

**CITY OF HAMILTON
BUDGETED COMPLEMENT TRANSFER SCHEDULE**

STAFF COMPLEMENT CHANGE

Complement Transfer to another division or department ⁽¹⁾

ITEM #	TRANSFER FROM				TRANSFER TO			
	Department	Division	Position Title (2)	FTE	Department	Division	Position Title (2)	FTE
1	Public Works	Transportation	Supervisor, Roadway Maintenance	1.00	City Manager's Office	Government Relations & Community Engagement	Policy & Public Affairs Specialist	1.00
	Explanation: To approve the conversion of a Supervisor, Roadway Maintenance (CUPE 1041, Grade 5) to a Policy & Public Affairs Specialist within the City Manager's Office.							
2	Healthy & Safe Communities	Children's and Community Services	Communications Officer	1.00	City Manager's Office	Communications and Strategic Initiatives	Communications Officer	1.00
	Explanation: To consolidate communications support for Children's and Community Services under Communications and Strategic Initiatives							
3	Planning and Economic Development	Economic Development	Real Estate Consultant	1.00	Planning and Economic Development	Economic Development	Manager of Strategy and Portfolio Planning	1.00
	Explanation: To approve conversion of a Real Estate Consultant position (Non Union Grade 6) to Manager of Strategy & Portfolio Planning position (Non Union Grade 8) within the Corporate Real Estate Office. No direct levy impact as these positions are funded from fees. The scope and scale of work, particularly as it relates to Affordable Housing initiatives, and the additional staff complement being added to the portfolio planning team warrants the oversight and guidance of a manager.							

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).

(2) - If a position is changing, the impact of the change is within 1 pay band unless specified.