

**RECORD OF DECISION BY CITY MAYOR OR INDIVIDUAL
EXECUTIVE MEMBER**

1.	DECISION TITLE	Corporate Administrative Budget Savings
2.	DECLARATIONS OF INTEREST	None
3.	DATE OF DECISION	7 th June 2017
4.	DECISION MAKER	City Mayor
5.	DECISION TAKEN	To approve reductions in budgets of £240,000 in 2017/18, rising to £1.3million in 2018/19 and to delegate authority to the Director of Finance to determine the budget ceilings to reduce;
6.	REASON FOR DECISION	The Council is in the middle of a severe period of financial restraint, and needs to find savings estimated at £40m by 2019/20. The spending review programme is the chief means by which we are seeking to save money. One such review is a review of administrative roles, and the decision follows conclusion of this review.
7.	a) KEY DECISION Y/N? b) If yes, was it published 5 clear days in advance? y/n	Yes
8.	OPTIONS CONSIDERED	No other optional are applicable
9.	DEADLINE FOR CALL-IN <ul style="list-style-type: none"> • 5 Members of a Scrutiny Commission or any 5 Councillors can ask for the decision to be called-in. • Notification of Call-In with reasons must be made to the Monitoring Officer 	14 June 2017
10.	SIGNATURE OF DECISION MAKER (City Mayor or where delegated by the City Mayor, name of Executive Member)	