

# **Basic ICSP Questions and Answers**

## ***What is an ICSP?***

An ICSP is an Integrated Community Sustainability Plan. In its most basic form an ICSP is a long-term strategic plan that should encompass most aspects of municipal planning. “**Integrated Community Sustainability Plans**” means a long-term plan, developed in consultation with community members, that provides direction for the cities, towns and regions to realize sustainability objectives it has for the environmental, cultural, social, economic and governance dimensions of its identity.

## ***Why do municipalities have to complete one?***

The completion of an ICSP is one of the requirements of the Gas Tax Agreement and therefore municipalities who do not submit a plan by the deadline will not be in compliance with the Agreement and run the risk of non-renewal of the Agreement.

## ***What are the timelines involved?***

There are 4 key dates that must be observed in accordance with the ICSP Framework as developed by the Department of Municipal Affairs. They are as follows:

**June 30:** Identify the chosen ICSP option and lead individual on the process.

**December 31:** Submit a draft of ICSP work completed by this date for comment.

**March 31, 2010:** Submit final ICSP supported by a resolution of council(s).

## ***What are the options?***

There are 3 available options or tracks that municipalities may choose for their ICSP. They are as follows:

**Option 1: Municipal Plan ICSP.** This would result in one completely comprehensive planning document that would act as both a Municipal (land use) Plan and a strategic community plan.

**Option 2: Stand-Alone ICSP.** This would result in a single municipality developing a strategic plan that would be apart from any land use plans. It is a one municipality – one strategic plan approach.

**Option 3: Collaborative ICSP.** This would result in multiple municipalities completing one strategic plan. The opportunity exists to partner on various aspects of the plan while also developing individual aspects where they make sense

### ***Is there money available to help?***

The most significant source of funding for ICSP development is the Gas Tax Allocation that municipalities currently receive. Municipalities have the option to allocate or reallocate their Gas Tax funding toward the development of an ICSP as it is specifically identified as an eligible cost. Reallocating Gas Tax funding is as simple as submitting a revised Capital Investment Plan to identify the new expenditures. All expenditures must still be compliant with the restrictions of the Agreement.

Additionally the Department of Municipal Affairs has identified \$200,000 to assist collaborative approaches including 3 or more municipalities in any one group. Allocation details will not be determined until all collaborative approaches are identified following the June 30<sup>th</sup> deadline for option identification.

### ***How should we approach the development?***

The nature of ICSP development allows for many approaches. One of the purposes of the ICSP process is to help improve the municipal planning capacity in the province and as such the ICSPs can be developed with existing municipal staff if sufficient ability, time and resources are available. The option also exists to engage consultants or other individuals to complete part of the plan or the entire plan as determined by council.

### ***What are the key components?***

**Every ICSP, regardless of the option, should contain the following vital components:**

- **Public participation** in the decision making process.
- Consideration for the five pillars of **Environment, Economic, Social, Cultural and Governance sustainability**.
- Consideration of any **relevant land use plans** or policies in the appropriate jurisdiction.
- **Integration** with or consideration of any relevant existing community or regional plans.
- Identified **goals and specific actions** to accomplish required outcomes over a **five year timeline**.
- Recognition of the **fiscal requirements** and realities related to the implementation of the plan.
- **Collaboration** with neighbouring municipalities, communities or regional entities where appropriate.
- Description of the **sustainable infrastructure projects** that will be developed with Gas Tax funding (as listed in Capital Investment Plans) as well as those projects that impact ICSP goals.
- Some kind of **monitoring and evaluation** process to ensure the document is always relevant.

### ***What is the role of council?***

It cannot be overstated that the role of council in ICSP development is to lead the process. Council should lead the public consultation, visioning, goal development and project identification components. Even if a consultant is engaged council must still provide direction as to the expectations regarding the process and the result of the ICSP development.

### ***Where is there more information?***

The main sources for ICSP information include the ICSP email address [icsp@gov.nl.ca](mailto:icsp@gov.nl.ca) and the general Gas Tax Information toll free phone number: 1-877-729-4393. ICSP information is also available on the ICSP website at <http://www.ma.gov.nl.ca/ma/publications/icsp/index.html>