



## higher education & training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA

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### **Circular No 11/2024**

To: All SETA Chief Executive Officers

### **SUBMISSION OF SETAs 2025-2030 STRATEGIC PLANS AND 2025/26 FINANCIAL YEAR ANNUAL PERFORMANCE PLAN**

The 2025-2030 strategic planning cycle is eminent with government departments and public entities expected to develop and submit the 2025-2030 strategic plans and 2025-2026 annual performance plans as required. The Department of Performance Monitoring and Evaluation (DPME) issued guidelines for development of strategic plans and annual performance plans in March 2024 and DPME Circular 01 of 2024 issued on 24 July 2024 providing direction on strategic and annual planning for the period ahead.

Accordingly, the DPME Revised Framework on Strategic Plan and Annual Performance Plan describes the minimum requirements for an improved government planning system and processes to institutionalise development planning in government and its entities. The Revised Framework and the guidelines should be observed in the development, revision and tabling of APPs.

As indicated in DPME Circular 01 of 2024, the 2025-2029 Medium Term Development Plan (MTDP) is still being finalized and once completed the detailed priorities and targets for seven administration of government will shared with SETAs for incorporation into their planning documents.

SETAs should consider and intentionally address among others the following policy priorities as they develop their 2025-2030 SPs and 2025/2026 APPs: -

- a) National Development Plan (NDP 2030);
- b) 2024 Opening of Parliament Address;
- c) National Plan for Post School Education and Training;
- d) National Skills Development Plan (NSDP 2030);
- e) Reconceptualized Human Resources Development Strategy for South Africa 2024-2033;
- f) District Development Model and
- g) Economic Reconstruction and Recovery Plan (ERRP) Skills Interventions.

SETAs are therefore requested to submit their first drafts 2025/2030 Strategic Plans and 2025/2026 Annual Performance Plans on **15 September 2024** and the final drafts on **31 January 2025**.

As required you are advised to sign and submit documents electronically. As a practice all the submissions should be accompanied by the Sector Skills Plans and Service Level Agreement.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'MVALO' with a stylized flourish at the end.

**MR ZC MVALO**  
**DEPUTY DIRECTOR-GENERAL: SKILLS DEVELOPMENT**  
**DATE: 7 AUGUST 2024**