From: PENNISI, Lisa [redacted]
Sent: Fri 21/04/2023 3:38:41 AM (UTC)
To: kymbancrof [redacted]
Subject: Letter from Michael De'Ath
Attachment: Letter to Kym Bancroft 21 April 2023.pdf

Hi Kym

Find attached a letter for your attention. The Separation Checklist mentioned in the letter will be provided separately.

Regards

Queensland Government **Michael De'Ath**
Director-General
Department of Education
[redacted]
Level 37 | 1 William Street | Brisbane QLD 4000
PO Box 15033 | City East QLD 4002

Please consider the environment before printing this email.



Queensland Government

Office of the
Director-General

Department of
Education

21 APR 2023

Ms Kym Bancroft
[redacted]

Email: [redacted]

Dear Ms Bancroft

I am writing concerning your contract of employment under the *Public Sector Act 2022* as Deputy Director-General, Office of Industrial Relations.

I have determined that it is necessary to activate clause 9.1 of your senior executive service (SES) contract of employment (the Contract) which provides for the termination of your employment prior to the completion date by notice given not less than one month before the termination date.

This letter serves as notice to you of the termination of your contract effective from 21 April 2023. In accordance with clause 9.2 of the Contract, I am not required to provide a reason for the termination of your employment.

During this notice period, you are directed under clause 13.1 (g) of your Contract to take special leave on full pay and without debit to any of your leave accounts, and to not undertake or attend work, until the date of effect of the termination of your appointment and contract.

Under clause 14.1 of your Contract, you may be eligible for certain payments upon termination – an estimate of these entitlements is enclosed. For further information concerning these severance benefits, please contact Mr Nick Seeley, Executive Director, Office of the Director-General, on (07) 3034 4750.

I take this opportunity to remind you of your obligations under clause 17 of your Contract and the Code of Conduct for the Queensland Public Service, in particular, your duty of fidelity in relation to non-disclosure of confidential information, which continue to apply after the termination of your Contract.

Enclosed is the Queensland Government Employment Separation Checklist which is required to be completed by Chief Executive and SES Officers (and equivalent) who separate from the Queensland Public Sector.

In accordance with the Separation Checklist, you are required to return your government-owned telephone, computer, corporate credit card or other government-owned equipment or materials in your possession on or before the termination date of your Contract. The completed Separation Checklist should be returned to Mr Seeley as negotiated.

I thank you for your service to the Office of Industrial Relations and wish you well for the future.

Yours sincerely

[redacted]

MICHAEL DE'ATH
Director-General

Ref: 23/300111

Enc

1 William Street Brisbane
Queensland 4000 Australia
PO Box 15033 City East
Queensland 4002 Australia
[redacted]
Website www.qed.qld.gov.au
ABN 76 337 613 647

Financial Year 2022/2023	CASH EQUIVALENT PROVIDED FOR	BANCROFT Kym [redacted]	Basic Information
Payroll system -	ACE Aurion	Date of Birth	
Office of Industrial Relations		Age at Separation Date	

Eligible Service Start Date	01/08/2022	Separation Date	21/04/2023	Separation Type	SES/SO Contract Ceased		Employment Details
Substantive Class/Rank	SES4/5	Is RCLV rate diff to SUBS $FN	NO	Is LSLV rate diff to SUBS $FN	NO	Hrs Worked/FN	72.50
Substantive FULL TIME Salary/FN	$ 10,602.10					FULL TIME Equivalent Hrs	72.50

ALLOWANCES PAYABLE-Under both LSLV and RCLV

Allowance 1	$	Allowance 2	$	Allowance 3	$	Allowance 4	$	Allowance Details
ZCAR	1034.91							

ALLOWANCES PAYABLE-Under RCLV only

Allowance 1	$	Allowance 2	$	Allowance 3	$	Allowance 4	$

	Hours		Estimated Tax	Long Service Leave Balances
Lump B - Pre 78		0.00	0.00	
			EstimatedTax	
Lump A - Pre 93		0.00		
Lump Mar - Post 93		0.00		

	Hours	Work Breakup		Estimated Tax	Recreation Leave
Rec Leave Balance	40.3000	5893.31	575.27	3016.00	

	Hours		Estimated Tax	
ATL Balance			0.00	

		Units	Gross L/L	Estimated Tax	Loading Balances
Loading is Units or Hours	Units	Leave Loading 1	9.91700	1450.22	676.00
	320.00	Leave Loading 2		0.00	
Is there an allowance which is used to calculate loading on top of salary?	NO				

Public Holidays - Payment of cash equivalent of Lump C category are based on -			Recreation Leave (RECC) FT	Public Holiday Details
Payment is for public holidays which fall on/between the dates of	Start Date	End Date		
	22/04/2023	28/04/2023		
	Hours		Estimated Tax	
Hours of Public Holidays		0.00	69164.00	

230000

Separation Summary	Gross	Tax	Separation Summary
Payments of earnings/leave/arrears (impact on ETP/WOI ie overtime)			
Other adjustments (no impact on ETP/WOI ie reversal of termination)		$0.00	
Long Service Leave Gross	$0.00		
Recreation Leave Gross	$6,468.58		
Public Holidays Gross	$0.00		
Leave Loading Gross	$1,450.22	Incentive Payment? NO	
Separation Payment	$125,952.95	0	
Severance payment	$21,204.20	Total $147,157.15	
		Work Units 1006.30	
Gross	$155,075.95		
Overpayment owing (Net)	$0.00		
Superannuation owing		Processed by	
Tax owing on Cash Equivalent	$72,856.00	April Burgess	
Tax owing on Incentive/Severence payments	$0.00	Checked by	
Deductions		Kirsty Alexander	
Total Net Due	$82,219.95	[redacted]	