

Date: Wednesday, 27 September 2017

Time: 12.30 pm

Venue: Shrewsbury Room, Shirehall, Abbey Foregate, Shrewsbury, Shropshire,
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CABINET

TO FOLLOW REPORT (S)

THIS REPORT IS NOW AVAILABLE AS AN OPEN REPORT

11 Disposal of Land for the residential development and provision of new community hub on land at former Oakland School site and library site, Bayston Hill (Pages 1 - 40)

Lead Member – Councillor Steve Charmley – Deputy Leader and Portfolio Holder for Corporate Support.

Report of the Director of Place and Enterprise **TO FOLLOW**

Contact: George Candler Tel: 01743 255003

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FORMER OAKLAND SCHOOL SITE DEVELOPMENT, BAYSTON HILL**Responsible Officer: Chris Edwards**e-mail: chris.edwards@shropshire.gov.uk Tel: 01743 258 921**1. Summary**

- 1.1 Oakland Primary School and Longmeadow CE Primary and Nursery School were discontinued on 31 August 2009 as part of Shropshire Council's School re-organisation. Oakmeadow CE Primary School was established with effect 1 September 2009 at the former Longmeadow site. The Oakmeadow School was extended and redeveloped as part of Shropshire Council's Primary Capital Programme and pupils from the Oakland school transferred from the Oakland site on completion of the building work in 2010. The Oakland site, owned by Shropshire Council was vacated in 2010 and subsequently declared surplus to the educational requirements, although is currently used for storage purposes.
- 1.2 Neighbouring landowners the Diocese of Lichfield have also earmarked the site known locally as the 'Glebe land' for disposal. There is an opportunity to create a single unique development that could also build new community facilities which would help safeguard services in the area for the foreseeable future. This report identifies these opportunities, potential risks, and consultations that have taken place to date with the Bayston Hill community and recommends several actions including the submission of the outline planning applications.
- 1.3 As part of the statutory process for the discontinuance of the school, Cabinet has already agreed for the receipts from the disposal of the Oakland site to be ring-fenced for education purposes (Learning and Skills).
- 1.4 A Landowners Development Brief (The Brief) for future developers has been brought forward by the Oakland and Glebeland Steering Group and is to be used by developers to understand the site potential. The Brief highlights what Shropshire Council and the Diocese of Lichfield, the principal landowners, wish to see delivered by developers. The Brief has been consulted on with the local community.

2. Recommendations

Cabinet are asked to:

- 2.1 Approve the Landowners Development Brief for developers for the Oakland and Glebeland site.
- 2.2 Approve the submission of outline planning application in conjunction with the Diocese of Lichfield for the Oakland and Glebeland site.
- 2.3 Approve the next steps in the process of disposing of the site and realising a capital receipt:

- A) Preparation of a joint documents pack for marketing purposes in conjunction with the Lichfield Diocese.
- B) "Soft market research" to inform the most appropriate procurement/disposal method, again in conjunction with the Lichfield Diocese.
- C) A future report to come back to Cabinet to confirm the exact method of disposal of the site.

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3. Risk Assessment and Opportunities Appraisal

3.1 The development of the former Oakland School site offers a variety of potential opportunities for Shropshire Council and the local community with further opportunities arising out of a joint development proposal with the Diocese of Lichfield including;

- A range of housing sizes and types identified for local housing need.
- A new purpose built community building that future proofs facilities and services for residents including a library.
- A central hub of services managed by the Parish Council.
- Provision of public open space and recreation area
- Improved community resilience through the enhancement of community facilities
- Development of an area that has been targeted by those perpetrating anti-social behaviour on its grounds
- Increase and improve the general parking issues and drainage in the immediate surrounding area of the development site.
- Provide a new vicarage for the Parish, including space for confidential discussions where appropriate.
- Opportunities for Christ Church to engage in more community activities, including the popular community café days.

