



Sedibeng
District Municipality

PERFORMANCE AGREEMENT

For Section 56 Employee

MADE AND ENTERED INTO BY AND BETWEEN:

THE SEDIBENG DISTRICT MUNICIPALITY,

REPRESENTED BY

FAIRBRIDGE MOTSUMI MATHE

AND

McDONALD GREGORY MAKHUBU

THE EMPLOYEE OF THE MUNICIPALITY

FOR THE FINANCIAL YEAR

01 JULY 2025– 30 JUNE 2026

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PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

Sedibeng District Municipality

Herein represented by the Municipal Manager (herein after referred to as the **Employer**)

and

Gregory Makhubo, Employee of the **Sedibeng District Municipality** (hereinafter referred to as the **Employee**)

WHEREBY IT IS AGREED AS FOLLOWS:

1. INTRODUCTION

- 1.1. The **Employer** has entered into a contract of employment with the **Employee** in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The **Employer** and the **Employee** are hereinafter referred to as "the Parties".
- 1.2. Section 57 (1) (b) of the Systems Act, read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual performance agreement.
- 1.3. The parties wish to ensure that they are clear about the goals to be achieved, and secure the commitment of the **Employee** to a set of outcomes that will secure local government policy goals.
- 1.4. The parties wish to ensure that there is compliance with Sections 57 (4A), 57 (4B) and 57 (5) of the Systems Act.

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2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to –

- 2.1. comply with the provisions of Section 57 (1)(b), (4A), (4B) and (5) of the Systems Act as well as the Contract of Employment entered into between the parties;
- 2.2. specify objectives and targets defined and agreed with the **Employee** and to communicate to the **Employee** the **Employer's** expectations of the **Employee's** performance and accountabilities in alignment with the Integrated Plan, Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the municipality;
- 2.3. specify accountabilities as set out in the Performance Plan which form an annexure to the performance agreement (**Annexure A**);
- 2.4. monitor and measure performance against set targeted outputs;
- 2.5. use the Performance Agreement and Performance Plan as the basis for assessing whether the **Employee** has met the performance expectations applicable to his/her job. In the event of outstanding performance, to appropriately reward the **Employee**; and
- 2.6. give effect to the **Employer's** commitment to a performance-orientated relationship with the **Employee** in attaining equitable and improved service delivery.

3. COMMENCEMENT AND DURATION

- 3.1 This Agreement will commence on the **01 July 2025** and will remain in force until **30 June 2026** thereafter a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof.
- 3.2 The parties will review the provisions of this Agreement during June each year. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least once a year by not later than the beginning of each successive financial year.

- 3.3 This Agreement will terminate on the termination of the **Employee's** contract of employment.
- 3.4 The content of this Agreement may be revised at any time during the above- mentioned period to determine the applicability of the matters agreed upon.
- 3.5 If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

4. PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan/SDBIP (**Annexure A**) as sets out –
- 4.1.1 the performance objectives and targets that must be met by the **Employee**; and
- 4.1.2 the time frames within which those performance objectives and targets must be met.
- 4.2 The performance objectives and targets reflected in the Performance Plan/SDBIP (**Annexure A**) are set by the **Employer** in the consultation with the **Employee** and based on the Integrated Development Plan, the Service Delivery Budget Implementation Plan (SDBIP) and the Budget of the **Employer**, and shall include key objectives, key performance indicators, target dates and weightings.
- 4.2.1 The key objectives describe the main tasks that need to be done.
- 4.2.2 The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved.
- 4.2.3 The target dates describe the timeframe in which the work must be achieved.
- 4.2.4 The weightings show the relative importance of the key objectives to each other.
- 4.2.5 The **Employee's** performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the **Employer's** Integrated Development Plan.

