



# 2016 HANDBOOK

## TOWN AND REGIONAL PLANNING



# **HANDBOOK FOR 2016**

## **FACULTY OF ENGINEERING AND THE BUILT ENVIRONMENT**

**DEPARTMENT of  
TOWN and  
REGIONAL PLANNING**

## DEPARTMENTAL MISSION

The Department of Town and Regional Planning recognizes the need to effectively respond to the socio-economic transformation challenges facing South Africa. The Department is committed to the principle of autonomy, academic freedom and rejects any form of racism, sexism and/or sectarianism. We are committed to developing a planning profession that is relevant and appropriate to the needs of the community, government, planning institutions and the private sector.

The Department therefore aims to offer a service to its students in the following ways:-

- to develop curricula and syllabi which are relevant and appropriate to the needs of the country undergoing socio-economic transformation;
- to reach out to communities where possible, by way of practical projects, and to make this information accessible to interested constituency groups;
- to redress the imbalances of the past especially in respect of race, gender, class and any other form of social imbalance, through appropriate equity policies;
- to develop and refine technological methodologies relevant to development planning;
- to continuously monitor and evaluate planning, teaching and learning methodologies to ensure effective planning education.
- To actively participate in developing student centered learning pathways throughout their educational experiences and as lifelong learners.

### Purpose of the Programmes offered

The discipline of Town and Regional Planning forms part of the built environment profession and provides a significant service element to the construction sector. The profession underpins the development work of local government in South Africa in particular and contributes to housing projects, infrastructural development, township establishment, local economic development, industrial development, environmental considerations, rehabilitation, revitalization and urban renewal, rural development, amongst others, and has local, regional and continental reach.

The qualifications are intended to:

- develop our learners as a “whole”, espousing the ethics and values of the institution, as well as the planning profession, to be a responsible citizen that makes a contribution to the positive development of our society, and has a “world view” that supports lifelong learning;
- achieve a balance between theory and practice;
- provide the relevant career focused training in the field of Town and Regional Planning within the context of the time of the programmes offered, resources and technology, and recognising the developmental context of our society, as well as the cross/ multi-disciplinary nature of our profession.

**All the Town and Regional Planning courses offered are registered with The South African Qualification Authority (SAQA), and have achieved unconditional accreditation by the South African Council for Planners (SACPLAN) for the period 2009 - 2013.**

## **What is a University of Technology?**

A university of technology is characterized by being research informed rather than research driven where the focus is on strategic and applied research that can be translated into professional practice. Furthermore, research output is commercialized thus providing a source of income for the institution. Learning programmes, in which the emphasis on technological capability is as important as cognitive skills, are developed around graduate profiles as defined by industry and the professions.

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## **IMPORTANT NOTICE**

The departmental rules in this handbook must be read in conjunction with the University of Technology's General Rules contained in the current General Handbook for Students.

## **NOTE TO ALL REGISTERED STUDENTS**

Your registration is in accordance with all current rules of the Institution. If, for whatever reason, you do not register consecutively for every year/semester of your programme, your existing registration contract with the Institution will cease. Your re-registration anytime thereafter will be at the discretion of the Institution and, if permitted, will be in accordance with the rules applicable at that time.

## **I. CONTACT DETAILS**

All departmental queries to:

Secretary: Mrs. V Rabbiechun  
Tel No: 031 —373 2673  
Fax No: 031 —373 2805/0866741456  
Location of Department: Steve Biko Campus, S Block  
S3 Level 4, Room BS3605.

All Faculty queries to: Faculty of Engineering and the  
Built Environment

Faculty officer: Ms Neetha Singh  
Tel No: 031- 373 2548/2717  
Fax No: 031- 373 2719  
Location of Faculty office: Steve Biko Campus, S Block, S4 Level 3

Executive Dean: Prof Theo Andrew  
Tel No: 031- 373 2762  
Fax No: 031- 373 2668  
Location of Executive Dean's office: Steve Biko Campus, S Block, S6 Level 5

## **2. STAFFING      Name and Qualification**

**Head of Department**      Ms R J Hansmann, MTRP (Natal) Pr. Pln A/1008/1998

**Associate Director**      Ms G Lincoln, MTRP (Natal)

**Senior Lecturers**      Ms N Foster, MTRP (Natal)  
Ms T Gordon, MTRP (Natal)  
Mr A E Hansen, MTRP (Natal) Pr. Pln A/629/1990

**Lecturers**      Dr G G Musvoto, MTRP, PhD Town Planning (UKZN) Pr.  
Pln A/1829/2014

**Junior Lecturer**      Ms D Cele, BTech TRP (DUT)

**GIS Lab Technician**      Mr J Kitching, B Tech TRP (MLST)

**Secretary**      Mrs V Rabbiechun, ND: Executive Secretary

### 3. PROGRAMMES OFFERED BY THE DEPARTMENT OF TOWN & REGIONAL PLANNING

South Africa is undergoing transition to a democracy. This transition has brought to the fore numerous socio-political and economic problems. These problems are characterised by increasing rates of urbanisation, lack of housing, homelessness, growing unemployment, lack of facilities, economic deprivation of sections of our population and many more. It is in this changing environment that the planning profession must carry out its work. This poses enormous problems and places a great deal of responsibility on planning theorists, practitioners and technicians alike. The Durban University of Technology offers a three-year Town & Regional Planning Diploma and a one-year Degree B.Tech: Town & Regional Planning that allows students the opportunity to learn technical, creative and relevant skills, which can be applied in a socially responsible way in our changing society.

