

# CITY OF HAMILTON

## BUDGETED COMPLEMENT TRANSFER SCHEDULE

### STAFF COMPLEMENT CHANGE

#### Complement Transfer to another division or department <sup>(1)</sup>

ITEM #	TRANSFER FROM				TRANSFER TO			
	<u>Department</u>	<u>Division</u>	<u>Position Title (2)</u>	<u>FTE</u>	<u>Department</u>	<u>Division</u>	<u>Position Title (2)</u>	<u>FTE</u>
1.1	Community & Emergency Services	Recreation	Various	1.0	Planning & Economic Development	Parking & By-Law	License Clerk	1.0
	<b>Explanation:</b> To make a currently temporary License Clerk position within Parking & By-Law into a permanent position.							

**Note** - Complement transfers include the transfer of corresponding budget.

**(1)** - All other budgeted complement changes that require Council approval per Budgeted Complement Control Policy must be done through either separate report or the budget process (i.e. Increasing/decreasing budgeted complement, changing budgeted complement type).

**(2)** - If a position is changing, the impact of the change must be within 1 pay band or separate Council approval is required.