There are however potential risks to be considered including;

Potential Risk	Mitigation plans in place	Risk Rating
Development potential could lead to an increased number of primary school aged children and the affect it could have on the local Primary School	Any adverse effect on local School provision will be identified within the formal planning process.	Low
Environmental impact of the proposal could lead to a loss of green space.	The target within the Landowners Development Brief is to exceed the SAMDEV requirements as outlined in consultation with the local community. Alternative provision at Yew Tree Drive is contained within the development brief.	Low
If development fails to materialise, the former School building would	Soft market testing undertaken by Officers will ascertain the level of	Low

remain the liability of Shropshire Council.	developer's interest.	
Impact on adults with learning disabilities given the close proximity to York House	York House have been involved in discussions throughout the past two years and have themselves offered solutions to help mitigate any potential risks associated with the development, including increasing the level of boundary screening.	Low
Loss of School site / places	Mitigated the risk by providing a new School site (Oak Meadow) which has the capacity to support the new influx of children expected from the new development. Secretary of State approval has also been sought as per the authorities' statutory duty.	Low
Proposed size of greenspace in the development brief not being delivered, as per the communities wishes	The approval of the Landowners Development Brief by Cabinet will show a robust strategy for how Shropshire Council wish this particular development to proceed. A soft market testing approach led by officers will ensure certain wishes within the 'Brief' are contractually agreed to, such as the amount of greenspace required.	Low
Loss of Scouting facilities	Land has been identified near Stanley Parker Bowls club which can host the Scouts, should they wish to move. External funding will be sought, and a fair settlement from the Diocese reached for their existing leased land.	Low

The Brief associated with this Cabinet report contains further details on opportunities and risk and is detailed in Appendix 3 to this report.

An Equality and Social Inclusion Impact Assessment has been completed for the project.

4. Financial Implications

- 4.1 Due to the range of stakeholders involved who claim some land interest in the whole site (See Appendix 1), the percentage of total land that outline planning permission will be sought for includes;

Land Owner	Percentage of total land
Shropshire Council	46.50%
Lichfield Diocese	48.00%
York House	4.50%
Bayston Hill Scouts	1%

The area of Shropshire Council land within the Brief is 1.21 hectares or 46.5% of the combined developable land.

The costs associated with applying for outline planning permission and other associated costs will be shared equally between the Diocese of Lichfield and Shropshire Council as the two principal land owners.

- 4.2 Any receipts from the disposal of the Oakland site are ringfenced for educational purposes (Learning and Skills).
- 4.3 Given the need for the provision of community facilities such as the community hub, additional car parking, enhanced public open space etc, the sites will not potentially generate their maximum capital receipt value.

5. Background

- 5.1 The former Oakland Primary School site, consisting of school building, parking area and school grounds is owned by Shropshire Council. The school closed in 2009 when the Oakland and Longmeadow schools merged to form Oakmeadow Primary School. The Oakland school site was declared surplus to requirements and earmarked for disposal. As part of the statutory process for the discontinuance of the school, on 15th February 2011, Cabinet agreed the above and agreed for the receipts from the sale of the Oakland site to be ring-fenced for education (Learning and Skills), subject to Secretary of State approval. Secretary of State approval was granted in August 2016.
- 5.2 Any sale of land used as playing fields within the last 10 years is subject to the acquisition of the Secretary of State for Education approval under Section 77 of the School Standards and Framework Act 1998, and also Schedule 1 to the Academies Act 2010. The process for this included public consultation and the submission of applications to the Education Funding Agency (EFA), who then scrutinised applications and supporting documents prior to them being forwarded to the School Playing Fields Advisory Panel which consisted of representatives from:
 - Fields in Trust
 - Learning through Landscapes
 - Local Government Association
 - National Association of Head Teachers
 - Sport & Recreation Alliance

The panel in turn advised the Secretary of State on their recommendation as to whether the disposal was the right course of action.

- 5.3 In respect of the Shropshire situation; applications for the disposal of the playing fields at four schools were submitted in 2013/14 to the Education Funding Agency (EFA). EFA officers visited Shropshire Council on 4 December 2015 to discuss each submission and final queries were discussed. This meeting paved the way to the most recent submission of the applications in January 2016. These have been reviewed by the case officer and on 26 August 2016 Shropshire Council were formally notified that the Secretary of State consent to the disposal of the playing field at the school site on the understanding that the capital proceeds are to be spent as outlined in the Councils application dated 14th June 2013.
- 5.4 Options in 2009 were to sell the site to developers in its entirety, or sell the site with community input through consultation taking on board community aspirations through the Parish and Place Plans. The latter approach was the route taken. At the end of 2012 the Diocese of Lichfield approached Shropshire Council sharing their intention to sell the adjoining Glebe land and their wish to explore the possibility of developing the two sites in co-ordination.