#### 3.1 Programmes offered

Programmes are offered in this Department which, upon successful completion, lead to the award of the following qualifications:

Qualification	SAQA NLRD Number
National Diploma: Town and Regional Planning	72270 (NQF 6)
Bachelor of Technology: Town & Regional Planning	73689 (NQF 7)

The purpose of the qualifications offered in Town and Regional Planning is to provide professional and technical education leading to a qualification and professional recognition as identified by the Planning Profession Act of 2002.

To achieve this purpose, the Department of Town and Regional Planning provides the opportunity for learners to develop their skills, knowledge and application thereof, within the context of social responsibility and sustainable development through the following broad curricula guidelines:

- the use of social science theory as an analytical framework in which to understand, conceptualise and analyse society, politics, process, the environment and context of development;
- the application of design as a spatial tool for developing human settlement processes, land use and physical development
- economic issues and context as they relate to development
- the environmental and sustainability challenges for planning and society
- the legal framework in which planning functions
- management processes as it relates to the built environment
- ethics and values that underpin the profession
- developing life skills

## **NATIONAL DIPLOMA: TOWN & REGIONAL PLANNING (NDTRP2)**

The National Diploma: Town & Regional Planning is a three-year course. This is based on three one-year levels, i.e., two academic (Years One & Three) and work integrated learning (Year Two) sandwiched between them. This course is offered on a full-time basis. The first and third years comprise full-time study at the Durban University of Technology, while the second year entails working for a firm of Town & Regional Planners or government department under supervision of a professional planner whilst completing projects set by the Department.

The purpose of the National Diploma: Town and Regional Planning qualification as submitted to the South African Qualifications Authority is:

*“This qualification is intended for planning technicians working in government and non-government sectors. Learners would in a team be able to perform in both spatial and non-spatial planning fields using appropriate technology in order to critically respond to the challenges in the built environment. Learners may apply for registration as a technician with the SACPLAN (South African Council for Planners).”*

## **BACHELOR OF TECHNOLOGY: TOWN & REGIONAL PLANNING (BTTRP1)**

The B. Tech: Town & Regional Planning comprises a one-year full-time course. The minimum entry requirement is a National Diploma: Town & Regional Planning as laid out in the section 6. and 7. below, in the criteria for admission to the B. Tech: Town & Regional Planning.

The purpose of the B.Tech: Town and Regional Planning qualification as submitted to the South African Qualifications Authority is:

*“This qualification is intended for persons specializing in the field of urban and regional development planning working in government and non-government sectors. Learners achieving this qualification would independently and in a team, be able to plan in both spatial and non-spatial fields using appropriate technology in order to critically respond to the challenges in the natural and built environment. Learners may apply for registration as a professional planner with the SACPLAN (South African Council for Planners).”*

### **3.2 Career Information**

The work of a Town & Regional Planning Technician is of a diverse nature and embraces, inter alia, surveying tasks, planning surveys, the analysis and presentation of data by means of maps, graphs, diagrams and sketches, assistance in the preparation of town planning schemes and the construction of scale models for proposed schemes. There is also an increasing demand for planners to develop and use community participation models and methods in their everyday work. Town & Regional Planning Technicians are employed by planning firms, local and provincial authorities and civil service, and service organisations.

Graduates of the programme are able to enter the town and regional planning profession. In the case of the National Diploma, to register as a technical planner, and in the case of the B.Tech: as a professional planner, as defined by the Planning Profession Act of 2002.

The following are planning and professional organisations that graduates are encouraged to join:

South African Planning Institute (SAPI)  
Address: Private Bag X200, Halfway House, 1685  
email: [sapi@worldonline.co.za](mailto:sapi@worldonline.co.za)  
Web: [www.sapi.org.za](http://www.sapi.org.za)  
Tel. No. (011) 805 5947  
Fax. No. (011) 805 5971

South African Council for Planners (SACPLAN)  
Postal Address:  
The Registrar  
The South African Council For Planners  
PO Box 1084  
Halfway House  
Midrand 1685

Physical Address:

International Business Gateway Office Park  
Corner New Road and 6th Street  
Midridge Office Park  
1st Floor Block G  
Midridge  
Tel: (011) 318-0437 / (011) 318-0460  
Fax: (011) 318-0405  
Email: [planner@sacplan.co.za](mailto:planner@sacplan.co.za)

Diplomates are encouraged to join the Council and Institute, which provide a forum for technicians and planners. During the course of their studies, students will be advised of the activities of the various fraternal planning organizations and how it benefits students and graduates to become members thereof.