5. PERFORMANCE MANAGEMENT SYSTEM

- 5.1 The **Employee** agrees to participate in the performance management system that the **Employer** adopts or introduces for the **Employer**, management and municipal staff of the **Employer**.
- 5.2 The **Employee** accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the **Employer**, management and municipal staff to perform to the standards required.
- 5.3 The **Employer** will consult the **Employee** about the specific performance standards that will be included in the performance management system as applicable to the **Employee**.
- 5.4 The **Employee** undertakes to actively focus towards the promotion and implementation of the KPA's (including special projects relevant to the employee's responsibilities) within local government framework.
- 5.5 The criteria upon which the performance of the **Employee** shall be assessed shall consist of two (2) components, both of which shall be contained in the Performance Agreement.
- 5.5.1. The **Employee** must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPA's) and the Core Competency Requirements (CCR's) respectively.
- 5.5.2. Each area of assessment will be weighted and will contribute a specific part to the total score.
- 5.5.3. **KPA's covering the main areas of work will account for 50%, Risk Management will account for 10%, Grant Fundraising & Revenue Enhancement account for 10%, and Management Audit Action Plans will account for 10%, and CCR's will account for 20% of the final assessment.**
- 5.6. The **Employee's** assessment will be based on his/her performance in terms of the outputs / outcomes (performance indicators) identified as per attached Performance Plan/SDBIP (**Annexure A**), and the weightings agreed to between **Employer** and **Employee**.
- 5.7. In the case of managers directly accountable to the Municipal Manager, the weighting of key performance

areas related to the functional area of the relevant manager must be subject to negotiation between the Municipal Manager and the relevant manager.

- 5.8. The CCRs will make up the 20% of the **Employee's** assessment score. CCRs that are deemed to be most critical for the **Employee's** specific job should be selected (✓) from the list below as agreed to between **Employer** and **Employee**. Performance Weighting:

KPA's WEIGHTING		ABSOLUTE WEIGHTING	WEIGHTED AVERAGE
Basic Service Delivery		20	50%
Municipal Institutional Development and Transformation		10	
Local Economic Development (LED)		30	
Municipal Financial Viability and Management		20	
Good Governance and Public Participation		20	
Total		100 %	
CORE COMPETENCY REQUIREMENTS WEIGHTING			
	Select (✓)	Split per CCR	20%
Financial Management	✓	20%	20%
Strategic Capability and Leadership	✓	20%	
People Management and Empowerment	✓	20%	
Client Orientation and Customer Focus	✓	10%	
Service Delivery Innovations	✓	20%	
Communications	✓	10%	
TOTAL		100%	
Risk Management			10%
Implementation of Audit Action Plan			10%
Grant Fundraising and Revenue Enhancement			10%
OVERALL WEIGHTINGS			100%

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6. EVALUATING PERFORMANCE

6.1. The Performance Plan (**Annexure A**) to this Agreement sets out:

6.1.1. the standards and procedures for evaluating the **Employee's** performance; and

6.1.2. the intervals for the evaluation of the **Employee's** performance.

6.2. Despite the establishment of agreed intervals for evaluation, the **Employer** may in addition review the **Employee's** performance at any stage while the contract of employment remains in force.

6.3. Personal growth and development needs identified during any performance review discussion must be documented in a **Personal Development Plan** as well as the actions agreed to and implementation must take place within set time frames.

6.4. The **Employee's** performance will be measured in terms of contributions to the goals and strategies set out in the **Employer's** IDP.

6.5. The annual performance appraisal will involve:

6.5.1. Assessment of the achievement of results as outlined in the performance plan:

- (a) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA.
- (b) An indicative rating on the five-point scale should be provided for each KPA as described in 6.6 below.
- (c) The applicable assessment rating calculator (refer to paragraph 6.5.3. below) must then be used to add the scores and calculate a final KPA score.

6.5.2. Assessment of the CCR's

- (a) Each CCR should be assessed according to the extent to which the specified standards have been met.

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- (b) An indicative rating on the five-point scale should be provided for each CCR.
- (c) This rating should be multiplied by the weighting given to each CCR during the contracting process, to provide a score.

6.5.3. Overall rating

An overall rating is calculated by using the applicable assessment rating calculator. Such overall rating represents the outcome of the performance appraisal.

6.6. The assessment of the performance of the **Employee** will be based on the following rating scale for KPA's and CCRs as included in the Performance Plan (**Annexure A**)

Level	Terminology	Description	Rating				
			1	2	3	4	5
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance Plan and maintained this in all areas of responsibility throughout the year.					
4	Performance significantly above expectations	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.					
3	Fully effective	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.					

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Level	Terminology	Description	Rating				
			1	2	3	4	5
2	Not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.					
1	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the PA and Performance Plan. The Employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement.					

