

CAO Performance Review

Evaluator Name:				Date:			
C	AO Name:						
Ta	able 1: CAO Goals and	d Key Results A	Areas				
	At the beginning of this term-year, the following Goals and Key Results Areas were identified by the CAO and Council for the evaluation year. At the end of this form, there is space to note the new goals and results areas for the coming year.						
	Council's Strategic Goal	CAO's Goals for the Evaluation Year	Key Results Area forthe CAO	Performance Metric	Target Completion Date		
	Use this space to identify each of the Council's priorities that align with the CAO's goals	Align each goal with the Council's priorities.	Each result statement should directly supporta strategic priority	Measure the success of results achieved against the goal			

COMPETENCY RATING	✔ Please indicate your evaluation	
Communication with Council, including	Exceeds Expectations	3
effective, written and oral presentation	Meets Expectations	2
and openness to Mayor and Council	Fails to Meet Expectations	1
feedback and/or direction	Unable to Rate	0
2. Implementation of Council policy and	Exceeds Expectations	3
assists Council in the development of	Meets Expectations	2
annual and long-range goals of the	Fails to Meet Expectations	1
Corporate Strategic Plan.	Unable to Rate	0
2. Chaff and and for Conneils and instance and	Exceeds Expectations	3
3. Staff support for Council; anticipates and	Meets Expectations	2
provides reports and recommendations as required by Council	Fails to Meet Expectations	1
required by Council	Unable to Rate	0
4. Council-Staff relations/political acuity;	Exceeds Expectations	3
putting information and skills together to	Meets Expectations	2
better guide choices in order to accomplish	Fails to Meet Expectations	1
goals and objectives	Unable to Rate	0
Ctaff valations, demonstrates landaushin	Exceeds Expectations	3
Staff relations; demonstrates leadership and promotes professional staff	Meets Expectations	2
performance	Fails to Meet Expectations	1
performance	Unable to Rate	0
6. Demonstrates fiscal responsibility,	Exceeds Expectations	3
attempts to operate corporation within	Meets Expectations	2
budgetary guidelines, holds senior staff	Fails to Meet Expectations	1
accountable for spending	Unable to Rate	0
7. B	Exceeds Expectations	3
7. Personal professional development; strives to maintain current knowledge and skill	Meets Expectations	2
levels	Fails to Meet Expectations	1
	Unable to Rate	0
8. Effective delivery of municipal services and	Exceeds Expectations	3
community relations	Meets Expectations	2
·	Fails to Meet Expectations	1
	Unable to Rate	0

ACCOMPLISHMENTS/OBJECTIVES

9. Has the CAO accomplished or worked toward accomplishing the goals established by Council? Why or why not?



10. Based upon your overall evaluation of the CAO, what areas would you list as
their strengths?
11. Based upon your evaluation what areas would you suggest the CAO work on to improve skills and to be more effective in specific areas or situations?
12. What are the major chiesting was heliare the CAO made to focus on fauthor
12. What are the major objectives you believe the CAO needs to focus on for the
coming year?
13. Final comments
13. Final Comments