FEEDBACK TUTORIAL LETTER

1st SEMESTER 2019

ASSIGNMENT 2

URBAN DEVELOPMENT AND MANAGEMENT (UDP711S)
Course Name: URBAN DEVELOPMENT AND MANAGEMENT

Course Code: UDP711S

Department: SOCIAL SCIENCES

Course Duration: 1 SEMESTER

NQF Level and Credits: LEVEL 7; 15 CREDITS

Marker-tutor Details:

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Ms Puleinge would like to use this opportunity to thank all students for submitting the assignments. The overall performance was very good. Many students have done extensive reading and research. Please keep up the good work dear students. The lowest score in UDP711S Assignment 2 was 30% with 83% being the highest score.

The following are the challenges identified during the tutor-marking:

- Most of the listed materials/sources listed under the reference page do not feature anywhere in the body of an assignment.
- Some students did not use the American Psychological Association (APA) referencing housing style.
Some papers provided general information instead of focusing specifically on the Rundu town.

In order to maintain good performance in the EXAMINATION, students should do the following:

- Prepare well in advance, by doing extensive reading and keep abreast with current development and events
- Provide relevant and practical examples to support your discussions.
- Read the examination question and understand it before attempting it.

ASSIGNMENT 2

A structure plan is a framework to guide the development or redevelopment of an area by defining the future development and land use patterns, areas of open space, the layout and nature of infrastructure (including transportation links), and other key features and constraints that influence how the effects of development are to be managed.

Structure plans comprise one or more maps, plans or diagrammatic representations of the proposed layout, features, character and links for areas being developed or redeveloped. The maps or plans in structure plans do not typically go into such detail as to define individual lot boundaries or the physical form of buildings and structures. The maps, plans or representations are usually supported by text explaining the background to the issues that initiated the structure plan and the approaches to manage those issues.

Issues that can be managed through a structure plan include:

- urban consolidation and greenfield expansion
- the type and location of land uses that will be permitted, including development type, density and staging
• multi-modal transport links and connectivity (such as roads, rail, sea and air links, public transport, cycle and pedestrian access)
• the location, type, scale and staging of infrastructure required to service an area, including storm water, water and sewerage
• integration of new development and growth with infrastructure and existing urban development
• landscape character and amenity
• reserves and open space networks
• natural hazards
• the provision of community facilities
• the protection of sites, features or values (which may be cultural, ecological, historical or amenity related)
• areas of contamination
• provision and location of network utilities.

There are various terms used to describe the general structure plan process, including Master Planning, Development Framework Plan etc. While the nature of these plans may differ slightly depending on the primary focus and scale of the plan, the overall structure planning analysis process is largely the same.

1. CONTENT OF THE STRUCTURE PLAN

The Structure Plan will comprise of a report and a Zoning Plan, which is also referred to as the Structure Plan. The report will cover the justification for the plan, the analysis, details of the phasing of the proposed development, the financing plan and the monitoring proposals.

1.1. The Zoning Plan

The Plan should contain the boundaries of land designated for specific uses and purposes, with an accuracy of ± 10 metres, such as:

1.2. Industrial areas (heavy including areas with special considerations regarding their location such as shipbuilding, or requiring good road rail or port access, industries with special environmental requirements such oil refining, gas works or metal processing works, and industry that have little environmental impact and may be located in residential and commercial land use areas)
1.3. Residential areas of various categories (eg. High, medium and low density and mixed residential commercial areas)

1.4. Main drainage system including rivers, streams and canals and land reserved for flood protection, such as spill areas

1.5. Natural disaster high risk zones unsuitable for development

2. THE PREPARATION OF STRUCTURE PLANS

2.1. Initiation of Structure Plans The preparation of Structure Plans should be initiated by the Municipal and District Assemblies (MMDA) and will be based on the priorities for the development of an area, as identified in the current District SDF. In situations where an urbanising area crosses administrative boundaries, (i.e. between two districts, a district and a municipality, or a district and a metropolitan area), the decision to prepare the Structure Plan will be made by the Assemblies of both authorities. The Assembly should seek the advice of its Planning Department or may be advised by the Planning Department or the Statutory Planning Committee that a new Structure Plan should be prepared or the existing approved plan revised. This may include the need to consider re-zoning of specified parts of the planned area, or to extend the planning into areas outside the present areas of the approved plan.

2.2. SWOT = Strengths, Weaknesses, Opportunities and Threats. POCC=Potentials, Opportunities, Constraints and Challenges

2.3. Persons /Bodies Authorized to Prepare Structure Plans the District Assembly shall order the Physical Planning Department to prepare Structure Plans. A Planning Team may prepare the Structure Plans internally. This team would include staff from the Planning Department; Works Department; Development Planning Coordinating Unit; and individual short-term consultants engaged by the Assembly, or the Assembly may outsource the preparation of the plan which would then be subject to evaluation, critical appraisal by the Technical Subcommittee of the MMDA who will rec-command it for approval by the Statutory Planning Committee. The Planning Department may also ‘outsourse’ this task and would be responsible for preparing detailed specifications for the consultants chosen to undertake
the task. The evaluation system would be explained as part of the RFP. The choice of the contractor will be made by a team of at least five persons, including members of the Physical Planning Department, the Economic Development Planning Officer, the Head of the Works Department and the DCD or his/her deputy. A report on the evaluation should be prepared and submitted to the Assembly for approval. Where consultants are engaged to prepare the plans, the Technical Sub Committee as represented by the Head of the Physical Planning Department will act as the ‘client’ on behalf of the Assembly in the day-to-day administration of the contract, and recommend acceptance of each stage of the work to the Assembly for approval.