### **3.3 Admission to National Diploma: Town & Regional Planning Admission Requirements**

The admission into the National Diploma: Town and Regional Planning requires a national Senior Certificate or recognized equivalent qualification.



In terms of the Old Senior Certificate, the minimum requirements are as follows:

OLD SENIOR CERTIFICATE A Senior Certificate or equivalent qualification		
Compulsory subjects	HG	SG
English * First Language	D	C
Mathematics	E	D

\*If English: Second Language was completed, a HG - B is required.

**Recommended Subjects:** one out of the following are required: Geography, History, Physics OR Biology (HG - D; SG - C).

In addition to the above admission requirements, students will be selected on their potential for the course.

In terms of the New National Senior Certificate the minimum requirements are as follows:

Compulsory Subjects	Mathematics	English (1st / Home Language)
Rating Code	4	4
Rating	Adequate achievement	Adequate achievement
Marks	50-59	50-59

\*If English 1st additional language was completed, a Rating of 5 (60-69) is required.

**Recommended Subjects:** one of the following is required:

Geography with a rating of 5 or

History with a rating of 5 or

Science or Life Sciences with a rating of 5

Mathematics (N4) at a score of 50 % and above is treated as the equivalent of NSC Mathematics with a rating of 4.

In addition to the above admission requirements, students will be selected on their potential for the course.

The Department also admits students through Recognition of Prior Learning (RPL) as outlined in the University's policy. Prospective applicants should contact the Department for further details.

### Selection Procedure

It is the policy of the Durban University of Technology that all persons who apply for study at this Institution shall be subjected to a selection procedure as determined by the Institution from time to time. All first time applicants to the DUT should apply to study at the DUT via the Central Applications Office (CAO).

Contact details:

Phone: (031) 268-4444

Web: [www.cao.ac.za](http://www.cao.ac.za)

### **Introduction and Selection Programme**

All conditionally approved applicants are required to attend a Selection Test, which is held in the year preceding registration for a program.

### **Duration and Structure of Course**

The duration of the course for the National Diploma: Town & Regional Planning is three years. This is based on three one-year levels, i.e. two academic (Years One and Three), and one experiential (Year Two) sandwiched between them. The first and third years comprise full-time study at the Durban University of Technology, while the second year entails working for a firm of Town & Regional Planners or government department whilst completing projects set by the department. The Rules of Progression for the Diploma are set out in Section 5. and 7. below as well as under Section 8. Brief outline of Syllabi.

### **Work Integrated learning**

The second year of the National Diploma: Town & Regional Planning is devoted to Work Integrated Learning, with students employed by a professional Town & Regional Planning practice, or by a government department, while remaining registered at the Durban University of Technology and having to complete practical projects.

Students will be briefed and set projects and will be required to produce design theoretical technical reports and the like. This will be undertaken within structured syllabi and will be monitored and evaluated by the institution's lecturers. The syllabi for Year Two are completed mostly in the student's own time whilst working in an office.

## **3.4 Admission to B-Tech. Town & Regional Planning**

After completion of the National Diploma: Town & Regional Planning, the student could continue with his/her studies for the B-Tech: Town & Regional Planning.

### **Admission Requirements**

The admission requirements for the B-Tech: Town & Regional Planning is the National Diploma: Town & Regional Planning or equivalent qualification. Criteria for admission to the B-Tech: Town & Regional Planning is set out in 7. below.

### **Duration & Structure of Course**

The B-Tech: Town & Regional Planning comprises a one year full-time course.

## **4. PROGRAMME INFORMATION AND RULES**

### **4.1 General information**

#### **1. Applications**

A pre-registration system has been introduced by the Department and provisional applications for admission to any course must be submitted to the Registrar as early as possible, but not later than the closing date as stipulated by the Central Applications Office (CAO).

All Applications must be made via the CAO.

#### **2. Registration**

Registration takes place in January of each year. Students registering for the first time at the Durban University of Technology must produce their original Senior Certificate, statement of results, Identification Document, at registration. If this requirement is not met, the Institution will be forced to cancel enrolment.

On-line Web Registration is now available to students.

#### **3. Tuition & Examination fees**

Tuition fees are available on request from the Student Admission Department. Examination fees are included in the tuition fees. Fees are not refundable. Fees are payable as follows: minimum pre-registration fees on or before the date of registration and the balance in two installments.

#### **4. Medium of Tuition**

The medium of tuition is English.

#### **5. Hours of Tuition**

Full-time classes officially start at 08h00.

#### **6. Prescribed Books**

Reference books and technical journals are available to students at the library. Students will be instructed on which books and other equipment to buy.

#### **7. Bursaries & Loans**

Various scholarships and loans are available. Further information may be obtained from Financial Aid Services.

#### **8. Residence**

Limited hostel accommodation is available to full-time students. Students can only apply for accommodation once registered as a full-time student. This should be done with Student Administration.