- 5.5 Shropshire Council in its capacity as Local Authority explored the wider potential that two sites could deliver as opposed to two single sites thus maximising community benefit but potentially reducing overall capital receipts. Due to the number of potential stakeholders involved in this work, a Steering Group was created in 2013.
- 5.6 The group consisted of representatives from the Diocese of Lichfield and their agent Balfour's, Shropshire Council's Learning & Skills, Bayston Hill Ward Member, Bayston Hill Scouts, Christ Church, York House (Livability), Shropshire Council's Community Enablement Team, and Estates and Facilities, Bayston Hill Parish Council. This group was chaired by the Head of Infrastructure and Communities at Shropshire Council. The groups function was to facilitate discussions looking at the development of the wider site which would incorporate the Diocese's Glebe land and Shropshire Councils former Oakland School. Another core function of the steering group was to listen to community views and take on board comments in both the Place and Parish plans.
- 5.7 During Steering Group discussions it was generally accepted that greater opportunities and community benefits could be generated by the development of the two individual sites as one wider development, however, both sites would potentially not receive their maximum capital receipt due to this approach. The Diocese of Lichfield have stated from the outset that this is an opportunity for the community that they wholly wish to support. The profits of each site would be retained by the respective land owners.
- 5.8 The Brief for developers has been produced to look at the various aspects of a joint site proposal including; opportunities arising from the development, the nature of the site and size of its surrounding, planning policy context, development considerations and planning application requirements.
- 5.9 A key task for the Steering Group has been to bring forward the Brief for the overall site. This document's aim is to provide a balanced approach to development, maximising capital receipts for the principal land owners whilst also realising the wider community benefits that should be delivered for local residents.
- 5.10 The Brief has been the subject of ongoing consultation undertaken between Shropshire Council, the Steering Group (representing all interested landowners), the Parish Council, the local community and any other interested parties. Internal consultations have also been undertaken. Comments received as a result of these consultations have all been given full consideration, and where appropriate, the Brief has been amended with any required changes. The document seeks to inform developers and other interested parties of the opportunities and constraints presented by the site, and the type and scale of development expected and encouraged by local (and national) planning policies.
- 5.11 The final draft of the document forms Appendix 3 to this Cabinet Report, and is proposed to be approved by Shropshire Council Cabinet. The Brief has guided the production of a Masterplan (Appendix 4), and these two documents will provide a firm basis for submission of any future planning application for development of the area.
- 5.12 Since the closure of the former Oakland School, there has been community interest in retaining some of the site for some community use/facilities. Evidence can be found in the 2006 Parish Plan, 2010 Parish Plan review and the Place Plan annual conversations. Further consultation with the community has been undertaken via the Parish Council and the Local Joint Committee (LJC) which looked at all community

views. A list of community uses for the site taking in to consideration all other existing community facilities in Bayston Hill was drawn up – these were to provide a community hub with Library and a Parish Council Office, flexible use space, meeting rooms and options for home working/business use.

- 5.13 Further community engagement regarding the wider development site opportunities (Glebe land and Oakland School site) took place during 2014-15. The main concern from residents was the loss of the Diocese owned Glebe land that has been leased to Bayston Hill Parish Council by the Diocese over a long-term lease period. There were also concerns regarding parking, size and number of housing, concerns regarding primary school places and concerns about loss of a Library service. (Appendix 2)
- 5.14 As detailed in the 12th July 2017 Cabinet report, the Council is currently consulting on a new Library Services Strategy. The strategy proposes that Bayston Hill Library is a tier 3 Community library. Under the proposals, a tier 3 library would be managed by a community organisation with ongoing “back offices support provided from the Shropshire Council Libraries Team, and would aim to achieve cost neutral provision to the Council by the end of 2018/19.
For details of the proposed library services strategy visit:
<https://new.shropshire.gov.uk/get-involved/draft-library-services-strategy-for-shropshire-2018-to-2023/>

The Library service has been identified as a key Stakeholder in any new Community hub building developed as part of the site detailed within the development brief. Current Library facilities are in need of extensive refurbishment and upgrading. The current Library site also suffers with a lack of car parking spaces with users having to use street parking which through consultation came back as a community concern. The current site also suffers from high energy consumption due to the relatively large unused storage space in the old garage. The building is not economically viable for small community based organisations to manage.

- 5.15 The proposal to develop a new community hub building as part of the sites wider development has the potential to ensure the future of a Library service in Bayston Hill. The intended proposal would involve working with appropriate local community partners to manage or fund the library differently. Any new ‘hub’ building that is developed as part of the wider site, is proposed to be kept under ownership by Shropshire Council and leased out on a long term lease to a new management organisation.

