

Personal Development Plan

Municipal Manager

Municipal Manager:

Executive Mayor:



Skills Performance Gap	Outcomes Expected	Suggested training and /or development activity	Suggested mode of delivery	Suggested Time Frames	Work opportunity created to practice skill/development area	Support Person
1.						
2.						
3.						

Signed and accepted by the Employee

M. [Signature]

Date: 31/07/2023

Signed by the Executive Mayor on behalf of the Municipality

[Signature]

Date: 31/07/2023

Municipal Manager: [Signature]

Executive Mayor: [Signature]