## **9. Student Identity Cards**

Students are issued with identity cards at the beginning of their first and subsequent years of study. Presentation of these cards when buying materials, booking for theatres, etc. may mean special discount rates. For security purposes these cards must be presented on demand and must be carried by students at all times whilst on the Institution premises. Lost student cards must be replaced as soon as possible through the Student Admissions Department. Students must present their student cards at exam sittings as proof of Identity and registration.

## **10. Student Counseling**

Prospective students and students, who have problems regarding choice of career or subjects, may contact Student Counseling for an appointment.

Contact Ms Naseem Haniff

Tel. (031) 373-2266

E-mail: SCDC@dut.ac.za

## **11. Foreign Students**

The Durban University of Technology is subject to government policy in respect of the admission of foreign citizens to undergraduate courses. Prospective students should not finalize their study plans before they have obtained the required visa and study permit. Enquiries at Student Admissions should be made in this regard.

### **4.2 Rules for Academic Conduct in the Department of Town and Regional Planning**

All students are issued with a Durban University of Technology General Rules Book at Registration. The onus is on the student to familiarize him/herself with these rules. Notwithstanding these rules, the rules for the Department are as follows:

#### **I. Student Responsibilities**

All students who attend classes must be registered students for the course. Any student who does not appear on the class registers will not be allowed in the lecture rooms.

Attendance registers are taken for all classes, and are used to assist in determining a student's duly performed (DP) status. Please note that in order to receive a class mark at the end of the year to allow a student to write the year end examination, a student is required to attend all lectures, See Rule G12(5) in the DUT General Handbook for students. Late arrivals into lectures are disruptive to the lecturer and students alike. No student will be allowed into the lecture room five (5) minutes after lectures have commenced.

**Handouts:** All materials/references/assignments will be handed out during formal lectures. A student who does not attend lectures will not be handed out this information.

**Illness:** A student who is absent from lectures for three (3) consecutive days requires a doctor's certificate to be handed in to the lecturer.

**Tests/Assignments hand-ins:** If a student is sick on the day of a test or assignment, a doctor's certificate must be handed in to the lecturer concerned within one (1) week. If there has been a death in the immediate family, the death certificate must be produced within three (3) weeks. Failure to do this will result in the student being allocated 0% mark for said assessment or test.

**Exams:** If a student is sick or there are extenuating circumstances in the student not being able to sit for the final examination, the onus is on the student to advise and apply, with supporting evidence, to the Faculty Office for an aegrotat examination (refer to Examination Rules in the Institutional Rule Book for Students).

Site visits, field trips, conferences, workshops and all other external (off Campus) activities are governed by the Rules of Conduct set out in the General Handbook. All students are required to observe the DUT Code of Conduct and Ethics in this regard. No private needs will be permitted whilst on such Official DUT business such as for example, dropping off students along the way, transporting visitors or receiving friends etc.

## **2. Equipment**

All students are issued with equipment required to do the course at the beginning of their first year of study. This equipment is considered as the "tools of the trade".

Students will not be permitted in the drawing studios unless they have this equipment.

## **3. Student Identification Cards**

Students' identification cards must be carried by students at all times, and must be produced by students for examination sittings. If the card is lost, this must be reported to security.

The onus is on the student to apply to Student Admissions for a replacement of a Student Identification Card as soon as possible.

## **4. Change of Address**

Should the student's address change whilst studying at the Durban University of Technology, the onus is on the student to inform the Faculty Office, Student Admissions and the Secretary of the Department of Town & Regional Planning. This is important as all correspondence from the Institution will be forwarded to the student study address.

## **5. Library Orientation**

It is compulsory for all students to attend library orientation. This will be arranged with your lecturer and the library in due course.

## **6. Student Consultation**

Students wishing to consult with the Head of Department and lecturers must do so according to the open consultation times indicated on the time-table. Should a student be unable to make that time, an appointment must be made through the Secretary of the Department with the lecturer.

## **7. Lunch Time**

The department is closed for lunch from 12h00 - 13h00.

## **8. Class Hand-outs/Assignments - Assessment dates**

All lecture material and assignments will be handed out in class.

All hand-ins must be done on due dates and handed in during class to the lecturer concerned unless an alternative arrangement has been made by the lecturer. Under no circumstance should any work be handed in to the Secretary.

## **9. Duly Performed/Course Mark/Examination Mark**

The minimum Duly Performed (DP) year or semester mark for examination admission is 40%. The final mark is made up of 50% Course Mark and 50% Examination Mark, unless otherwise indicated (e.g. continuous assessment).

## **10. Academic Irregularities including Plagiarism**

Cheating and plagiarism are unacceptable practices that will not be tolerated by the Department and Institution. The Durban University of Technology Rule Book for Students clearly outlines the procedures and actions that will be taken if such breaches occur. Refer to General Rule G13 (o) and (p). The Department keeps a record of all instances of cheating and plagiarism.

It is the responsibility of the student to reference work correctly, to avoid plagiarism and refrain from copying other students' work or allowing the student's own work to be copied.