6. Additional Information

- 6.1 A tree preservation order was created on 1st March 2016 and confirmed on 11th August 2016 to preserve the visual amenity and character of the area by protecting trees that makes a significant contribution to these attributes. A total of eight Oak trees on the southern boundary now have this TPO on them.
- 6.2 An Ecological Appraisal was undertaken in September 2014 on the former Oakland School site including Scouts and Glebe land. The Brief contains recommendations from this survey.

7. Future Actions

- 7.1 Following the process to approve the Brief and the submission of the outline planning application as set out in this report, the next steps in the process of disposing of the site and realising a capital receipt will be:-
- D) Preparation of a joint documents pack for marketing purposes in conjunction with Lichfield Diocese.
 - E) "Soft market research" to inform the most appropriate procurement/disposal method, again in conjunction with Lichfield Diocese.
 - F) A future report to Cabinet to confirm the exact method of disposal of the site.

8. Conclusions

- 8.1 The former Oakland School site is redundant and earmarked for disposal. There are further opportunities should outline planning permission be granted. The development has the potential to provide mixed housing sizes with the site including a range of community facilities e.g. a community hub – incorporating but not limited to a Library and Parish office.
- 8.2 The proposed development within the Brief could enable current library provision to be moved to an alternative site. Building the Library (as part of a community hub) on this new development would enable a community group to express an interest in managing the service thus supporting the Council's draft Library Services strategy.
- 8.3 Amongst the opportunities for development, community consultation has fed back a number of concerns that are important to local residents. These concerns centre primarily on the loss of a green field – the Glebe land. Residents also highlighted concerns relating to traffic, parking, tree protection and the demand for a lower-density housing development all of which has been addressed within the development brief.
- 8.4 Notwithstanding these concerns, for the Oakland School site to deliver both on its financial expectations and also on wider community aspirations, the wider development opportunity of including the Glebe land to form a larger single development is the only way financially that both of these objectives can be met.
- 8.5 The Brief sets forward how the principal land owners wish this site to be developed and Cabinet approval is now required in order to proceed with the outline planning application associated with this site.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)

Cabinet Report 12th July 2017 - Library Services Strategy for Shropshire 2018-2023

Cabinet Report 15th February 2011 – School Organisation in Shropshire – Report on Consultation and Identification of Next Steps.

Cabinet Member (Portfolio Holder)

Steve Charmley – Deputy Leader and Portfolio Holder for Corporate Support

Local Member

Ted Clarke

Appendices

Appendix 1 – Site plan of land for sale

Appendix 2 – Community Engagement details and Q&A

Appendix 3 – Landowners Development Brief

Appendix 4 – Site Masterplan

Appendix 5 – Equality and Social Inclusion Impact Assessment

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Commercial Services
Shirehall, Abbey Foregate

Title:
Former Oaklands School Site and Glebe Field, Bayston Hill

Drawing No:
Scale: 1:2,500

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Community engagement and Consultation timeline: Oakland Glebeland

- Bayston Hill conducted a Parish plan in 2006 and a refresh in 2010 – 82% of respondents expressed an interest in the site being retained for community use.
- LJC meeting in October 2011. Discussion on the Parish Plan gave indication that people were still interested in site's future.
- July/August 2012 – Bayston Hill Parish Council asked for residents thoughts on the site via 'The Villager' magazine.
- Community Drop-in session was held on 18th September 2012 at Oakmeadow School for the Parish council and Shropshire council to share information on the site and ask for resident's thoughts and aspirations on the type of community facilities could be added.
- LJC 4th October 2012 – Update on progress
- Community Working group meeting 4th December 2012 - In December, a working group of residents had met to consider the results of the public consultation which had taken place in the autumn.
- LJC 27th June 2013 Feedback and update on project 14th October 2013- Community working group meeting
- LJC 24th October 2013 Feedback and update on project Community Drop in Saturday 16th Nov 2013- 10.30-14.30, Methodist Church Hall – Updates from Stakeholders
- LJC 30th September 2014
- Community Drop-in Consultation event 21st October 2014
- LJC 24th November 2015 – Update on Progress
- LJC Nov 2016 – Update on progress
- Community Drop-in information session. 13th September 2017

Oakland / Glebeland Community Feedback – Steering group response

Forward:

During the end of October through to November 2014, the Bayston Hill community were invited to feed comments back to the steering group who are tasked with maximising the potential benefits from the former Oakland School site and the Glebeland. The steering group is made up of the following organisations:

- Shropshire Council Education Service
- Shropshire Council Assets team

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- Diocese Of Lichfield
- Prospects on behalf of York House
- Christ Church
- Bayston Hill elected Shropshire Councillor
- Bayston Hill Parish Council
- Shropshire Council Community Enablement Team

The steering group is chaired by Shropshire Council's Head of Infrastructure and Communities.

