

# Municipal Roles and Responsibilities

## *Levels of Responsibility*

There are three general levels of responsibility that the Town could take on a particular social need. The level of responsibility and degree of involvement by the Town depends on local community needs, the work of community organizations and consideration of the roles and responsibilities of other levels of government.

- **Primary** - The municipality has a central role or mandate to respond. This requires significant effort and resources, along with a high level of responsibility and expectation. It also provides many opportunities to show leadership with community partners.
- **Shared** - The municipality is one of many partners capable of contributing to addressing the social priority. This requires shared effort and resources that align with the municipality's current mandate and capabilities and involves shared responsibility and accountability with other community partners to achieve outcomes.
- **Supporting** - Other community partners and/or levels of government have a primary responsibility, and the municipality can provide support. This requires fewer resources and can often be achieved by ensuring programs and services provided directly to the community are aligned with community needs.

## *Municipal Roles*

There are several roles the Town can take to support social well-being in the community. Depending on the level of responsibility, the Town can contribute in many ways to influence social outcomes.

The Town can take on any one or more of the roles listed in this section, which may vary across different Business Centres and Teams. These roles may change over time as community needs evolve; for example, as community capacity grows, the level of support from the municipality may decrease. Different roles the Town may take on include:

- **Advocating** – influencing and informing decisions and policy through organized efforts, with the aim of seeking change at various levels of government and other relevant organizations.
- **Awareness & Education** – sharing helpful and accurate information to help community members understand social needs, programs, or causes in the community.

- **Capacity Building** – supporting and enhancing the ability of groups and organizations to more effectively contribute to well-being in the community.
- **Convening** - bringing people and organizations together to explore, strategize and address opportunities and challenges.
- **Coordinating** – supporting and aligning initiatives, programs and funding among individuals and organizations to enhance focus, productivity and outcomes.
- **Funding** – Financial investments to support actions that enhance community social well-being
- **Planning & Regulating** - creating plans, policies and regulations that guide actions within the community to improve social well-being and influence both municipal and community activities.
- **Direct Service Delivery** - providing services, programs and facilities directly to residents to meet current and future community needs.