Students will be required to submit a standardized signed declaration that they have not plagiarized any work with each document submitted for assessment. Plagiarism occurs where:

- "paragraphs, sentences, a single sentence or significant parts of a sentence which are copied directly and not enclosed in quotation marks or appropriately footnoted; or referenced shortly thereafter;
- direct quotations are not used, but are paraphrased or summarized, and the source of the material is not acknowledged either by footnoting or other simple reference within the text of the paper;
- an idea of the material which appears elsewhere in printed electronic format or on film is used or developed without reference being made to the author or the source of that idea or material and with the intention to deceive."

*Reference: Faculty of Environmental Sciences, Griffith University School of Environmental Planning: Course Guide 2000, pages 35, 36.*

## II. Class Representatives

Class representatives are elected for each level of study for a period of one (1) year. Elections will be conducted by the lecturers. Should students be experiencing difficulties, problems or concerns, these must be raised through the class representatives to the lecturer concerned. Should these matters not be dealt with effectively, the student representative must then arrange an appointment with Year co-ordinator, then the Programme Co-ordinator and lastly, with the Head of Department.

## 5. PROGRAMME STRUCTURE

### National Diploma: Town and Regional Planning (NDTRP2)

<b>NATIONAL DIPLOMA: Town &amp; Regional Planning FIRST YEAR</b>					
Code	Subjects:	*C/O	Semester/ Year	Assessment Method	Pre-requisite
PLAN101	Planning I	C	Annual	Exam	
SANS101	Survey & Analysis I	C	Annual	Exam	
COSK101	Communication Skills	C	Annual	CA	
DRWG101	Drawing I	C	1st Semester	CA	
CPSK101	Computer Skills I	C	1st Semester	CA	
CIVE101	Civil Engineering I	C	1st Semester	Exam	
GEGY102	Geography I	C	1st Semester	Exam	
PLDE201	Planning Design II	C	2nd Semester	CA	DRWG101
SURGI01	Surveying I	C	2nd Semester	CA	

**Note:** Drawing I, Planning Design II, Planning I, Survey and Analysis I, Communications Skills and Computer Skills are pre-requisite for entry into second year.

<b>NATIONAL DIPLOMA: Town &amp; Regional Planning SECOND YEAR</b>					
Code	Subjects:	*C/O	Semester/ Year	Assessment Method	Pre-requisite
PPPW201	Planning Practice & Project Work II	C	Annual	CA	DRWG101 PLDE201 PLAN101 SANS101 CPSK101 COSK101
	Work Integrated Learning	C	Annual	CA	DRWG101 PLDE201 PLAN101 SANS101 CPSK101 COSK101

**Note:** Drawing I, Planning Design II, Planning I, Computer Skills, Communication Skills and Survey and Analysis I are pre-requisite for entry into second year. In addition, the student may only carry two subjects into third year.

<b>NATIONAL DIPLOMA: Town &amp; Regional Planning THIRD YEAR (NQF 6)</b>						
Code	Subjects:	*C/O	Semester/ Year	Assessment Method	NQF Level	Pre-requisite
LGPR101	Legal Principles I	C	Semester	Exam	6	LEPO201
	Legal -Procedures II	C	Semester	Exam	6	LGPR101 PLDE301
	Planning Design III	C	Annual	Exam	6	PPPW201
DEVP301	Development Planning III	C	Annual	Exam	6	PLAN101 SANS101 PLDE201
CAPP301	Computer Applications III	C	Annual	CA	6	CPSK101
STIS102	Statistics I	C	Semester	Exam	6	

\* C = Compulsory; O = Optional

CA= Continuous Assessment

## **B. Tech. Town & Regional Planning (BTTRP1)**

After completion of the National Diploma: Town & Regional Planning, a student could continue with his/her studies for the B-Tech: Town & Regional Planning.

### **B.TECH: TOWN AND REGIONAL PLANNING (NQF 7)**

<b>NATIONAL DIPLOMA: Town &amp; Regional Planning SECOND YEAR</b>					
Code	Subjects:	*C/O	Semester/ Year	Assessment Method	Pre-requisite
PLDE401	Planning Design IV	C	Annual	Exam	-
CRPL401	City & Regional Planning IV	C	Annual	Exam	-
ENVS401	Environmental Studies IV	C	Annual	Exam	-
MANA103	Management IV	C	Annual	Exam	-
GISS401	Geographic Information Systems IV	C	Annual	Exam	-
CSTU401	Community Studies IV	C	Annual	Exam	-



## **6. RE-REGISTRATION RULES**

The institutional rules regarding re-registration apply.

### **Criteria for Promotion to Higher Levels & Pre-requisites / Rules of Progression**

#### **National Diploma: Town & Regional Planning**

##### **From First to Second year**

Students will be allowed to register for the second year of study provided they have passed the following subjects:

- Planning I
- Drawing I
- Planning Design II
- Survey & Analysis I
- Computer Skills I

Students may carry any two of the following subjects into third year; namely, Communication Skills, Geography, Civil Engineering and Surveying.