As part of the steering group's work a concept drawing and draft planning brief were prepared. The group also commissioned a tree survey report (including map and schedule) and an independent ecological survey report. Although not mandatory, the group decided to publicise all of these documents and ask for community comments.

The first public forum of these documents was at the LJC (Local Joint Committee) meeting on 30th September 2014 where over one hundred members of the community came to the meeting chaired by Shropshire Councillor Ted Clarke. Due to the overwhelming public response, it was decided at that meeting that there would be further events arranged in the community to provide further opportunities to discuss the documents.

On 21st October 2014 a drop-in session was held between 2pm-7pm at the Methodist Church in Bayston Hill where over 40 members of the public viewed the documents. The documents had been made available online and local residents could comment also on the documents by visiting community buildings and posting their comments in boxes provided.

All of these community responses can be viewed in a separate document. The post codes of those that left comments can also be found on a separate document to ensure anonymity for those that commented.

The purpose of this document is to theme the responses gathered throughout October-November 2014, and wherever possible, to provide answers to the questions and comments made.

Q. We want to know the exact amount of greenspace and the proposed space between new and existing properties

A. The steering group fully appreciate residents' wishes to know these figures. We anticipate that once we've commissioned an illustrative site layout plan and applied for outline planning permission this will better enable us to be more accurate with these figures.

Q. Could the open green space be moved to the south east border to reduce impact on existing houses and minimise impact on wildlife.

The steering group believe that by maintaining the strength and density of the green border along Lyth Hill Road, this will dramatically reduce impact on existing houses. It is envisaged that this buffer will retain all important trees as mentioned in the commissioned tree survey report and any such development must protect the root system of said trees. Therefore it is not envisaged that the green space be transposed to the south east border.

Q. Is the Diocesan land not designated playing fields?

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A. The Glebeland is privately owned by the Diocese of Lichfield who leases the land to the Bayston Hill Parish Council. The land is not open to the public on one day a year which enables the land to remain private and not public open space.

Q. The community do not wish to see 3 storey houses

A. The steering group do not wish to encourage any 3 storey housing on the land. This type of housing is considered to be not in-keeping with community wishes and this has been made clear in the planning brief document.

Q. It would be good to have homes for older residents to downsize/retire to or have assisted living facilities.

A. The planning brief document sets out that the steering group would like to see a range of house sizes some of which would be suitable for older residents to retire into. **Q. We do not wish to lose the Glebeland open green space**

A. The Steering group will continue to offer a significant area of open green space for residents. The planning brief and concept plan shows a mix of recreation land for children as well as green space for walking in excess of the minimum amount required. Whilst we understand this might not be as much as the community would like, it is important to make the site financially viable whilst still supporting the community as much as is possible. The minimum amount of public open space for a development of this size is 17%. The Steering group are still committed to providing more public open and green space than the minimum requirement.

Q. We have concerns about anti-social Behaviour (ASB) in evenings already. Will this proposal make it worse?

A. The concept plan showed a new public car park and an (existing) over-spill car park. The steering group have listened to residents during meetings and support the idea of erecting barriers to ensure ASB is kept to a minimum. The Church & Police are also aware of issues outside the front of the Church building which will be addressed separately to the planning proposals.

Q. The new library space looks small. Will residents still get the same service?

A. The new hub building is envisaged to house a Library & the Parish Council office. The current library building is too large given that most of its square footage isn't open to the public (storage garage etc). It is envisaged that the library despite being smaller in square footage, will continue to provide the same level of service in volume of reading materials and ICT space. It is envisaged the building will incorporate the latest space saving technology and have flexibility within its floor space to ensure the public area is maximised.

Q. Will the School be big enough for the amount of housing?

A. Yes. The Education department at Shropshire Council have been consulted and the School will have enough room for the numbers of young people expected. The county standard calculation is based on 18 Primary pupils per 100 houses therefore if the site held 50 houses, the authority estimate it would produce 9 primary school aged children. **Q. What about the Scouts & Guide Hut?**

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A. The future of the Scout Hut is still to be decided. However the Parish Council have informally agreed a site that could be used by the Scouts HQ near the Stanley Park playing pitches. The Scouts are actively investigating a new purpose built facility at this site.

