

Annexure B



**ANNUAL PERFORMANCE PLAN, PERSONAL
DEVELOPMENT PLAN AND REVIEW FOR
MANAGERS**

Entered into by and between

**THE MKHAMBATHINI MUNICIPALITY
AS REPRESENTED BY THE
MUNICIPAL MANAGER**

(Duty authorised by Council)

MR S MNGWENGWE

AND

**MR T.E GAMBU
CHIEF FINANCE OFFICER
[“the Employee”]**

05 January 2026 - 30 June 2026

TEG

| Period Under Review | |
|----------------------------|--------------------|
| Suburb | Gambu |
| Name | Mr TE |
| Municipality | Mkhambathini |
| Department | Financial Services |
| Sex | |
| Gender | Male |
| Employee Number | |
| Date of Appointment | |
| Salary Package | |

Performance Plan

Attached as Annexure C

TEB

Calculation on the Core Management Criteria (CMC)

CMC's are based on the eleven core competencies – every Manager should be assessed against all those CMC that are applicable to his/her job. Compulsory CMC for Managers are highlighted below (NOTE: Weights should be taken from the signed performance agreement for the year under review).

| CORE MANAGERIAL COMPETENCIES (CMC) | ✓ (Indicate Ch/low) | WEIGHT % | MILESTONES/ COMMENTS |
|--|---------------------|----------|-------------------------|
| 1 Strategic Direction and Leadership | ✓ | 15% | |
| 2. People Management | ✓ | 8% | |
| 3. Programme and Project Management | ✓ | 12% | |
| 4. Financial Management | ✓ | 5% | |
| 5. Change Management | ✓ | 6% | |
| 6. Governance Leadership | ✓ | 4% | |
| 7. Moral Competencies | ✓ | 5% | |
| 8. Planning and Organizing | ✓ | 5% | |
| 9. Analysis and Innovation | ✓ | 5% | |
| 10. Knowledge and Information Management | ✓ | 15% | |
| 11. Communication | ✓ | 10% | |
| 12. Results and Quality Focus | ✓ | 10% | |

EVALUATION ON THE CORE OCCUPATIONAL COMPETENCY (COC)

COC's are based on the eleven core competences -- every Manager should be assessed against all those COC's that are applicable to his/her job.
 (NOTE: Weight should be taken from the signed performance agreement for the year under review)

| CORE OCCUPATIONAL COMPETENCIES (COC) | ✓ (Indicate Choice) | WEIGHT % | MILESTONES/ COMMENTS |
|--|---------------------|-------------|-------------------------|
| 1. Competence in Self-Management | ✓ | 15% | |
| 2. Interpretation of and implementation within the legislative and national policy framework | ✓ | 15% | |
| 3. Knowledge of Performance Management and Reporting | ✓ | 5% | |
| 4. Knowledge of global of South African specific political, social and economic contexts | ✓ | 15% | |
| 5. Competence in policy conceptualization, analysis and implementation | ✓ | 10% | |
| 6. Knowledge of more than one functional municipal field/discipline | ✓ | 15% | |
| 7. Skills in Mediation | ✓ | 5% | |
| 8. Skills in Governance | ✓ | 10% | |
| 9. Competence as required by other national line sector department | ✓ | 5% | |
| 10. Exceptional and dynamic creativity to improve the functioning of the municipality | ✓ | 5% | |
| Total percentage | | 100% | |

7ES

PERSONAL DEVELOPMENT PLAN

| AREA TO BE DEVELOPED | TYPE OF INTERVENTION | TARGET DATE |
|----------------------|-------------------------------------|--------------|
| AFS Preparation | Training on the new updates for AFS | 30 June 2026 |
| | | |
| | | |
| | | |

TES

PERFORMANCE ASSESSMENT RATING

The Assessment Rating will be used to add the score and calculate a final KPA score (80%) and a final CMC and COC's score (20%).

The Table Below should be completed by the summarized total of each panel member (*Note: Weight should be taken from the signed performance agreement for the year under review*)

| KEY PERFORMANCE AREA | WEIGHT | RATING |
|---|--------|--------|
| 1. Basic Service Delivery | % | |
| 2. Municipal Institutional Development and Transformation | 10% | |
| 3. Local Economic Development | 20% | |
| 4. Municipal Financial Viability and Management | 50% | |
| 5. Good Governance and Public Participation | 10% | |
| 6. Cross Cutting and Social Development | 10% | |
| Total | | |
| x 80% | | |

TEG

| Core Management Competencies | Weight | Rating |
|--------------------------------------|--------|--------|
| 1. Strategic Capability & Leadership | 10% | |
| 2. Programme & Project Management | 4% | |
| 3. Financial Management (Compulsory) | 10% | |
| 4. Change Management | 10% | |
| 5. People Management | 6% | |
| 6. Governance Leadership | 6% | |
| Total | | |
| x 20% | | |

| Core Occupational Competencies | Weight % | Rating |
|--------------------------------|----------|--------|
| 1. Moral Competence | 8% | |
| 2. Planning and Organizing | 5% | |
| 3. Analysis and Innovation | 5% | |
| 4. Knowledge and Innovation | 10% | |
| 5. Communication | 5% | |
| 6. Result and Quality Focus | 10% | |
| Total | | |
| X 20% | | |

Key Results

| KEY PERFORMANCE AREA | (A) Sub- Total | (B) % Of Assessment |
|--|----------------------|------------------------|
| KRA (Key Result Area) | | 80% |
| CC (Conduct Criteria) | | 20% |
| c) FINAL SCORE | | |
| FINAL SCORE IN PERCENTAGE (C/5X100) | | |

TEG

AGREEMENT TO PERFORMANCE AND DEVELOPMENT PLAN

I agree with the objectives as set out in the above Performance and Development Plan and undertake to achieve the objectives as agreed on.

SIGNATURE: .....

CHIEF FINANCE OFFICER: MR. T.E GAMBU

Date: 01/02/2026.....

I undertake to support **Mr. T.E Gambu (Chief Finance Officer)** with the achievement of the above Performance and Development Plan .

SIGNATURE: .....

MUNICIPAL MANAGER: MR. MNGWENGWE

Date: 01/02/2026.....