SAPOA
SOUTH AFRICAN PROPERTY OWNERS ASSOCIATION

UNIVERSITY OF CAPE TOWN
IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD

SAPOA – UCT Property Programme

Introduction to Property Management

Presented online on Friday mornings: 09h00 – 11h00
from 10 September – 22 October 2027 (excl. 24 Sept)

Registration deadline: 23 August 2027

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Introduction

SAPOA and the University of Cape Town (UCT) are adapting to the changing training needs of the South African property market by transitioning from face-to-face to online and hybrid courses. This shift is driven by the increasing demand for online courses, the inability of companies to free employees for extended periods, and the rising costs associated with travel and accommodation for face-to-face courses.

Live interactions assist in creating a comprehensive and engaging learning environment. The proposed online format therefore includes a mix of live synchronous sessions, and online learning materials. This format allows for the preservation of the 'warmth' and structure associated with face-to-face programmes while providing the flexibility of online learning. The inclusion of both academics and property professionals in the presentation further enriches the learning experience.

The SAPOA – UCT Property Programme includes three short courses:
Introduction to South African Property Programme (IPP)
Excel for Property Practitioners (EPP)
Introduction to Property Investment and Finance (IPIF)
Public Sector Real Estate Programme (PSRP)
Introduction to Property Management (IPM)

Course Objective

The main objective of this course is to provide an intermediate understanding of commercial property management. It should form the knowledge basis for other specialised programmes and the Property Development Programme (PDP).

Course Outcomes

- Explain the nature of property management.
- Analyse a property management business plan.
- Develop a marketing and leasing plan.
- Manage lease negotiations.
- Perform financial analysis and budgeting.
- Apply the requisite management techniques for various commercial property types.
- Manage a maintenance programme, including planning for safety, security and emergency procedures.

Course Content

Module 1: Introduction to Property Management.
Module 2: Managing the Property.
Module 3: Understanding the lease.
Module 4: Relationship management, marketing and tenant retention.
Module 5: Financial management.
Module 6: Managing the physical asset.

Course Format

The course will be delivered online with live sessions, including activities like panel discussions. It will run over six weeks with one morning sessions per week, each lasting about 2 hours. Participants will also complete additional readings for each module.

Who Should Attend?

This course will be particularly useful all those who seek an introductory commercial property management course. It will be equally useful to professionals in the private and public sectors. The course does not require prior knowledge of property management concepts. The course should be particularly useful to professionals in the fields of:

1) Property Management
2) Facilities Management
3) Retail Managers
4) Property brokers

Certificate Requirements

A digital certificate of attendance will be awarded to participants who attend at least 80% of the live sessions and complete each module.

Course Overview

Course	Introduction to Property Management
Dates and Duration	10 Sept – 22 Oct, Friday mornings 09h00 – 11h00 (excl. 24 Sept)
Venue	Presented online via MS Teams and Amathuba (UCT's online learning platform)
Format	Synchronous online sessions, one morning a week for six weeks. Total course duration of the course: 12 hours
Course fees	SAPOA Members: R9 450 Non-members: R14 175
Registration Deadline	Monday 23 August 2027
Enquiries	CPD Programme: ebe-cpd@uct.ac.za SAPOA: eduofficer@sapoa.org.za

Course Convenors

All the presenters on the course are recognised leaders in their fields.

Dr Saul Nurick is a senior lecturer in the Department of Construction Economics and Management at the University of Cape Town (UCT), where he teaches on the both the undergraduate and masters Property Studies programmes. His teaching focuses on property financial mathematics, property feasibility analysis, property finance and environmental aspects linking to the real estate sector. He holds a BCom, BSc (Hons) (Property Studies) and MPhil from the University of Cape Town, and a PhD from the University of the Witwatersrand. He is registered as a chartered surveyor with the Royal Institution of Chartered Surveyors (RICS). He is the director of the Urban Real Estate Research Unit (URERU), based at UCT.

Professor Kathy Michell is a Professor of Property and Facilities Management in the Department of Construction Economics and Management, University of Cape Town, where she teaches on the Property Studies Programmes. She holds a Doctorate in property and facilities management from the University of Salford, an MPhil in cost engineering and BSc (Hons) in Quantity Surveying from UCT. She is registered as a chartered surveyor with the Royal Institution of Chartered Surveyors (RICS) and is a professionally registered Quantity Surveyor with the South African Council for the Quantity Surveying Profession (SACQSP). She is the Director of the Sustainability oriented and Cyber Research Unit for the Built Environment (S+CUBE) at UCT. She is the Associate Editor for the Journal of Facilities, the Regional Editor (Africa) for the Journal of Facilities Management and on the Editorial Board for the African Journal of Real Estate Research, the Journal of Real Estate Literature and the Journal of Civil Engineering Sciences. She is a past Head of the Department of Construction Economics and Management and Deputy Dean for Undergraduate Studies in the Faculty of Engineering and the Built Environment. She currently serves as an elected member of the Board of the CIB International Council for Building and Construction Research. She is a founding Director of the Africa Facilities Management Association and Past-President of the South African Council for the Quantity Surveying Profession. In addition, she has served a four-year term on the Council for the Built Environment in South Africa and as the Africa Market Seat holder on the Governing Council of the Royal Institution of Chartered Surveyors (RICS).

Registration

Registration and Cancellation

- Register for this course
- Registration covers attendance of all sessions of the course, and course material.
- **Registrations close on 23 August 2027**. Confirmation of acceptance will be sent on receipt of a registration form.
- Cancellations must be received 7 days before the start of a course, or the full course fee will be charged.
- For more information on application and registration procedures, please visit our website: www.cpd.uct.ac.za

Certificates and CPD Points

The course is an approved University of Cape Town short course and it is accredited with the Engineering Council of South Africa for the award for CPD points.

A digital certificate of attendance will be awarded to participants who attend at least 80% of the live sessions and complete each module.

Contact details

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