Q. Have all permissions been granted for demolition the old school? I.E Department for Education and Secretary of State

A. There have been delays in seeking permissions with the Secretary of State which has held up the process. The delay is because the Secretary of State wished Shropshire Council to approve all sites for disposal at the same time, which meant all school sites across the county which were at various stages of disposal had to be re-aligned. This is now in hand and permission seeking Secretary of State Approval has been sought. The results of this will be published once there is an outcome. **Q. There are considerable drainage issues on the Glebeland, has this been discussed?**

A. Yes the steering group are aware of the drainage issues and this has been reinforced in to the planning brief document. Any development scheme will need to address these matters with a new sustainable drainage scheme incorporated within the site layout proposals. **Q. How many houses will actually be built?**

A. The steering group fully appreciate residents' wishes to know these figures. An illustrative site layout plan is being commissioned which will give an indication; however, ascertaining the final numbers will involve the eventual developer and the outcome of outline and full planning applications.

Q. What are the plans for; Water supply route, Storm water route & sewer route - It is widely believed in the village of Bayston Hill that the infrastructure concerning water and it' disposal currently operates at its limit.

As part of any planning application a drainage report will be prepared covering storm water and sewerage in outline terms. The final design and routing will not be decided until the developer submits a full planning application and will be subject to negotiations with Severn Trent Water and Shropshire Council Highways and Drainage. It is also to be remembered that local drains will have had capacity to serve the former School, and as such this capacity will remain available.

Q. We have concerns about access and how many houses (and therefore cars and people) will use the proposed one access point.

A. As the former use for part of this land was a School, we anticipate that a similar number of vehicles coming and going than had previously occurred when it was used by the School. Therefore we have no concerns about volume of traffic accessing the site. The Highways department at Shropshire Council will have to assess all factors upon receiving any future planning application. Having spoken with residents, we do however appreciate a growing concern of parked cars on Glebe Road and busy peak periods joining on to the A49.

Q. We believe there is a formal Right's of Way on this land.

A. Shropshire Council Rights of Way Team has explored claims of a public Right of Way. The Tithe maps do show a route along a historical boundary but it does not follow an existing, used path as far as the authority is aware. Should members of the public wish to pursue assertions of a public route in this vicinity, they will need to make a formal application. The Steering group believe the most expedient

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solution is to ensure routes are made available through the development that meet current requirements of the local community. To make a formal application, residents can visit the Shropshire Council website for details on how to do this.

Q. What protection is there to ensure that the general guidelines for public greenspace are followed by developers?

The detailed design will be a matter for the developer and the full planning application. The developer will also need to agree it with the principal landowners involved. The principal land owners will ensure not only the provision of greenspace is made available as per national guidelines, but that the additional open space and construction of a community hub will be a condition of sale between the developer and existing landowners.

Q. Who will own and manage the community hub and proposed outdoor space?

A. It is proposed that the community hub will be owned by Shropshire Council. The management and lease arrangements for the building are yet to be determined, however, the authority are eager to involve members of the local community. The ownership of the outdoor space is still to be decided but it is envisaged it might be in the control of the parish council for public use.

Q. When will Tree Preservation orders (TPO's) be put on the high priority trees?

A. The steering group understand the necessity in safeguarding the category A and B trees mentioned in the tree survey. As part of trying to obtain outline planning permission there is a process which needs to be undertaken to ensure all important trees are protected with a preservation order put on them. The steering group will be liaising with the Council's Trees Officers shortly.

Q. I would like to know where the entry Road will be into any new development.

A. As mentioned in the planning brief document, there are two potential, yet only one reasonable access (entry) Road for the proposed development. The two potential access points are off Glebe Road and Eric Lock Road West. The planning brief document however alludes to only the Glebe Road entrance being suitable for a potential development of this size.

Q. Why is there an extra boundary being planted between York House & the Church and why do these organisations seem to have lots of private open space?

A. During initial discussions with York House, it was argued that residents at York House may require additional privacy due to their special needs should housing be placed on the land, thus this was put in to the draft planning brief document. The request did not come from the Church who are a separate organisation.

Q. We don't want to lose the path that runs from the Scout and Guide HQ on Eric Lock Road West along the south east border of the Glebeland and connects up with Lyth Hill Road.

