



**Legal
Services
Society**

Providing legal aid
in British Columbia
since 1979

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Strategic Planning, Policy and Human Resources

June 22, 2009

Christina Zacharuk
Executive Director
Public Sector Employers' Council Secretariat
Suite 210-880 Douglas Street
Victoria, BC V8W 9V1

Dear Christina:

**Re: Public Sector Executive Compensation Reporting Guidelines – Bill 33
Statement of Executive Compensation**

As requested please find attached a completed copy of the statement of Executive Compensation for the Legal Services Society of B.C. as set out in the Public Sector Employers Act.

Included in this report is a detailed breakdown of all compensation provided to the CEO/Executive Director and the four highest ranking/paid Named Executive Officers "NEOs" of the Society. They include Mark Benton, CEO/Executive Director; Harold Clark, Director, Strategic Planning, Policy and Human Resources; Catherine McNeil, Director, Finance & Corporate Services; Sherry MacLennan, Director, Public Legal Information & Applications; and Heidi Mason, Director, Legal Advice & Representation.

Included is an explanation of the Legal Services Society executive compensation discussion, analysis and philosophy and the Compensation Table detailing the CEO/Executive Director and "NEO" compensation as outlined in the Public Sector Executive Compensation Reporting Guidelines.

Please call 604-601-6025 for clarification on any of the information provided.

Yours truly,

Harold V.J. Clark, CHRP
Director, Strategic Planning, Policy and Human Resources

cc: Mark Benton, CEO/Executive Director

EXECUTIVE COMPENSATION DISCUSSION & ANALYSIS

Compensation is an important tool used by the Legal Services Society ("LSS") to attract, motivate and retain executives with the requisite skills, experience and commitment necessary to achieve the organization's goals and objectives. The types and amounts of executive compensation provided are determined by the Board of Directors, with oversight provided by the Crown Corporation Employers' Association and the Public Sector Employers' Council Secretariat. Independent compensation consultants are retained from time-to-time to assist in the collection and analysis of market comparison information on executive compensation and provide other consulting services as required regarding executive compensation.

LSS' executive compensation program is based on three fairness criteria, including external equity, internal equity and individual equity. External equity is achieved through the organization's compensation philosophy of providing total compensation equal to the 60th percentile of total compensation provided to comparable positions by relevant comparison organizations. Total compensation includes base salary, incentive or other cash payments, perquisites, retirement and other benefits and all forms of paid time off.

Internal equity is maintained by ensuring that the salary ranges are consistent with the relative internal value of each LSS position. Internal values are determined by an ongoing analysis of the responsibilities and accountabilities of positions using LSS' point factor job evaluation program, which is administered by the Executive Compensation Committee. The Executive Management Committee positions are evaluated externally by independent compensation consultants using the same point factor job evaluation program.

Individual equity is achieved by ensuring that salary progression within the respective salary range reflects increasing levels of competence and individual performance. It is LSS' belief that an executive's contribution and value increases as his or her tenure in the position increases and he or she demonstrates strong job performance.

Opportunities exist for Management staff to receive bonuses based on available funds. When funds are available, bonuses are awarded to exempt staff as determined by the CEO/Executive Director. The amount paid is based on individual performance and achievement of Corporate, Divisional and Service Plan responsibilities, accountabilities and overall contribution to the Society.

The CEO/Executive Director is eligible for an annual incentive payment. The amount of the incentive award is determined by the Board of Directors' assessment of the CEO/Executive Director's achievement of the performance objectives established for him at the beginning of the fiscal year.

The CEO/Executive Director is provided with a defined contribution retirement arrangement wherein LSS provides an amount equal to 8.47% of the CEO/Executive Director's salary for contribution to his RRSP. The remaining LSS executives participate in the Municipal Pension Plan.

All exempt Management staff are provided a competitive range of standard public sector benefit entitlements such as Extended Health, Medical, Dental, Vacation and Sick Plan etc.

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Bill 33 – Statement of Executive Compensation Report**

COMPENSATION TABLE - Fiscal Year 2008/2009							
Name and Principal Position	Salary	Bonus*	Incentive Plan Compensation Paid	Pension	All Other Compensation	Total	Previous 2 Years Totals
(a)	(\$) (b)	(\$) (c)	(\$) (d)	(\$) (e)	(\$) (f)	(\$) (g)	(h)
Mark Benton, Executive Director	\$180,992		\$3,475	\$15,044	\$37,438	\$236,949	2007/08=240,654
Harold Clark, Director – Strategic Planning, Policy & HR	\$143,755	\$2,000	\$7,500	\$11,942	\$21,104	\$186,301	2007/08=176,189
Catherine McNeil, Director – Finance & Corporate Services	\$129,981	\$2,000	\$7,000	\$10,905	\$18,103	\$167,989	2007/08=153,139
Heidi Mason, Director – Public Legal Advice & Representation	\$146,142	\$2,000	\$4,000	\$12,260	\$17,705	\$182,107	2007/08=164,213
Sherry MacLennan, Director – Public Legal Information & Applications	\$112,902	\$2,000		\$9,470	\$13,669	\$138,041	2007/08= N/A

Note: See next page for breakdown.

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*M. Benton
column (d) includes \$3,475.20 bonus for 07/08 FY
column (f) includes \$12,868.06 vacation paid out
column (f) includes \$3,301.76 statutory employer contributions
column (f) includes \$9,604.29 in employer pd benefit premiums
column (f) includes \$6,960 car allowance payment
column (f) includes \$4,704 for parking benefit

*H. Clark
column (c) includes \$2,000 retention bonus
column (d) includes \$7,500 bonus for 07/08 FY
column (f) includes \$5,713.34 vacation paid out
column (f) includes \$3,111.91 statutory employer contributions
column (f) includes \$7,474.11 in employer pd benefit premiums
column (f) includes \$4,704 for parking benefit
column (f) includes \$100.80 for wellness benefit

*C. McNeil
column (c) includes \$2,000 retention bonus
column (d) includes \$7,000 bonus for 07/08 FY
column (f) includes \$3,264.53 statutory employer contributions
column (f) includes \$9,604.29 in employer pd benefit premiums
column (f) includes \$4,704 for parking benefit
column (f) includes \$530 for wellness benefit

*H. Mason
column (c) includes \$2,000 retention bonus
column (d) includes \$4,000 bonus for 07/08 FY
column (f) includes \$3,226.62 statutory employer contributions
column (f) includes \$9,604.29 in employer pd benefit premiums
column (f) includes \$4,704 for parking benefit
column (f) includes \$170 for wellness benefit

*S. MacLennan
column (c) includes \$2,000 retention bonus
column (f) includes \$3,445.01 statutory employer contributions
column (f) includes \$9,080.10 in employer pd benefit premiums
column (f) includes \$784 for parking benefit
column (f) includes \$360 for wellness benefit

* Note - When the Society has sufficient funds, bonuses are awarded to exempt staff.
For FY 07/08, bonuses were awarded to this group but are included here as they were paid in FY 08/09.