



SAFE ROUTES
TO SCHOOL



WHAT IS PART 8 OF A PLANNING APPLICATION? |

As part of the Safe Routes to School Programme (SRTS), a local authority may be required to apply for planning permissions for certain developments. This step-by-step guide explains the Part 8 process of a planning application undertaken by a local authority.

The SRTS programme is an initiative of the Department of Transport and supported by the Department of Education. It is operated by the Green-Schools Programme in partnership with the NTA and local authorities. A dedicated SRTS Infrastructure Officer works with schools and local authorities during the process.



A Part 8 planning application is the method a local authority uses to apply for planning permission for developments over the cost of €126,000. Such developments may include a Strategic Development Zone, social housing, roads and street infrastructure. Permission is applied for under Part 8 of the Planning and Development Regulations Act 2001-2015.

PART 8:

There is a set of processes which a local authority needs to undertake in terms of consulting with the public and receiving approval from the board of elected members.



Public consultation is required for any works being undertaken by local authorities as Part 8 of the Planning and Development Regulations 2001-2015.

Planning and Development Regulations Act - Part 8

Public consultation is a fundamental element of the 'Part 8' planning application process. The school can play an active role to support the local authority with this step. It is pivotal that the school engages with and consults all of their stakeholders and the wider community on the proposed developments. By executing this public engagement exercise, the school is more likely to gain public acceptance, and instill support for the new front of school environment. Successful engagement and public participation is more likely to result in a positive decision from the local authority and an approved planning application from An Bord Pleanála.

WHAT IS THE PART 8 PROCESS?

3 PART 8 PROCESS

There are a number of steps required with the Part 8 process and many ways in which a school can act to gain support for the proposals.

The local authority must advertise notice of the development in an approved newspaper.

Step 1 & 2 is followed by a consultation period of at least **two weeks** in which the public can make observations and objections to the plan.

Councillors can vote to accept or reject the Chief Executive's report or make variations to the plan.

The final decision can be appealed to An Bord Pleanála **within 4 weeks** of the decision date.



The local authority must erect a site notice on the land where the proposed build will take place for a period of at least **four weeks**.

Within **eight weeks** after the consultation period, a report from the Local Authorities Chief Executive is presented to Members of the Council. This report must contain a list of people or bodies who made submissions, a summary of the issues raised and the Chief Executive's response as to whether the proposed development should proceed or not.

Elected members must make a final decision on the plan **within six weeks** of being presented with the Chief Executive's report.

An Bord Pleanála aim to make decisions **within 18 weeks**. They can either grant planning permission, refuse planning permission or grant planning permission with conditions, or amended conditions.

IDEAS

If you need more support to better engage with your local community or school stakeholders, let us know, we are happy to hear your ideas and support your needs

There are multiple communication and engagement resources available as part of our Safe Routes to School Communication Toolkit. Together the SRTS Communication Officer and your dedicated Infrastructure Officer can prepare a media pack for the school with printable materials and editable templates.



What schools can do

The best approach a school can take to support the Part 8 process is to **make a submission in support** of the proposals during the public consultation period. Schools should also encourage parents and the wider community to do the same. Schools can engage with their local stakeholders and the wider community by undertaking their own local consultation.

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