higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

NOVEMBER EXAMINATION

MUNICIPAL ADMINISTRATION N5

21 NOVEMBER 2014

This marking guideline consists of 6 pages.

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SECTION A

QUESTION 1

1.1	1.1.1	True		
	1.1.2	True		
	1.1.3	True		
	1.1.4	False		
	1.1.5	False		
	1.1.6	True		
			(6 × 2)	(12)
1.2	1.2.1	Management		
	1.2.2	Municipal Manager		
	1.2.3	Slums		
	1.2.4	Climate		
	1.2.5	Advantages		
	1.2.6	Wards		
	1.2.7	Pretoria		
			(7 × 2)	(14)
1.3	1.3.1	D Weak		
	1.3.2	E Mayor		
	1.3.3	F Parliament		
	1.3.4	G President		
	1.3.5	I Town Planner		
	1.3.6	J Protection services		
	1.3.7	B Recreational services		
			(7 × 2)	(14)
				[40]

TOTAL SECTION A: 40

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SECTION B

QUESTION 2

2.1
- There must be provision for supply of water and electricity
- Provision for entry to streets and stands
- Land is set-aside for public purposes, e.g. schools, parks, cemeteries.
- Fees for development be paid
- Business stands be on main street with parking space
- Stands for hotels, garages and industries be away from residential area.
- Stands for flats be larger that residential ones
- Provision for flow of traffic
- Meet all the regulations stipulated in ordinances and Acts of Parliament

(Any 6 × 2) (12)

2.2
- Protect the environment
- Keep it clean and free from litter
- Compelled by Acts of parliament
- Authorities appointed health inspectors
- Authorities are located best for environmental protection
- Teach citizens to protect it
- Punish those who pollute it

(Any 6 × 2) (12)

2.3
- Render service to local nature
- Promote welfare of community
- Services rendered influences residents
- Are not forced to render any services
- No standards were set for services
- Are autonomous on local level
- Decide nature, scope and time for services
- Service rendering develops municipality
- Needs determine services
- Services are rendered if funds are available
- Inhabitants must pay for services

(Any 6 × 2) (12)

2.4
- He is the head of State
- He is link to the relationship between central and local
- Appoint ministers and deputy ministers
- He is involved in making of laws

(4 × 1) (4)
[40]

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QUESTION 3

3.1
- Implements council's decisions
- Consider any matter entrusted to them
- Prepare the budget
- Supervise finances
- Appoint and dismisses personnel
- Perform functions delegated to them
- Reports monthly to the council

(Any 5 × 2) (10)

3.2
- Chairperson of the council
- Member of each committee
- Has a casting vote
- Convene special meeting
- Sign minutes of council
- Summon public meeting when necessary
- May authenticate documents
- Receives the auditors report
- Represents his town or city
- Is a ceremonial head of his town

(Any 8 × 1) (8)

3.3
- Councillors learn from officials
- Advice and information is available during meetings
- Councillors make contribution in areas of interest
- Councillors serve in committee
- It allow enforcement of policies
- Heads of department can ask councillors to explain policies

(6 × 2) (12)

3.4
- Parks and sport grounds
- Individual residents can't satisfy this need
- Land be reserved for this services
- It is expensive to establish and maintain
- It should be services that are used
- Gardens and trees can attract people to towns and cities
- It is where exercises can be done
- It should be used in a proper way
- It should be controlled

(Any 5 × 2) (10)
[40]

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QUESTION 4

4.1
- People move to towns and cities
- Municipalities in rural cannot develop
- Deprive revenue for development
- Those who stay behind will move for better opportunities
- Those who flock cities cannot find jobs
- Burden to local authorities in cities
- Crime and health risk be prevented
- Policy decisions on urbanization must be made in time (Any 5 × 2) (10)

4.2
- He is the head of the Province
- He is associated with municipal activities
- Play an important role in local government and administration
- May counsel a local authority to follow a particular line
- May restrain local authorities from certain activities
- He may intervene in local affairs
- He approves/rejects matters of local authorities
- Shapes municipal policies
- He may impose conditions (Any 5 × 2) (10)

4.3
- Chairperson of the council
- *Ex officio* member of each committee
- Has a casting vote
- Convene special meeting
- Signs minutes of council
- Summons public meeting when necessary
- May authenticate documents
- Received the auditors reports
- Represents his town or city
- Is a ceremonial head of his town
- Heads delegations to Provincial or Central
- Initiates sponsors or act as patron for welfare causes (Any 10 × 1) (10)

4.4
- Problem to reconcile with interest groups
- Municipalities cannot satisfy increasing needs
- Only selected needs can be satisfied
- If demands are not met it result in confrontation
- Local authorities are third tier governments
- Have limited legislative powers
- Big and small local authorities differ in structure
- Councillors are elected on party political basis
- Groups give pressure to local authorities
- Do not use formal channels of communication
- Unions put pressure by go slows and strikes
- Properties are damaged during protests (Any 10 × 1) (10)

[40]

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QUESTION 5

5.1
- The number is prescribed
- Members are elected after the Mayor and Deputy Mayor have been elected
- The committee must elect chairperson and deputy
- Can be dissolved by the council
- Vacancies are filled by electing members for the remaining period
- Term of office is five years
- Get extra allowances for serving in the committee. (Any 5 × 2) (10)

5.2
- Has collection of books and magazines
- Is a place to study
- A member must be registered
- Books and CDs can be loaned
- Equipment can be used for prescribed period
- Fine is imposed if expiry date is exceeded
- Exist for the spiritual welfare of the public
- A number of books is available (8 × 1) (8)

5.3
- Issue commercial licences
- Exercise control over licences
- Ensure premises do not create health hazards
- Issue control certificates
- Health Inspectors inspect business premises
- Can take action if legislations are not adhered to
- Can refuse to grant licences to protect community
- Licences committee to deal with licence issues (Any 6 × 2) (12)

5.4
- Encourages more voters to vote
- Formulate constructive policies
- Discipline candidates
- Allow potential candidates to stand for elections
- Allow municipalities to account to tax payers
- Prevent candidates from promoting their own interests (5 × 2) (10)

[40]

TOTAL SECTION B: 160
GRAND TOTAL: 200

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