##### **From Second to Third Year**

Students will be allowed to register for the third year of study provided:

- they have successfully completed their second year of study;
- do not carry more than two subjects from the first year;
- completed the mandatory twelve months experiential training of the 2nd year

To enroll for the third year students will be allowed to carry a maximum of two subjects provided they are not prerequisites for any of the third level subjects.

#### **B. Tech: Town & Regional Planning**

A student will only be allowed to enroll for the B.Tech. if the student has passed all first, second and third year subjects of the National Diploma: Town & Regional Planning and subject to the criteria laid out below.

### **NOTICE TO ALL REGISTERED STUDENTS:**

Your registration is in accordance with all current rules of the Institution. If, for whatever reasons, you do not register consecutively for every year/semester of your programme, your existing registration contract with the Institution will cease. Your re-registration anytime thereafter will be at the discretion of the Institution and, if permitted, will be in accordance with the rules applicable at that time.

**7. CRITERIA FOR ADMISSION TO THE B.TECH: TOWN & REGIONAL PLANNING NATIONAL DIPLOMA: TOWN & REGIONAL PLANNING (NEW COURSE)**

The minimum requirement for admission to the B-Tech. Town & Regional Planning is a National Diploma: Town & Regional Planning. Prospective students are required to have performed at an appropriate level as determined by the Department.

**National Diploma: Town & Regional Planning (Old Course)**

A student who is in possession of the National Diploma: Town & Regional Planning (T3) would only be eligible to enrol for the B-Tech. subject to completing a bridging module.

This module will comprise the following subjects taken from the new diploma:

- Planning Design III
- Development Planning III
- Legal Procedures II
- Computer Applications III

A student should have a minimum of 5 years relevant practical post-diploma experience.

A working knowledge of CAD is a pre-requisite for entry at this level.

**National Higher Diploma: Town & Regional Planning (Old Course)**

A student who is in possession of a National Higher Diploma: Town & Regional Planning (T4) would be eligible to enroll for the B-Tech. subject to the following:

A working knowledge of CAD is a pre-requisite for entry at this level.

**OR**

A student should have a minimum of 4 years relevant practical post-diploma experience.

In all cases above it is the prerogative of the Department to call prospective students for an interview.

**Exclusion Rules**

The institutional rules regarding academic exclusion apply.

## 8. SUBJECT CONTENT

**NB:** Students to read this section in conjunction with the relevant learner guides.

Brief Outline of Syllabi

### NATIONAL DIPLOMA: TOWN & REGIONAL PLANNING

#### First Year Subjects

##### Communication Skills (Continuous Assessment)

Recommended lecture periods 2 per week (1 Theory and 1 Tutorial)

1. Communication theory
2. Oral communication skills
3. Group communication skills
4. Technical writing
5. Applied technical writing
6. Interpersonal skills

##### Computer Skills I (Continuous Assessment)

Recommended lecture periods 3 per week (1 Theory and 2 Practicals)

1. The basic components and operation of a micro-computer
2. Software: Operating system, word processing, use of spreadsheet and introduction to computer aided drawing.

Note: In order to proceed to second year, the student must pass this subject.

##### Drawing I (Continuous Assessment)

Recommended lecture periods 6 per week (+ 1 Tutorial)

1. Drawing paper: their different properties and uses.
2. Drawing equipment: their care and applications.  
Line work: construction lines, detail lines and final lines.  
Annotations: printing and stenciling.  
Scales: presenting reality on paper, enlarging and reducing plans.
3. Base plan compilation and town planning layouts and models.

**Note: In order to proceed to Planning Design II students first need to pass this subject in the first semester.**

##### Geography I (Examination)

Recommended lecture periods 5 Theory per week

1. Ecology, hydrology, geomorphology,
2. Oceanography, climatology,
3. Urban Geography, Sustainability: soil conditions
4. Spatial representation / geo-visualization

##### Planning I (Examination)

Recommended lecture periods 5 Theory per week

1. Historical evolution of towns and architecture of buildings, early urbanisation and rural/urban migration in developing countries.
2. Planning concepts, models of urban structure, the physical character and form of urban settlements.

3. Locational theory: Residential, industrial, Commercial, recreational and the linkage between them.
4. Development control, urban conversion and renewal.
5. Development of South African Government policies and laws.

**Note: In order to proceed to 2nd year, a student must pass this subject.**

### **Planning Design II (Continuous Assessment)**

Recommended lecture periods 6 per week (1 Theory and 5 Practicals)

1. Theory of design: Visual elements, composition and spatial definition.
2. Techniques of design: The process of analysis, concepts and proposals of layouts and urban design.
3. Urban spaces: Environmental quality, composition and three dimensional integration of design elements.
4. Techniques of presentation: conceptual sketches, plans, written reports and photographs.

**Note: See Drawing I above.**

### **Survey & Analysis I (Examination)**

Recommended lecture periods 5 per week

1. Survey Techniques.
2. Data Collection and Analysis Qualitative and Quantitative.
3. Land use surveys.
4. Demographic surveys.
5. Regional Surveys
6. Traffic and Transport Surveys.
7. Presentation Skills and Report Construction.

