higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

NOVEMBER EXAMINATION

PUBLIC ADMINISTRATION N4

24 NOVEMBER 2014

This marking guideline consists of 11 pages.

Copyright reserved

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	False		
	1.1.7	False		
	1.1.8	True		
	1.1.9	False		
	1.1.10	True	(10 x 2)	(20)

1.2	1.2.1	A Constitution consists of basic principles whereby a country is governed.		
	1.2.2	The right to vote		
	1.2.3	The judiciary authority must apply, administer and interpret the laws of the country.		
	1.2.4	The highest legislative institution found at central level of government.		
	1.2.5	A piece of legislation which has not been passed by Parliament or which has not come into effect yet is called a BILL.		
			(5 x 2)	(10)

1.3	1.3.1	Five		
	1.3.2	Premier		
	1.3.3	Transparency		
	1.3.4	Mayor		
	1.3.5	Mayor	(5 x 2)	(10)

Copyright reserved

1.4

Legislature	1.4.1 Provincial legislature/ ProvincialParliament
1.4.2 Executive authority	1.4.3 Premier + 1.4.4 Executive Council
Administrative Executive institution	Provincial administration 1.4.5 Provincial Departments

(5 x 2) (10)

TOTAL SECTION A: [50]

SECTION B

QUESTION 2

2.1 In a family

The children will not only receive parental care, help, support and emotional security, but also they will learn skills to cope in the community.

The child will learn to develop interpersonal skills/to group which will determine whether the world is friendly or hostile.

Within a family the parent introduces a child to variety of groups and characteristics of the group.

The child is introduced to social restrictions to prepare him for responsibility
The child's first contact with welfare services is gained within the family, where care is taken of the aged, the ill and helpless children.

The family is the child's first contact with the system of protection, where the family protects its members and property

The family serves as a first status symbol, as he belongs to a group with a cultural and social background

(Any 4 x 2) (8)

Copyright reserved

2.2 **Public Administration**

Carried out in government institutions.
Found in the public sector.
Exists to improve the general welfare of the people.
Accountable to the people as they used the taxpayer's money
Decisions are taken by political authority

Private Administration

Carried out in privately owned businesses.
Found in the private sector
Exists to make a profit
Not accountable to the people as they used their own money to start a business.
Decisions are dictated by the market

(Any 8 x 1) (8)

2.3 Rule of Law.

2.3.1 Definition: Citizens of a democratic state are not governed by the arbitrary judgement of state officials, but the common law will serve as a measure to determine which citizens have committed misdeeds or offences.

2.3.2 Officials who execute policy may not be given so many powers that they can apply the law according to their own judgement

All citizens of a country are equal in the eyes of the law, (within the limitations of the laws of the land), irrespective of race, religion or sex.

The judiciary functions must be executed by people who are on the judiciary bench. (Impartial people who stand independent of the state) (4 x 2) (8)

2.4 Exist to pronounce judgment on the less serious criminal and civil matters that appear daily.

Variety types of Magistrate courts that pronounce judgment on a great variety of matters, for example ordinary Magistrate's court, children's court, regional Magistrate's court. (2 x 2) (4)

Copyright reserved

2.5 Consist of 11 judges

The judges are appointed by the President after discussion/consultation with members of Cabinet, political parties, stakeholders, etc

A president and a Deputy President of the Constitutional Court are appointed by the President of the country from these 11 judges.

Term of office for a judge is not restricted. (2 x 2) (4)

2.6 Generic administrative functions
Auxiliary functions
Instrumental functions
Line functions (4 x 2) (8)

2.7 Agriculture
Cultural affairs
Education excluding Technikons and Universities
Health services
Housing
Language policy
Police and protection services
Public Transport
Tourism
Local Government
Discuss and pass bills
Gambling(except lotteries)
Environment
Public works
Regional planning and development
Tourism
Traditional leaders
Urban and rural development

(10 x 1) (10)
[50]

Copyright reserved

QUESTION 3

3.1 They are established by with public funds to provide essential services.
They draw up their own budget.
They spend their capital and other funds according to the discretion of their management.
They do not depend upon Parliamentary consent and decisions from Treasury for their funds.
They make their own personnel arrangements and not subject to strict supervision and control of state departments.
Example is ESCOM to supply to the country

(Any 4 x 2) (8)

3.2 Legislative authority
Enacts laws and should not be burdened with the execution of laws, or as a regular court of law.

Executive authority
Implements laws but cannot enact laws, or tamper with the rights and freedoms of citizens through the execution of the judiciary.

Judiciary function
Administers the law but cannot enact laws, or manage executive activities.

(6 x 1) (6)

3.3 To advice and make recommendations to the national government with regards to any matter pertaining to traditional authorities, indigenous law and custom

To advise the President on matters of national interest

The council has the power to delay parliamentary bills in respect of traditional needs.

