

## 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	Recreation Various	(1.0)	Community & Emergency Services	Children's and Home Management Services	Manager of Business Support	1.0
	<b>Explanation:</b> Reallocation of FTE to Children's and Home Management Services in response to a review of the division's structure. The position will support the financial accountability, contractual obligations and monitoring responsibility of the division as the local CMSM (Consolidated Municipal Service Manager). Position will be funded 100%.							
1.2	Public Health Services	Medical Officer of Health	Delivery Clerk	(1.0)	Public Health Services	Clinical and Preventive Services	Delivery Clerk	1.0
	<b>Explanation:</b> Reallocation of FTE from Medical Officer of Health division to Clinical and Preventive Services division for oversight of vaccine program requirements.							

**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.