6.7. For purposes of evaluating the performance of the Municipal Manager, an evaluation panel constituted by the following persons will be established –

- 6.7.1. Executive Mayor;
- 6.7.2. Chairperson or delegated member of the Performance & Audit Committee;
- 6.7.3. At least one member of the Mayoral Committee (MMC);
- 6.7.4. Mayor and/or Municipal Manager from another Municipality; and
- 6.7.5. Member of a ward committee as nominated by the Executive Mayor (NB! District)

Manager responsible for Human Resources of the municipality must provide secretariat services to the evaluation panel.

7. SCHEDULE FOR PERFORMANCE REVIEWS

- 7.1. The performance of each **Employee** in relation to his/her performance agreement shall be reviewed on the following dates with the understanding that reviews in the first and third quarter may be verbal if

performance is satisfactory:

Quarter	Review Period	Review to be completed by
1	July - September 2025	October 2025 (informal)
2	October - December 2025	February 2026
3	January - March 2026	April 2026 (informal)
4	April - June 2026	July 2026

- 7.2.** The **Employer** shall keep a record of the mid-year review and annual assessment meetings.
- 7.3.** Performance feedback shall be based on the **Employer's** assessment of the **Employee's** performance.
- 7.4.** The **Employer** will be entitled to review and make reasonable changes to the provisions of Annexure "A" from time to time for operational reasons. The **Employee** will be fully consulted before any such change is made.
- 7.5.** The **Employer** may amend the provisions of Annexure "A" whenever the performance management system is adopted, implemented and/or amended as the case may be. In that case the **Employee** will be fully consulted before any such change is made.

8. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as **Annexure B**.

9. OBLIGATIONS OF THE EMPLOYER

9.1. The **Employer** shall –

- 9.1.1.** Create an enabling environment to facilitate effective performance by the **Employee**;
- 9.1.2.** Provide access to skills development and capacity building opportunities;
- 9.1.3.** Work collaboratively with the **Employee** to solve problems and generate solutions to common problems that may impact on the performance of the **Employee**;

- 9.1.4. On the request of the **Employee** delegate such powers reasonably required by the **Employee** to enable him/her to meet the performance objectives and targets established in terms of this Agreement; and
- 9.1.5. Make available to the **Employee** such resources as the **Employee** may reasonably require from time to time to assist him/her to meet the performance objectives and targets established in terms of this Agreement.

10. CONSULTATION

- 10.1. The **Employer** agrees to consult the **Employee** timeously where the exercising of the powers will have amongst others :-
- 10.1.1. A direct effect on the performance of any of the **Employee's** functions;
- 10.1.2. Commit the **Employee** to implement or to give effect to a decision made by the **Employer**; and
- 10.1.3. A substantial financial effect on the **Employer**.
- 10.2. The **Employer** agrees to inform the **Employee** of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 10.1 as soon as is practicable to enable the **Employee** to take any necessary action without delay.

11. MANAGEMENT OF EVALUATION OUTCOMES

- 11.1. The evaluation of the **Employee's** performance will form the basis for evaluating performance or correcting unacceptable performance.
- 11.2. A performance bonus of from 5% to 14% of the all-inclusive annual remuneration package may be paid to the **Employee** (subject to budget availability) in recognition of outstanding performance calculated as follows:

Score	Performance Rating		Bonus %
5	Score above 90%	Outstanding Performance	10% - 14% of total package

Score	Performance Rating		Bonus %
4	Score above 80% up to 90%	Significantly above expectation	5% - 9% of total package
3	Score above 70% up to 90%	Fully effective	0%
2	Score below 70%	Ineffective and unacceptable performance	0% and remedial action required

11.3. In the case of unacceptable performance, the **Employer** shall:

11.3.1. Provide systematic remedial or developmental support to assist the **Employee** to improve his/her performance; and

11.3.2.

11.3.3. After appropriate performance counselling and having provided the necessary guidance and/or support as well as reasonable time for improvement in performance, the **Employer** may consider steps to terminate the contract of employment of the **Employee** on grounds of unfitness or incapacity to carry out his/her duties.

12. DISPUTE RESOLUTION

12.1. Any disputes about the nature of the **Employee's** performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/or any other matter provided for, shall be mediated by –

12.1.1 The MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee; or

12.1.2 Any other person appointed by the MEC.

12.1.3 In the case of managers directly accountable to the Municipal Manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in sub-regulation 27(4) of the Municipal Performance Regulations, 2006, within thirty (30) days of receipt of a formal dispute from the Employee, whose decision shall be final and binding on both parties.

