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**Course:** Arc 108

**PLANNING PROCESS**

1.Identify and explain the step by step stages of planning processes.

1a. Identification and definition of problems: This is the first stage, in this stage you identify the problems in the environment and then you get the solution. It helps you to exert control over the environment problems .

1b. Defining the objectives: A plan cannot be made without knowing what it aim to achieve. Objectives are the end goals.

1c. Studies and survey: In this stage and exercise is done to get the necessary information before decisions for developments are made.

1d. Analysis of data and preparation of study maps: Data obtained is organised and analysed, mistakes made is rectified. Study maps, charts, and graphs are prepared.

1e. Fore-casting: In this stage mapping out co-operate actions are based on past and present data trends. Plans often use fore-cast in order to perform the decision making process .

1f. Design: This is an important aspect of planning. Design needs to relate with the existing pattern, interaction, and trends.

1g. Fixation of priorities : Priorities are established based on the financial constraints, importance, and urgency

1h. Implementation: This is the process of turning plans into actions to achieve the strategic goals. Implementations are the projects success.

1i. Review, Evaluation, and feedback: In this stage implementation has been done and has to be monitored by taking up inspections and obtaining reviews. Feedback are very important.

2. Define the meaning of scope of town planning.

Scope of town planning is the art of shaping and guiding the physical growth of a town to meet the social, cultural, and economic needs. This process of planning helps the community in avoiding undesired consequences of changes.