



**Legal  
Services  
Society**

Providing legal aid  
in British Columbia  
since 1979

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Strategic Planning, Policy and Human Resources

May 17, 2012

Kindree Draper  
Corporate Relations Manager  
Public Sector Employers' Council Secretariat  
Suite 210-880 Douglas Street  
Victoria, BC V8W 9V1

Dear Mr. Draper:

**Re: Public Sector Executive Compensation Disclosure  
2011/20112 Statement of Executive Compensation for Legal Services Society**

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As requested please find attached a completed copy of the 2011/2012 statement of Executive Compensation for the Legal Services Society of B.C. as set out in the Public Section 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; Sherry MacLennan, Director, Public Legal Information & Applications; and Heidi Mason, Director, Legal Advice & Representation. Doug Wong, Director, Finance and Corporate Services.

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.

As the Chair for LSS Board of Directors, I confirm that the Board is aware of the executive compensation paid in fiscal year 2011/2012 and verify that the compensation provided falls within approved compensation plans.

If you have any questions regarding this statement, please contact Harold V. J. Clark, CHRP, Director, Strategic Planning, Policy and Human Resources at 604-601-6025 for clarification on any of the information provided.

Yours truly,

  
E. David Grossin  
Chair- LSS Board of Directors

cc: Mark Benton, QC, CEO/Executive Director  
Harold V.J. Clark, CHRP, Director, Strategic Planning, Policy and Human Resources

## **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 60<sup>th</sup> 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 the Employer's contribution rate 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.

**Legal Services Society  
Public Sector Executive Compensation Disclosure - 2011/2012**

**COMPENSATION TABLE - Fiscal Year 2011/2012**

<b>Name and Principal Position</b>	<b>Salary</b>	<b>Bonus *</b>	<b>Incentive Plan Compensation Paid</b>	<b>Pension</b>	<b>All Other Compensation</b>	<b>Total</b>	<b>Previous 2 Years Totals</b>
<b>(a)</b>	<b>(\$) (b)</b>	<b>(\$) (c)</b>	<b>(\$) (d)</b>	<b>(\$) (e)</b>	<b>(\$) (f)</b>	<b>(\$) (g)</b>	<b>(h)</b>
Mark Benton, Executive Director	\$184,891			\$16,917	\$31,937	\$233,745	2010/11=231,271 2009/10=233,998
Harold Clark, Director – Strategic Planning, Policy & Human Resources	\$147,634			\$13,507	\$28,808	\$189,949	2010/11=187,606 2009/10=187,178
Heidi Mason, Director – Public Legal Advice & Representation	\$146,787			\$13,430	\$21,021	\$181,238	2010/11=179,622 2009/10=180,835
Sherry MacLennan, Director – Public Legal Information & Applications	\$144,298			\$13,207	\$40,383	\$197,888	2010/11=159,081 2009/10=155,127
Doug Wong, Director – Finance & Corporate Services	\$134,631			\$12,317	\$21,066	\$168,015	2010/11= 83,877 2009/10= N/A

**Legal Services Society  
Public Sector Executive Compensation Disclosure - 2011/2012**

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\*M. Benton  
column (f) includes \$3,440.58 statutory employer contributions  
column (f) includes \$11,169.40 in employer pd benefit premiums  
column (f) includes \$4,143.20 vacation paid out  
column (f) includes \$6,250.06 for parking benefit  
column (f) includes \$6,933.42 car allowance payment

\*H. Clark  
column (f) includes \$3,325.35 statutory employer contributions  
column (f) includes \$8,895.93 in employer pd benefit premiums  
column (f) includes \$260.04 for wellness benefit  
column (f) includes \$10,076.63 vacation paid out  
column (f) includes \$6,250.06 for parking benefit

\*H. Mason  
column (f) includes \$3,301.24 statutory employer contributions  
column (f) includes \$11,169.40 in employer pd benefit premiums  
column (f) includes \$300.00 for wellness benefit  
column (f) includes \$6,250.06 for parking benefit

\*S. MacLennan  
column (f) includes \$3,599.87 statutory employer contributions  
column (f) includes \$10,797.20 in employer pd benefit premiums  
column (f) includes \$300.00 for wellness benefit  
column (f) includes \$6,250.06 for parking benefit  
column (f) includes \$19,436.29 for EXBP payment

**Note:** Explanation of increase of total compensation greater than 5%

\*\*Step increase Sept 2011

\*\*On EXBP plan since April 2008 (banks 10% of salary to use as paid sabbatical)

\*\*Stopped banking 10% of salary and received full salary starting April 2011

\*\*Received payout of partial EXBP in May 2011 in amount of \$19,426.29

\*D. Wong  
\*\*Started Sep 13/10  
column (f) includes \$3,389.11 statutory employer contributions  
column (f) includes \$11,126.82 in employer pd benefit premiums  
column (f) includes \$300.00 for wellness benefit  
column (f) includes \$6,250.06 for parking benefit

**Note:** When the Society has sufficient funds, bonuses are awarded to exempt staff.