**Note: In order to proceed to second year, the student must pass this subject.**

### **Surveying I (Examination)**

Recommended lecture periods 5 per week (2.5 Theory and 2.5 Practicals)

1. Basic principles of surveying.
2. Distance measurement.
3. Determination of co-ordinates with polars and traverses.
4. Determination of heights, longitudinal and cross sections.
5. Area surveying with tachometry.
6. Areas and volumes.
7. The use of the level and theodolite.
8. South African co-ordinate system

### **Civil Engineering I (Examination)**

Recommended lecture periods 5 Theory per week

1. Site analysis.
2. Provision of the following services: Roads, water, sewage, storm water, transport routes.

**Note: Drawing I, Planning Design II, Planning I, Computer Skills and Survey and Analysis I are pre-requisite for entry into second year.**

## Second Year Subjects

### Planning Practice & Project Work II

Recommended consultation periods 4 periods per week

Assignments covering the following will be set throughout the year.

1. Preparation of maps, diagrams and illustrations, based on data provided.
2. Layout design.
3. Calculation of density, bulk allowance and slope.
4. Compilation of written reports and the presentation of statistical information.
5. Special Consent Application.
6. Acquisition, analysis and interpretation of data used for Town & Regional Planning reports.
7. Regional planning theory

**Note: Drawing I, Planning Design II, Planning I, Computer Skills and Survey and Analysis I are pre-requisite for entry into second year. In addition, the student may only carry two subjects into third year.**

### Work Integrated Learning (12 months)

Work Integrated Learning must be undertaken at an approved place of work, and be under the control of a registered Town Planner. The criteria for evaluation will be determined by the institution together with the employer.

Diversity of tasks of the required for Work Integrated Learning:

1. Graphic Communication - preparation of plans, preparation of diagrams and illustrations, preparation of maps and plans from survey data, compilation of written reports, presentation of statistical data.
2. Planning Surveys - Acquisition of Data, Analysis of Data and Interpretation.
3. Planning Design - Statutory Control, Urban Design Projects, Preparation of Structure Plans, Sub-Divisional Layouts.

Students are to present task sheets approved by employer at regular intervals.

Visits by the institution's staff to employers, will be undertaken.

## Third Year Subjects

### Computer Applications III (Continuous Assessment)

Recommended lecture periods 8 per week (6 lectures and 2 Tutorials)

1. Development of algorithms and programmes in a high level language.
2. Use of application programmes for surveying, town planning and computer-aided drawing.
3. Database management systems.

**Note: Computer Skills I is a pre-requisite for this subject.**

### Development Planning III (Examination)

Recommended lecture periods 6 per week (+ 2 Tutorials)

1. Socio-economic development: Basic introduction to macro and micro economics, economic systems and principles, allocation of scarce resources, supply and demand, factors of production, land as an economic commodity, economics of land use and development, globalization, unemployment and informality.
2. Economic growth and development, Regional Planning theories.
3. Planning and Government Systems, approaches to integrated development planning.
4. Planning, Climate change and sustainability
5. Urbanisation and urban systems.

6. Housing development: Legislation, availability of land for housing, the delivery systems, types of housing, financing sources, application of appropriate technology, community participation.
7. Case studies.

**Note: Planning I, Survey and Analysis I and Planning Design II are pre-requisites for this subject. Students will not be allowed to enroll for this subject unless they have successfully completed their second year.**

### **Legal Principles I (Examination)**

Recommended lecture periods 4 Theory per week

1. Introduction to the law.
2. Different divisions of the South African system of Government.
3. Ownership of property: registration and transfer of land, single title and sectional title; servitudes; function of the Surveyor-General and Registrar of Deeds.

### **Legal Procedures II (Examination)**

Recommended lecture periods 5 Theory per week

1. The legislative planning context in South Africa.
2. The historical context including planning legislation relating to the former KwaZulu and former Natal areas.
3. Township establishment and land use control procedures for KwaZulu-Natal.
4. Introduction to environmental law in South Africa.
5. Legislative context for development planning with an emphasis on Municipal Systems Act No.32 of 2000 and Kwazulu Natal Planning and Development Act no. 6 of 2008 and Spatial Planning and Land Use Management Act No. 16 of 2013

**Note: Legal Principles I is a pre-requisite for this subject.**

### **Planning Design III (Examination)**

Recommended lecture periods 10 per week (5 studio and 5 lecture)

1. Site Analysis: City form; Public and private spaces; Housing Typologies and Density; Site Analysis Techniques
2. Urban Layout: Neighbourhoods and Threshold; Urban Design Concepts; Level of Services; Design guidelines; Layout and subdivision; sustainability and Design.
3. Informal Residential Design: In situ upgrading; De Facto Survey; Housing Project Cycle; Design Principles
4. Industrial/Commercial/Mixed Use Design: Mixed-use development; Shopping Hierarchy; Mixed use Design standards

Note: Students will not be allowed to enrol for this subject unless they have successfully completed their second year.