12.2. In the event that the mediation process contemplated above fails, clause 20.3 of the Contract of Employment shall apply.

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13. GENERAL

- 13.1.** The contents of this agreement and the outcome of any review conducted in terms of Annexure "A" may be made available to the public by the **Employer**.
- 13.2.** Nothing in this agreement diminishes the obligations, duties or accountabilities of the **Employee** in terms of his/her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.
- 13.3.** The performance assessment results of the Municipal Manager must be submitted to the MEC responsible for local government in the relevant province as well as the national minister responsible for local government, within fourteen (14) days after the conclusion of the assessment and to the Mayoral Committee of Sedibeng District Municipality within thirty (30) days after the conclusion of the assessment.

Thus done and signed at Vereeniging on this 28 day of November 2025

AS WITNESSES:

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2. 


EXECUTIVE DIRECTOR

AS WITNESSES:

1. 

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MUNICIPAL MANAGER

Annexure A

PERFORMANCE PLAN

Entered into by and between

MUNICIPAL MANAGER

FAIRBRIDGE MOTSUMI MATHE

and

EXECUTIVE DIRECTOR

McDONALD GREGORY MAKHUBU

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The performance plan defines the Council's expectations of the Municipal Manager's performance agreement to which this document is attached and Section 57 (5) of the Municipal Systems Act, which provides that performance objectives and targets must be based on the key performance indicators as set in the Municipality's Integrated Development Plan (IDP) reviewed annually, and the Service Delivery and Budget Implementation Plan (SDBIP), 2025/26.

2. KEY RESPONSIBILITIES OF THE MUNICIPAL MANAGER

- (a) The Municipal Manager as head of administration is responsible for policy direction of the council and accountable for:
- (b) Responsible for the management of the municipality's administration in accordance with the Local Government: Municipal Systems Act of 2000 and other legislation applicable to the municipality.
- (c) The formation and development of an economical, efficient, effective and accountable administration.
- (d) Equipped to carry out tasks of implementing the municipal integrated development plan in accordance with chapter 5 of the Local Government: Municipal Systems Act of 2000.
- (e) Implementation of the municipal integrated development plan and the monitoring of progress with implementation of the plan.
- (f) Management and provision of service to the local community in a sustainable and equitable manner.
- (g) Appointment of staff other than section 57 managers accountable to the Municipal Manager subject to the Employment Equity Act No. 55 of 1998.
- (h) Management, effective utilisation and training of staff.
- (i) The promotion of sound labour relations and compliance by the municipality with applicable labour legislation.
- (j) Advising Council and political office bearers of the municipality.
- (k) Managing communication between the municipality's administration and its political structure and political office bearers.
- (l) Carrying out the decision of the political structures and political office bearers of the municipality.
- (m) The administration and implementation of the municipal by-laws and other legislations.
- (n) Exercise of any powers and performance of any duties delegated by the municipal council, or sub-delegating authorities of the municipality, to the Municipal Manager in terms of the Local Government: Municipal Systems Act of 2000.
- (o) Facilitating participation by the local community in the affairs of the municipality.
- (p) Implementation of the national and provincial legislation applicable to the municipality, and

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The below Key Performance Areas as outlined the Local Government Municipal Planning and Performance Management Regulations (2001) are also aligned to the strategic objectives of the municipality towards a proper assessment of the organizational performance:

- Municipal Transformation and Organisational Development
- Development and Service Delivery
- Local Economic Development
- Municipal Financial Viability and Management
- Good Governance and Public Participation

3. THE SCORECARD OF THE EXECUTIVE DIRECTOR

3.1 The scorecard is made up of the following:

KEY PERFORMANCE AREAS (KPA'S) WEIGHTING		ABSOLUTE WEIGHTING	WEIGHTED AVERAGE
Basic Service Delivery		20	50%
Municipal Institutional Development and Transformation		10	
Local Economic Development (LED)		30	
Municipal Financial Viability and Management		20	
Good Governance and Public Participation		20	
Total		100 %	
CORE COMPETENCY REQUIREMENTS WEIGHTING			
	Select (✓)	Split per CCR	20%
Financial Management	✓	20%	
Strategic Capability and Leadership	✓	20%	
People Management and Empowerment	✓	20%	
Client Orientation and Customer Focus	✓	10%	
Service Delivery Innovations	✓	20%	
Communications	✓	10%	
TOTAL		100%	
Implementation of Risk Management			10%
Implementation of Audit Action Plan			10%
Grant Fundraising and Revenue Enhancement			10%
OVERALL WEIGHTINGS			100%

