



Estimates Note Advice to the Minister

Date: July, 2013

Issue:

- Freedom of Information Requests

Background:

- Ensuring appropriate access and release of information creates a culture of openness across government and enhances citizen confidence.
- The Agency receives personal requests for information such as employee files and also requests from media for information pertaining to HR policies, practices as well as other information such as executive compensation and severance.
- The Agency has implemented an internal tracking and review process to prevent unauthorized release of information and a timely response to requests which has significantly improved overall
- Fiscal year (April 1, 2012 to March 17, 2013) the Agency received 221 requests and had an 'on time' response rate of 76%.
- In the current fiscal year (April 1, 2013 to July 7, 2013) the Agency has received 75 requests and has on 'on time' response rate of 75%.

	Fiscal 11/12	Fiscal 12/13
On time Requests	185	230
Overdue Requests	33	52
Total	218	282



Estimates Note

Advice to the Minister

Date: July, 2013

Issue:

- Executive Recruitment, Compensation and Severance

Background:

Appointments

All executive appointments are Order in Council appointments which require the approval of Cabinet and the Lieutenant Governor.

Deputy Minister appointments are at the discretion of the Deputy Minister to the Premier and the Premier of the Province.

As of July 8, 2013, there were 23 Deputy Ministers, 7 Associate Deputy Ministers and 88 Assistant Deputy Ministers.

Since April 1, 2012, there have been 11 Assistant Deputy Minister, 1 Associate Deputy Minister, and 3 Deputy Minister appointments.

Executive Recruitment for Assistant Deputy Ministers and Associate Deputy Ministers is managed through a competitive process where new and vacant positions are posted, applications received and qualified candidates are selected for the position. In the course of developing the recruiting strategy, current executives are considered to move into the more complex positions, with a preference to promote internally, or hire externally, into the lesser complex executive roles.

Newly appointed executives go through an Executive Orientation which helps them successfully transition into their new roles within the first 90 days and ensure longer term retention.

Compensation

Compensation for executive is established through an executive compensation framework approved by Cabinet in 2008. This framework takes into account the complexities of the role, the scope of the role including financial obligations, the degree of political/bureaucratic interface, and decision making impact on the citizens of British Columbia.

Cabinet has approved that executive salary ranges will be periodically reviewed subject to changes to executive compensation in the federal government.



Achievable salaries (base pay plus holdback) for Deputy Ministers and Assistant Deputy Ministers now rank second and third, respectively in Canada. Very few executive positions in the British Columbia public service are compensated at the maximum of the salary range.

The current maximum achievable salaries (implemented August 2008) for executives in the BC public service are:

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|--|-----------|
| • Deputy Minister to the Premier and Cabinet Secretary | \$348,600 |
| • Deputy Minister (including Associate DM) | \$299,215 |
| • Assistant Deputy Minister | \$195,000 |

The actual average salary as of July 8, 2013, including holdback, for Deputy Ministers and Assistant Deputy Ministers is:

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|--|-----------|
| • Deputy Minister to the Premier and Cabinet Secretary | \$310,000 |
| • Deputy Minister (including Associate DM) | \$218,052 |
| • Assistant Deputy Minister | \$160,000 |

All executive salaries are subject to a 10% salary holdback; a percentage of which is paid out annually determined by meeting pre-set performance objectives. For fiscal 2011/12, the average holdback payment was 9.0%.

The maximum of the salary range for the Deputy Minister to the Premier in the BC Public Service is pegged at 83% of the federal rate (federal government equivalent is Clerk of the Privy Council).

Executive Severance

Severance amounts for senior executives, i.e. Deputy Ministers and Associate Deputy Ministers, are specifically set out in the *Employment Termination Standards* of the *Public Sector Employers Act*.

Also as provided in the *Employment Termination Standards*, severances for all other public service employees, including Assistant Deputy Ministers, are determined based on common law factors, including age and years of service.

- During the 2012/13 fiscal year, no executives departed the public service and received a severance settlement. Executives include Deputy Ministers, Associate Deputy Ministers, Assistant Deputy Ministers or equivalents.
- Total cost of executive severances paid in 2012/13: \$0



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- Also as provided in the *Employment Termination Standards*, severances for all other public service employees, including Assistant Deputy Ministers, are determined based on common law factors, including age and years of service.
- In 2012/13, total excluded severance costs across government were \$3.99 M.

The following table provides a breakdown, by Ministry, for the balance of the excluded severances paid in 2012/13:

Ministry	Count	Severance Amounts
Ombudsperson	1	\$ 20,000
Office of Information and Privacy Commission	1	\$ 210,672
Justice SG	6	\$ 383,970
Advanced Education Innovation & Tech	3	\$ 273,094
Finance	3	\$ 37,094
Health	1	\$ 22,149
Social Development	2	\$ 168,727
Transportation & Infrastructure	1	\$ 968
Children & Family Development	5	\$ 497,776
Energy & Mines	1	\$ 42,014
Community, Sport & Cultural Development	2	\$ 119,960
BC Public Service Agency	4	\$ 273,519
Justice AG	12	\$ 894,516
Representative for Children & Youth	1	\$ 122,894
Citizens' Services & Open Government	1	\$ 89,270
Aboriginal Relations & Reconciliation	1	\$ 140,190
Jobs, Tourism & Innovation	2	\$ 316,699



Forests, Lands & Natural Resource Ops	2	\$ 155,866
Agriculture	2	\$ 132,759
Housing	1	\$ 97,149
TOTAL	52	\$ 3,999,286