### **Statistics I (Examination)**

Recommended lecture periods 5 per week (4 Theory and 1 Tutorials)

1. Frequency distribution: organisation of data, graphic presentation.
2. Probability: Normal and binomial distributions, standard deviation. Sampling. Inferences concerning averages and standard deviation.
3. Regression and Correlation.
4. Non-parametric tests.

## **Brief Outline of Syllabi**

### **B. TECH: TOWN AND REGIONAL PLANNING**

#### **Planning Design IV (Examination)**

Recommended lecture periods 4 per week (1 Theory and 3 Studio)

1. Metropolitan planning: theoretical frameworks.
2. Spatial Frameworks.
3. Local Area Plans and Precinct Plans.
4. Layout design: Feasibility study.

The submission of a series of design projects will form part of this course.

#### **City & Regional Planning (Examination)**

Recommended lecture periods 4 Theory per week

1. Regional Planning  
Overview of Development Theory  
Theory and Approaches to Regional Planning  
Urban and Regional Resource Management  
Transportation  
Current Structures and Policies
2. Urban Planning  
Overview of Urban Processes  
Metropolitan Planning and Management approaches  
Land and housing SA policy and provision  
Globalisation and sustainability: impact on urban planning  
Urban regeneration

#### **Environmental Studies (Examination)**

Recommended lecture periods 3 Theory per week

1. **Ecology**  
Nutrition, Use of Matter and energy flows  
Limits and Limiting factors  
Habitats and niches  
Interactions between Organizations  
Stability and Stress  
Changes in populations, communities and ecosystems  
Classification and organisation in the ecosphere
2. **Environmental Issues**  
Population  
Socio-economics factors  
Local and global issues
3. **Environmental Management & Planning**  
Global to local perspective  
Government, non-government and business  
Environmental assessment
4. **Evaluative Techniques**  
Basic to advanced techniques  
Analysis and presentation

## **5. Project Work**

Project/s relating to ecology, environmental issues and environmental management, using appropriate evaluative techniques for analysis and presentation

## **Geographic Information Systems IV (Examination)**

Recommended lecture periods 4 per week

### **1. Theory & Principles of GIS**

General concepts  
Data acquisition and management  
Raster and vector GIS  
GIS analysis  
GIS output  
Advanced concepts

### **2. Software Training**

Data capture tools and techniques  
Data analysis  
Data presentation

### **3. Project Work**

Completion of GIS projects involving data capture, analysis & output in hardcopy and digital format.

## **Management IV (Examination)**

Recommended lecture periods 3 Theory per week

1. Human relations in organizations
2. Principles and practice of management
3. Financial management
4. Office organization and professional practice
5. Team-Building and Conflict resolution
6. Project management
7. Integrated Development Plans (IDPs)
8. Area Based Management approaches

## **Community Studies (Examination)**

Recommended lecture periods - 2 Theory per week

1. Planning theory
2. Concepts and theories of community - sociological/ anthropological aspects and the challenges of modernization
3. The South African Context of Urban and Rural Communities in South Africa - challenges for reconstruction and participatory development in South Africa.
4. Participatory planning techniques and methodologies.
5. Community participation in the planning process - case studies (international and local).

## **Diploma Phase-out Plan**

(As approved by the University Senate on 26 August 2015)

### **Important information for current and prospective students (effective as of January 2016):**

The current National Diploma: Town and Regional Planning shall be phased out starting in 2016 to allow for the introduction of new qualifications which must comply with the requirements of the new Higher Education Qualifications Sub-Framework.



The last cohort of first-time entering students admitted to this National Diploma qualification will be in January 2016.

Notwithstanding all the current rules (both the General Rules and Departmental Rules) that regulate this diploma, the last registration in which any student may register for each of the subjects is listed as follows:

<b>Code</b>	<b>Subjects:</b>	<b>Semester/ Annual</b>	<b>Date</b>
PLAN101	Planning I	Annual	January 2016
SANS101	Survey & Analysis I	Annual	January 2016
COSK101	Communication Skills	Annual	January 2016
DRWG101	Drawing I	1st Semester	January 2016
CPSK101	Computer Skills I	1st Semester	January 2016
CIVE101	Civil Engineering I	1st Semester	January 2016
GEGY102	Geography I	1st Semester	January 2016
PLDE201	Planning Design II	2nd Semester	July 2016
SURGI01	Surveying I	2nd Semester	July 2016
PPPW201	Planning Practice & Project Work II	Annual	January 2017
	Work Integrated Learning	Annual	January 2017
LGPR101	Legal Principles I	Semester	January 2018
LEPO201	Legal -Procedures II	Semester	July 2018
PLDE301	Planning Design III	Annual	January 2018
DEVP301	Development Planning III	Annual	January 2018
CAPP301	Computer Applications III	Annual	January 2018
STIS102	Statistics I	1st Semester	January 2018

The dates stated in this rule are subject to change depending on the effective approval date for the new HEQF aligned programmes.