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6. STRATEGIC PLANNING AND ECONOMIC DEVELOPMENT (SPED):

Local Economic Development, Agriculture and Tourism:

IDP Strategy	National Key Performance Area: Municipal Transformation and Organisational Development, Local Economic Development, Good Governance and Public Participation, Service Delivery, Municipal Financial Viability and Management, Infrastructure Development and Service Delivery										Evidence		Accountability and Oversight	
	National Development Plan: An economy that will create more jobs, building capabilities and improving infrastructure										Budget Allocation	Annual Target	Administration	Political
Planning Statement	Project/Programme	Baseline	Key Performance Indicator	Q1	Q2	Target		Q3	Q4					
Create a conducive environment for the creation of job opportunities to alleviate unemployment, poverty and inequalities.	Local Economic Development Framework (SGDS)	Approved 3 rd Generation Sediberg Growth and Development Strategy and 2022 – 27 IDP	One (1) number of Local Economic Development (SGDS) developed	Report on the summary of Indexes and chapters of the GDS	Public Participation Process	IGR Submission and solicit inputs			- Public Participation Process - Tabling of the Draft SGDS	Opex	4	Notice, Agenda, Attendance Register, Approved Sediberg Growth and Development Strategy and Reports	Executive Director	Member of Mayoral Committee (MMC)
	Coordinate the Agricultural Sector Programmes	2024-25 Agricultural Activities (Training, Outreach, land release and support) conducted	Four (4) number of reports on agricultural sector programmes compiled	One (1) report on coordination Agricultural development and investment	1(one) report on Facilitation and coordination Agricultural development and investment	1(one) report on Facilitation and coordination Agricultural development and investment					4	Reports, Notice, Attendance Register, Agenda and Minutes	Manager	
	Support SMME participation in the regional economy	Vaal United Business Forum launched	Four (4) number of reports on SMME support provided	One (1) report on SMME support provided	One (1) report on SMME support provided	One (1) report on SMME support provided					4	Notice, attendance registers and reports	Manager	
	Facilitation of the township economy	Gauteng Township Economic Development Act promulgated	Participate in the renewal of Gauteng Township Economic Development Act	One (1) report on the review Gauteng Township Economic Development Act	One (1) report on the review Gauteng Township Economic Development Act	One (1) report on the review Gauteng Township Economic Development Act				Opex	4	Reports on the review Gauteng Township Economic Development Act	Executive Director	
	Fresh Produce Market Policy - (Operations and Infrastructure)	Approved Fresh Produce Market Policy and Fresh Produce Market activities in the previous financial year 2024 – 25	One (1) number of Fresh produce market policy implemented	One (1) report on Fresh Produce Market Operations	One (1) report on Fresh Produce Market Operations	One (1) report on Fresh Produce Market Operations							Reports on FPM operations	
Create a conducive environment for the creation of job opportunities to alleviate unemployment, poverty and inequalities.	Coordinate regional PPP projects to grow economy of the region	Appointed investors and Developers to implement PPP projects in the Sediberg District to enhance alternative revenue streams of the municipality	Four (4) Progress Reports on the implementation of PPP projects	One (1) report on implementation of PPP projects	One (1) report on implementation of PPP projects	One (1) report on implementation of PPP projects			One (1) report on implementation of PPP projects	Opex	4	Reports on implementation of PPP projects	Executive Director	
	Effective Marketing of the Region	Tourism Demand Programme	2024-25 tourism awareness programmes	Four (4) Number of Tourism Demand programme coordinated	• Convene and report on one (1) District Tourism forum meeting	• Convene and report on one (1) District Tourism forum meeting	• Convene and report on one (1) District Tourism forum meeting	• Convene and report on one (1) District Tourism forum meeting	• Convene and report on one (1) District Tourism forum meeting			Invitations, Attendance register and Reports on Tourism demand programme	Manager	
				• (One) Report on stakeholders' consultation on the development Sediberg Tourism strategy	• Convene and report on Tourism awareness programme	• Participate in and	• Participate in annual	Opex	3	Reports on	MMC			

