BLOCKS

Block 1
Work integrated assignment
Purpose

The purpose of this work integrated assignment is to put what you have learnt on the course into practice in the real world by developing a deeper understanding of one of the informal settlements in your municipality. A second purpose of the assignment is to build good working relationships.

The assignment: A portfolio and a short presentation

Choose an informal settlement in which you work or live, or to which your work applies. Prepare a portfolio providing information about the settlement, its people, their social assets and livelihoods, and their vulnerabilities. You will submit the portfolio in a binder for your assessment on the last day of Block 2. In addition, you will be required to speak about the settlement in a short (10 minute) presentation.

Gather the information you need for your portfolio (see below). This will include speaking to some residents of the settlement, as well as to relevant municipal officials. You may also need to find information in documents that have been prepared by the municipality or the community, or on their behalf by contractors or NGOs.

The portfolio will have the following sections:

1. Information about the settlement.
2. A description of the community, their social assets, livelihood strategies and vulnerabilities.
3. A list and short description of the stakeholders in the upgrading process.
4. A description of the community engagement process that has been used in the settlement so far.
5. Recommendations for how the level of participation could be improved.
6. A description of how you gathered the information in your portfolio.

Due date

Day 2 of Block 2

Requirements

You will work in Task Teams to complete the assignment. Each Task Team will consist of 3 or 4 people, of whom at least one should be a community representative and one must be a
municipal official. You will work in these Task Teams on all of the work integrated assignments after each of the training blocks.

You will work together as a group to complete the assignment, but you must each submit your own portfolio containing the outputs of the tasks that you complete.

Each person will be assessed individually on the date that is set for assessment.

Each person will make a short presentation (10 minutes) on the assignment as part of the assessment.

You must personally visit the settlement and interact with some of the residents. If you are not a resident of the settlement, you may need someone to introduce you and accompany you when you go there. If you are not a municipal official, you will need an official to help you access the relevant sources of information that are held at the municipal offices.

Detailed guidelines on what to include in your portfolio:

1. **Description of the settlement**

   Describe the informal settlement. Provide the following information:

   1.1. The name, size and age of the informal settlement

   1.2. The demographic data: any information you can gather about the people who live there e.g. the number of men/women/children; number of pensioners; number of women-headed households; number of child-headed households;

   1.3. Some socio-economic data: any information you can gather about household income; employment figures; the kinds of businesses that are operating.

   1.4. Information about the site on which the settlement is located e.g. who owns the land? What are the physical attributes (slopes, water features, etc)? Is the land suitable for upgrading?

   1.5. The location of the settlement in relation to the town/city as a whole (you can provide an aerial map, or you can draw a map yourself)

   1.6. The location of important social/economic facilities (schools, hospitals, public transport, places of employment), in relation to the settlement

   1.7. The extent of public sector investment (i.e. the level of services in the settlement and any other investment by the state)

2. **Social assets, livelihoods and vulnerabilities**

   2.1. Identify and describe some local assets: identify some existing activities and resources support livelihoods or strengthen social capital. You can take photographs of these assets.
2.2. Describe what you found out about vulnerability. Identify what specific issues, and conditions contribute to residents’ vulnerability. (You can use photos, sketches, maps and images if you’d like to).

2.3. For one of the assets, propose potential opportunities, partners, initiatives or funding which could support or strengthen these assets, or complement them. Write what you propose and how this would assist in strengthening assets.

3. **A list and short description of the stakeholders in the upgrading process.**
   In this section, you must go beyond the obvious stakeholders like the Ward Committees and political groups. Try to identify other groups who could be engaged in the upgrading process.

4. **A description of the community engagement process that has been used in the settlement so far.**
   Find out from relevant people how the community has participated so far in the upgrading process. Where would you place the participatory processes on the participation continuum?

5. **Recommendations for how the level of participation could be improved.**
   Give your own suggestions.

6. **A description of how you gathered the information in your portfolio.**
   This must show that you have visited the settlement and that you have engaged with various people, both residents and officials.