They are the representative body for traditional leaders in Parliament. (4 x 2) (8)

3.4 3.4.1 Political parties are the basic units for which representation is sought.

They all involve multi member constituencies where voters choose candidates nominated by party executive committees.

In South Africa votes are cast on different political parties.

Candidates receive constituencies in Parliament according to the number of votes. (2 x 2) (4)

Copyright reserved

3.4.2 Voter's list and ID will be checked
The base of thumbnail on right hand is checked for invisible ink.
A drop of ink is placed on the base of the thumbnail
Voters' checked on the voters roll
Voter receives two ballot papers for NA and Provincial Election
Voter marks party of his choice in voting booth
Voter places ballot papers in ballot boxes
Voter leaves voting station (10 x 1) (10)

3.4.3 African National Congress (2 x 1) (2)

3.5 Assents to bills
Refer bills back for consideration
Convenes meetings of cabinet
Appoint commissions of enquiry and ambassadors
Refer disputes that might occur in Parliament, to the Constitutional Court or other appropriate institution
Appointment and recognition of diplomatic officers/missions,
Negotiation and signing of international agreements
Proclamation of referenda
Pardons offenders
Appointment of deputy president and members of cabinet
Dismissal of deputy president and ministers
Management of the Cabinet
Formulation and execution of policies of the National government
Allocation of functions to Executive deputy president. (Any 6 x 2) (12)
[50]

QUESTION 4

4.1 Explain the role of Parliament as the top legislature in South Africa using the following headings:

4.1.1 Members are elected for a five-year term of office.

Parliament can be dissolved by President at any stage after the commencement of a term of office.

The President can dissolve a single house in the five-year term of Parliament.

An interim- term of a house will exist until the term of Parliament is over. (4 x 1) (4)

Copyright reserved

4.1.2 Parliament will in future be continuously in session.

Members enjoy freedom of speech.

Parliament has its own penalties.

Parliament functions by means of debate after which a decision is reached.

After a bill is introduced, debate takes place and a majority vote is taken.

A quorum of at least half the house should be present.

A committee system is used to resolve differences.

Most important function is the enactment of laws.

There is judicial control over Parliament Members are elected for a five-year term of office.

Parliament can be dissolved by President at any stage after the commencement of a term of office.

The President can dissolve a single house in the five-year term of Parliament.

An interim- term of a house will exist until the term of Parliament is over. (Any 4 x 2) (8)

4.2 4.2.1 A constitution can be drawn up as a special measure at a set time to realise predetermination of political objectives.

The constitutional measures can consist of a number of laws that are accepted from time to time as is the case in Great Britain. (2 x 2) (4)

Copyright reserved

4.2.2 The constitution has supremacy over Parliament

The constitution guarantees equal rights for all citizens of the RSA.

The Constitution contains a bill of rights that regulates the relationship between state and citizen.

Makes provision for the formation of a government of national unity.

The former four provinces are replaced by nine provinces each of which obtains its own provincial government.

It entrenches various interest of the community, for example an electoral system of proportional representation.

Serves as a system of basic principles and rules according to which the country must be governed.

It also spells out the powers according to which the governing institutions may govern.

It is also meant to determine the relationship between citizens and the governing institutions.

(Any 6 x 2) (12)

4.3 The Municipal Council makes by-laws provided that they are consistent with the national or provincial legislation.

Prescribe procedures to levy and recover rates and taxes

Prescribe how municipal income will be spent to provide the necessary services to maintain the well-being of all citizens.

Ensure that national and provincial policies are enforced on local level.

Municipalities have the right to govern on their own initiative subject to national, provincial legislation and the Constitution (state as Corporation)

(4 x 2) (8)

Copyright reserved

4.4 Acts as chief manager of the municipality

Ensures that all assignments of the local government are properly carried out.

He is responsible for communication between the local government and appointed officials.

Acts as a custodian for the provincial government in that he will liaise with them, in reporting misconduct by other officials and members of the local government to them.

Is the accounting officer of the municipality and must accept responsibility for the expenditure of the money of the community and accept financial control.

(5 x 2) (10)

4.5 Water
Roads
Sanitation
Electricity
Transport
Primary health services
Education (not school education)
Housing
Traffic control
Cemetery, crematorium control
Storm water drainage
Fire brigade
Library
Art galleries
Abattoirs
Sports and recreation
Prevention of pollution
Agriculture
Cultural affairs
Education excluding schools, technikons and universities
Health services
Language policy
Police and protection services
Public transport
Tourism
Local government
Discuss and pass bills

Copyright reserved

Gambling(except lotteries)
Environment
Public works
Regional planning and development
Traditional leaders
Urban and rural development

(Any 4 x 1) (4)
[50]

TOTAL SECTION B: 150
GRAND TOTAL: 200

Copyright reserved