2) (6)

5.3 List in the correct order the steps followed in a meeting. (6)

5.4 5.4.1 Who is the current minister of cooperative and local government? (2)

5.4.2 Who is the current deputy minister of cooperative and local government? (2)

5.5 Chapter 7 of the Constitution (Act 108 of 1998) provides for the powers and functions of municipalities.

State FIVE objectives of a municipality in terms of the Constitution. (5 × 2) (10)

[40]

TOTAL SECTION B: 160
GRAND TOTAL: 200

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