

STRATEGIC PLANNING COMMITTEE JANUARY 31, 2006

SENIOR EXECUTIVE PERFORMANCE APPRAISAL PROGRAM

Recommendation

The City Manager in consultation with the Senior Management Team, recommends:

- 1) That Attachment 1. Commissioner and Director Performance Appraisal Overview be received.

Economic Impact

There is no economic impact

Purpose

To provide a status report with respect to the implementation of a senior executive performance appraisal program linked to key corporate performance objectives as referenced in the Strategic Plan C-2-1. This was recommended at the September 20, 2005 Operational and Strategic Planning Committee meeting.

Background - Analysis and Options

The senior executive appraisal system was identified as a pending Corporate 'A' priority at the September 20, 2005 Operational and Strategic Planning Committee meeting. Further, at this meeting discussion focused on the need to develop a strategy to move forward with this initiative since it was felt that there needed to be a mechanism in place to evaluate management's implementation of the strategic plan.

Relationship to Vaughan Vision 2007

This strategic initiative is aligned with the Corporate goal to develop our staff and the subgoal to attract, retain & promote skilled staff.

Conclusion

It is appropriate and timely to review the establishment of an executive appraisal system.

Attachments

1. Commissioner and Director Performance Appraisal Overview

Report prepared by:

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Senior Manager of Strategic Planning

Respectfully submitted,

Mike DeAngelis
City Manager

Attachment 1: Commissioner and Director Performance Appraisal Overview

Recommended Approach

- Incremental approach starting with Commissioners and Directors for the first two stages
- Consideration for roll out to the rest of the organization at a later date
- Consideration of issues raised by SMT identified in chart below

Issue	Proposed Solution
Incentive clause in the Management By-law	Management By-Law guidelines currently being drafted by HR Director
Integrate departmental business goals into individual appraisals	Implemented in new process
Streamline form	Revisions for form to be considered for rollout to Commissioner's and Director's February 2006
Revise goals and objectives and scoring criteria	Manager's guide to be developed by HR Director
Form applicable to all non-union staff in all levels of the Corporation	To be implemented at a later date
Make form available on-line	On-line user friendly form available week of January 23, 2006

Recommended Timeline

Stage	Jan-Feb'06	Sept'06	Dec'06	Jan-Feb '07	Dec'07
Stage 1					
Commissioner's 2006 Performance Plan					
Commissioner's 2006 Performance Review					
Director's 2006 Performance Plan					
Director's 2006 Performance Review					
Stage 2					
Commissioner's 2007 Dep't Budget & Business Plan					
Commissioner's 2007 Performance Plan					
Commissioner's 2007 Performance Review					
Director's 2007 Dep't Budget & Business Plan					
Director's 2007 Performance Plan					
Director's 2007 Performance Review					