The Terms of Reference (TOR) should clearly identify: town boundaries where the Structure Plan is to be prepared; the SDF and its policies, including the functions of the town, its hierarchy and respective hinterlands, and any major infrastructure or other development proposed. The nature of stakeholder consultation to be carried out; information on approved plans and programmes for infrastructure, utilities and other major development projects that are located in the planning area or will impact on the planning area. Areas to be protected because of their cultural, religious and historical importance; and the form of the final recommendations, including the types and numbers of reports and maps to be presented by the consultant. The District Planning Department should also provide quality assurance if the plan preparation is outsourced.

This will involve the Planning Department liaising with the technical departments of the MMDA, Ministries, Departments and Agencies (MDAs), utilities and services providers, regulatory agencies and Regional Planning Departments at various stages of the evaluation as it is being prepared. All base maps need to be approved by the Survey and Mapping Division of the Lands Commission. However, the Zoning Plan is not subject to such approval. All hard copies of maps and overlays will be produced on A0 sized paper at an appropriate scale (usually between 1:10,000 or 1:50,000) depending on the size of the town. Electronic copies of Zoning Plans should be prepared, using the Government preferred GIS software, Map Maker.

2.4 Format of the Zoning Plan
a. Size of the Plan
b. Key Plan

The plan should indicate the location of the planning area in the wider context on a scale of 1:250,000 or some appropriate scale, at the top of the Legend Box.

c. Legend Box The legend box contains a legend showing the colours and shading/hatching or other indicators used to identify all the land uses both existing and proposed in the plan. It should also indicate the road types, utility lines, administrative and proposed special planning project areas’ boundaries as well as the scale. The box will also include the approval seal with date of approval and signature of authorized person, with place and date. There should also be a nametag box, which should indicate the District, Region, Department, name of the plan, number of the plan, authors/professions, drafting team, District Head. Where consultants prepare the plan, their name must be indicated in the name box.

d. Town Planning Colours and Shading Town planning colours and shading to be applied in the planning scheme should conform to those indicated in the Zoning Regulations.

e. Presentation
The plan should be prepared at an appropriate scale
The presentation of the plan should indicate the area subject to the plan (Planning Area) and show its associated administrative boundaries. The administrative names of the adjoining areas need to be written on the maps. In most cases, the plan will cover one administrative area but where a town is fast growing, or where two towns are merging, the

2.5. Required Stakeholder Consultation The preparation of Structure Plans requires the involvement of all stakeholders. The minimum requirements include:

1. Consultation with Stakeholders
2. Exhibition of data analysis, assumptions and development alternatives, in Data Room of MMDA, with a period of 60 days for comment

3. Presentation and review of Draft Structure Plan (which has taken into account comments from Public after exhibition) by Stakeholders

2.6 Review of the Structure Plan

The requirement to revise a Structure Plan will depend on a number of factors. First, the Structure Plan is a plan for 15 years from the date of its approval. The Plan will make a number of assumptions about activities and function of the area, the availability of land for development, population growth, changes in occupancy rates and family size and so on. These assumptions are then compared with what actually is happening over the period covered by the. The greater the actual changes are from the assumptions under-pinning the Structure Plans, the more urgent a review will be required and a new Structure Plan developed. As the SDF is reviewed every four years in line with the MTDPs, so there is the opportunity to identify the need to revise or prepare a new Structure Plan for the area.

3. IMPLEMENTATION OF THE STRUCTURE PLAN

Plan implementation need to be linked to plan preparation. The involvement of stakeholders, (whether implementing departments of Central Government or District Assemblies, or the private sector), serves the purpose of ensuring that the plan reflects the stakeholders needs but also that the stakeholders are aware of their obligation to invest in the realisation of the plan. The key stakeholders need to develop their own implementation strategies, financing concepts and process controlling systems. This is a step-by-step as well as a participatory process. Planning is a sequential prescription of measures to be taken into account by all parties which are involved. The same applies to the implementation process: prescribed negotiation and co-ordination steps are to be carried out in a certain sequence. Implementation requires mechanisms to link plans to public and private budgeting. As the public sector is less frequently directly involved in development of the parcels of land, public investment is used to stimulate private sector investment.

3.1 Plan Implementation and Monitoring Procedure
The following procedures and measures should be put in place to implement the plan:

1. Based on the Structure Plan, the Physical Planning Department or private developers or other state institutions will prepare detailed local plans, which will comply with the Structure Plan. The detailed plans will be prepared by the Physical Planning Department according to the phasing proposed for the Structure Plan.

2. The Physical Planning Department should record on maps, all development proposals for land, on, above and below ground. Thus when local plans are prepared and approved, these should be recorded, using the Permit Database software where available. Likewise, once construction starts, the information should be updated. This will also apply to when a building is demolished or there is a changes of use.

3. The Physical Planning Department should make regular reports on the progress of the implementation of the Structure Plan to the Statutory Planning Committee, (SPC).

4. The SPC should evaluate the progress of the plan’s implementation against the Spatial Development Framework and the MTDP and pass on recommendations for action by the full Assembly.

3.2 Evaluation of the Plan

The evaluation of the Structure Plan will be based on how the plan manages to achieve the objectives of the broader National and Regional Development Plans, the MTDP and the District Spatial Development Framework and how successful is its realisation. As part of this exercise the Assembly will also consider the level of involvement of the stakeholders and the success or not of the financial strategy developed to facilitate the Plans realisation. Based on the findings of the evaluation, a decision should be made whether to revise, review, or re-make the Structure Plan.

Students should contextualize the structural planning in the Namibian context, specifically (Rundu Town).

END OF TUTORIAL LETTER