

## **2. FINANCE DEPARTMENT - APPLICATION FOR REGRADING (AN17-2007)**

In accordance with the agreed procedure, an Administrative Assistant in the Payroll Section of the Finance Department submitted an application that the post should be regraded from AP2, £16,929-£18,324, to AP3-5, £18,840-£26,502.

Following a review of the application for regrading and of the duties and responsibilities of 2 posts, the Assistant Chief Executive (Management) confirms that the application has been substantiated in part and recommends that the posts be regraded to AP3, £18,840-£20,673.

The Chief Executive, Depute Chief Executive (Finance) and Depute Chief Executive (Support Services) have been consulted in the preparation of this note.

The Committee's approval is requested.