IDP Strategy	National Key Performance Area: Municipal Transformation and Organisational Development, Local Economic Development, Good Governance and Public Participation, Service Delivery, Municipal Financial Viability and Management, Infrastructure Development and Service Delivery											Evidence	Accountability and Oversight	
	National Development Plan: An economy that will create more jobs, building capabilities and improving infrastructure												Administration	Political
	Planning Statement	Project/Programme	Baseline	Key Performance Indicator	Q1	Q2	Q3	Q4	Budget Allocation	Annual Target				
Promote and Maintain Good Corporate Governance	Develop and Review the Growth and Development Strategy	Tourism Supply Programme	2024-25 tourism development programmes and initiatives	Important Tourism Events participated in.	report on South African Tourism business council annual conference	Organize and report on One (1) Tourism skills development training	Organize and report on One (1) Tourism skills development training	report on annual Meetings Africa Business exhibitions	Africa Travel Indaba and exhibition		participations in Tourism annual events.	Manager	Mayoral Committee (MMC)	
				Four (4) Number of reports on Tourism Supply Programmes convened.	Convene and report on Township Tourism Seminar	Organize and report on One (1) tourism skills development training	Public Participation Process	Organize and report on One (1) Quality assurance and compliance workshop	4	Invitations, Attendance register Reports on Tourism supply programme	Manager			
		Sedibeng Growth and Development Strategy	Approved Sedibeng Growth and Development Strategy and 2022 – 27 IDP	Approved Sedibeng Growth and Development Strategy	Report on the summary of indexes and chapters of the GDS	Public Participation Process	IGR Submission and solicit inputs	Public Participation Process	Public Participation Process	Opex	4	Approved Sedibeng Growth and Development Strategy and Reports		Executive Director
Support SMEs participation in the Regional Economy	Support Programmes and Investment drive by Vaal SEZ	Monitor the Vaal Special Economic Zone projects	Vaal SEZ set up	Four (4) Reports on the activities of the Vaal SEZ submitted	One (1) Report on Vaal SEZ Programmes	One (1) Report on Vaal SEZ Programmes	One (1) Report on Vaal SEZ Programmes	One (1) Report on Vaal SEZ Programmes	Opex	4	Implementation Reports on the programmes and projects of the Vaal SEZ	Manager: Investment	Mayoral Committee (MMC)	

Spatial Development Framework:

IDP Strategy	National Key Performance Area: Municipal Transformation and Organisational Development, Local Economic Development, Good Governance and Public Participation, Service Delivery, Municipal Financial Viability and Management, Infrastructure Development and Service Delivery											Evidence		Accountability and Oversight	
	National Development Plan: Human Settlement														
	Gauteng GGT approach: Integrated Human Settlement and Land Release											Administration		Political	
	Planning Statement	Project/Programme	Baseline	Key Performance Indicator	Q1	Q2	Q3	Q4	Budget Allocation	Annual Target					
Redress Past Spatial Imbalances	Develop and review the Spatial Development Framework.	Review Spatial Development Framework	2024 – 25 Spatial Development Framework and Vision 2030 SDF	(One) number of reviewed Spatial Development Framework 2026-27	Submission of the draft Process plan for adoption	Develop concept for Spatial Development Framework	Submission of the Draft Spatial Development Framework	Submission of the Final Spatial Development Framework	Opex	4	Notice, Agenda, Attendance Register, Reports on the review of the Spatial Development Framework, Resolutions	Manager	Member of Mayoral Committee (MMC)		
		Coordinate the Implementation of the Local Spatial Development Frameworks (Precinct Plans)		Three (3) number of Local Spatial Development Frameworks (Precinct Plans) implemented	Report on the Local Spatial Development Frameworks (Precinct Plans)	Report on the Local Spatial Development Frameworks (Precinct Plans)	Report on the Local Spatial Development Frameworks (Precinct Plans)	Report on the Local Spatial Development Frameworks (Precinct Plans)	Opex	4	Reports on the Local Spatial Development Frameworks (Precinct Plans)	Manager			
	Manage the geographic information system	Geographic Information System	Valid GIS licenses	One (1) Number of Geographic Information System	One (1) Report on Geographic Information System activities	One (1) Report on Geographic Information System activities	One (1) Report on Geographic Information System activities	One (1) Report on Geographic Information System	Opex	4	Reports on Geographic Information System				