A. This request has been taken on board by the steering group and will be added to the planning brief document. The group appreciate the need to keep informal walking routes and, should any development go ahead, it is hoped existing walkways will form part of any new development.

Q. Can the local GP surgery cope with the increase of population?

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A. It is expected that the GP surgery has enough capacity to see an increase in patients should the need arise.

Q. What is the possibility of included 'self-build' plots within this development?

A. Unfortunately, the steering group are unable to include any plots as 'self-build' within the development.

Q. The former Oakland School building is deteriorating and the greenspace is overgrown. It does not portray the village in a positive light.

A. We agree and this is why proposals are being put forward for a better use of the whole site. Where necessary, repairs and remedial works have been undertaken to protect the buildings and site.

Q. We are concerned about losing the scrub land given what was (not) included in the ecological survey report.

A. The ecological survey did not reveal any scrub of significant value. Therefore, the land owner is under no obligation to protect this space from development.

Next Steps

Since receiving the comments as part of the consultation, the steering group have been making final revisions to the planning brief. The next phase of the work involves the final planning brief being signed off by the Planning Portfolio holder at Shropshire Council. If the document is signed off, the steering group will then be immediately preparing an outline planning application which will include the supporting documents, including an indicative site layout plan showing a housing scheme, areas of open space and siting of the community hub. Finally, if outline planning permission is granted, the steering groups' principal landowners will then commence with their individual disposal processes. This will involve marketing the site to potential developers as well as negotiating conditions of sale with the developers.

APPENDIX 3

LANDOWNERS DEVELOPMENT BRIEF FORMER OAKLAND SCHOOL SITE AND GLEBE FIELD, BAYSTON HILL

1. INTRODUCTION

Shropshire Council, in its capacity as landowner, has prepared this Brief to guide developers drawing up proposals for the site of the former Oakland Primary School Site and adjacent Glebe Land in Bayston Hill. This document sets out the Council's and the Diocese of Lichfield's intentions for the future use of the site and also the requirements and expectations for development. The advice is given without prejudice to any decision made in the formal determination of a planning application by the Council as local planning authority.

2. OPPORTUNITIES ARISING FROM DEVELOPMENT OF THE SITE

Community Facilities

The development of the Oakland and Glebe Field site offers the opportunity to enhance existing facilities, create new facilities, and relocate others. There is scope to improve the services offered to local people by bringing together a range of buildings and services into a more central, flexible community hub. For example:

- relocate the library into a new, purpose-built community building.
- provide a new office for the Parish Council.
- create a community café and space for community activities.
- improve the existing church layout and accommodation.
- improve car park provision.
- relocate the scout and guide building into purpose-built accommodation.
- broaden opportunities for residents of York House.

Open Space

It will be essential to provide an attractive, accessible setting for the new housing development, as well as creating open space and footpaths which will, in part, compensate for the loss of some of the current open space on the site. The final scheme should include:

- open grassed area(s) which could act as a focal point for new housing.
- a children's play area in a safe location.
- a footpath network to serve the site, and provision of important pedestrian and cycle links to the surrounding area.
- amenity areas and environmental corridors which would protect important trees and hedgerows.
- a sustainable drainage scheme to serve the whole site.

- the provision of a discreet, sheltered garden area to serve the needs of older people.
- the opportunity to enhance open space and public access provision off-site on land nearby, off Yew Tree Drive.

It will be important to design and locate the above facilities in a way that promotes a secure and safe layout for residents and the local community..

Housing

The size of the site and its location offer the opportunity to build a range of house types to serve the needs of local people, and to offer different tenures. For example:

- private home ownership.
- shared ownership.
- sheltered and specialist accommodation for rent, including for older people and vulnerable adults.
- affordable housing.

The site layout and design should reflect the location of the site and its relationship to open space. The buildings should be set back from the boundaries of the site, and the retention of trees and hedgerows on the north-eastern, south-eastern and south-western boundaries of the site is required wherever possible.

3. THE SITE AND ITS SURROUNDINGS

The site lies towards the eastern edge of the village of Bayston Hill, between Glebe Road and Lyth Hill Road. It is in two principal ownerships, and consideration is also being given to land at York House and adjacent to the Scout and Guide Building as part of the development scheme.