IDP Strategy	National Key Performance Area: Municipal Transformation and Organisational Development, Local Economic Development, Good Governance and Public Participation, Service Delivery, Municipal Financial Viability and Management, Infrastructure Development and Service Delivery											Evidence		Accountability and Oversight	
	National Development Plan: Human Settlement														
	Gauteng GGT approach: Integrated Human Settlement and Land Release														
	Planning Statement	Project/Programme	Baseline	Key Performance Indicator	Target				Budget Allocation	Annual Target					
					Q1	Q2	Q3	Q4							
			updated				activities				activities and functionality				
		Coordinate the Spatial Planning and GIS Management Forum	2024- 25 financial year Spatial Planning and GIS Forums	Four (4) number of reports on Spatial Planning and Land Use Management compiled	One (1) Report on Spatial Planning and GIS forum	One (1) Report on Spatial Planning and GIS forum	One (1) Report on Spatial Planning and GIS forum	One (1) Report on Spatial Planning and GIS forum	Opex	4	Notice, Agenda, Attendance Register, Minutes and Reports	Manager			
	Spatial development for rural spaces	Implementation of the Rural Development Plan	Sediberg Rural Development Plan 2020 - 21	One (1) Reviewed Rural Development Plan	Submit Rural Development Plan report for adoption	One Report on the Implementation of the Rural Development Plan	One Report on the Implementation of the Rural Development Plan	One Report on the Implementation of the Rural Development Plan	Opex	4	Approved Rural Development Plan, Resolutions and Reports	Executive Director			

Human Settlement:

IDP Strategy	National Key Performance Area: Municipal Transformation and Organisational Development, Local Economic Development, Good Governance and Public Participation, Service Delivery, Municipal Financial Viability and Management, Infrastructure Development and Service Delivery											Evidence		Accountability and Oversight	
	National Development Plan: Human Settlement														
	Gauteng GGT Approach: Integrated Human Settlement and Land Release														
	Planning Statement	Project/Programme	Baseline	Key Performance Indicator	Q1	Q2	Q3	Q4	Budget Allocation	Annual Target					
Redress Past Spatial Imbalances	Sustainable Human Settlement in the region	Coordinate and monitor the implementation of Human Settlements development projects	2024 – 25 Human Settlement Business Plan	Four (4) Number of Reports on the implementation of Human Settlement 2025 – 26 Business Plan compiled	One (1) Report on the implementation of Gauteng Human Settlement 2025 – 26 business plan	Report on the implementation of Gauteng Human Settlement 2025 – 26 business plan	Report on the implementation of Gauteng Human Settlement 2025 – 26 business plan	Opex	4	Reports on Human Settlements development Projects	Executive Director	Member of Mayoral Committee (MMC)			
			District Human Settlement Forum	Convene one (1) District Human Settlement Forum	Convene one (1) District Human Settlement Forum	Convene one (1) District Human Settlement Forum	Opex	4	Notice, Attendance Register, Minutes and Reports	Manager					
	Monitor the implementation of key Catalytic Projects in the region	Coordinate the Southern Corridor Implementation Plan Projects	2024- 25 Southern Corridor Implementation Projects	Four (4) Number of reports on Southern Corridor Regional Implementation projects compiled	One (1) report on Southern Corridor Implementation plan and projects	One (1) report on Southern Corridor Implementation Plan and projects	One (1) report on Southern Corridor Implementation Plan and projects	One (1) report on Southern Corridor Implementation Plan and projects	Opex	4	Reports on the implementation of Southern Corridor Regional projects		Manager		

PERSONAL DEVELOPMENT PLAN (PDP)

ENTERED INTO BY AND BETWEEN:

SEDIBENG DISTRICT MUNICIPALITY

AS REPRESENTED BY THE

MUNICIPAL MANAGER

FAIRBRIDGE MOTSUMI MATHE

AND

EXECUTIVE DIRECTOR

McDONALD GREGORY MAKHUBU

Handwritten signatures and initials in black ink, located in the bottom right corner of the page. There are several distinct marks, including what appears to be a signature and some initials.

4. PERSONAL DEVELOPMENT PLAN (PDP)

Skills Performance Gap (in order of priority)	Type of development expected (short course / workshop / training / conference / etc)	Expected Timeframe	Work Opportunity / performance area to practise skill	Further detail (resources requirements, additional notes)
Local Economic Development	LED – Executive Course	12 months	LED and Tourism	None


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