- (i) The former Oakland School site, owned by Shropshire Council, comprising 1.21 Hectares (2.99 acres).
- (ii) The Glebe Field and adjacent Church Land, owned by the Diocese of Lichfield, comprising approximately 1.67 Hectares (4.13 acres)

Overall, the site subject to this Planning Brief extends to 3.18 Hectares (7.87 acres), and the local site on which the current Library Building stands extends to 0.07 Hectares (0.17 acres)

The Oakland site includes the closed school buildings and hard standing, together with an open, grassed area to the rear. The Glebe Field is an open, grassed field. The north-eastern and south-eastern boundaries of the land are marked by hedgerow and mature (some veteran) trees, beyond which are the rear gardens of adjacent houses off Clarkefields and Lyth Hill Road.

At the western edge of the Glebe Field is a Scout and Guide Building and hedgerow, to the west of which are the rear gardens of houses off Eric Lock Road West. The northern edge of the Glebe Field is bounded by York House, a

home for adults with severe learning difficulties, and the end of the car park which serves Christ Church. Christ Church and an adjacent lawned area lie between York House and Glebe Road.

Vehicular access to the former School site is from Glebe Road, and various pedestrian accesses link through the overall site.

The Oakland Primary School closed in 2009, and the vacant site is now restricted to the public. The Glebe Field is owned by the Diocese of Lichfield, but has been used as informal open space. There are no formal public rights of way over either the Oakland or Glebe Field areas.

4. PLANNING POLICY CONTEXT

Parish Plan

At a very local level, the Bayston Hill Parish Plan, published in 2006 and reviewed in 2010, provides a detailed document for the local area which assesses the community's views, aspirations and Action Plan Issues. The documents provide valuable guidance on the community's present and future needs, however this is not a formally adopted Neighbourhood Plan. There are presently no proposals for the Parish Council to prepare a Neighbourhood Plan.

General Policy Considerations

Any planning application for residential development will be considered by the local planning authority having regard to policies of the Development Plan (consisting of the Shropshire Core Strategy and SAMDev Documents) and any other material considerations. This means that regard will be given to relevant national planning policy, and the adopted policies of the Shropshire Local Development Framework (LDF).

There are a number of key issues which will normally be considerations:

- the scale and type of development proposed, particularly with reference to the use classes involved;
- site location;
- justification in terms of need/benefits and consideration of alternative sites, particularly if the site is one which gives rise to policy issues;
- design and access;
- other environmental impacts;
- any other community and economic considerations.

Information will need to be provided on these matters in order to enable consideration of the proposed developments.

Consultation

Consultation will be carried out in accordance with adopted national and local policy. With a mind to this, the Council has conducted stakeholder involvement exercises prior to the preparation of this Planning Brief and submission of any

planning application. The adopted Shropshire Statement of Community Involvement (SCI) provides further guidance on pre-application public involvement in development proposals. The Shropshire Council Charter for Development Management also sets out standards for consultation on any planning application.

Adopted Core Strategy and SAMDev Policy

Key policies are summarised below but applicants should check regarding the relevant policies applying at the time. Work has now commenced on the Local Plan Review, and a 'Call for Sites' has recently taken place as one of the initial stages in this review process.

Shropshire Core Strategy (Adopted February 2011)

The Core Strategy sets out the Council's vision, objectives and spatial strategy to guide future development in the County together with strategic policies, including those for minerals and waste. The policies which are particularly relevant to current proposals for this site are set out below.

CS1 Strategic Approach

This policy sets out an overall development strategy for Shropshire with levels of housing and employment set out for each of the spatial zones. Shrewsbury (as a sub regional centre) will be the focus for development it is intended that the rural areas will become more sustainable through a "rural rebalance" approach, accommodating around 35% of Shropshire's residential development over the Plan period. Development and investment will be located predominantly in Community Hubs and Community Clusters, and will contribute to social and economic vitality.

CS4 Community Hubs and Community Clusters

CS4 states that within these settlements (which include Bayston Hill), development will be permitted which helps to rebalance rural communities by providing facilities, economic development or housing for local needs, and is of a scale that is appropriate to the settlement. Balanced housing development, of an appropriate scale and design that respects each settlement's distinctive character and is supported by improvements in infrastructure, will take place within the development boundaries and on sites allocated for development.

CS6 Sustainable Design and Development Principles

The policy requires that, 'development will be designed to a high quality using sustainable design principles, to achieve an inclusive and accessible environment which respects and enhances local distinctiveness and which mitigates and adapts to climate change'. All development proposals will need to achieve criteria set out in the sustainability checklist to ensure that sustainable design and construction principles are incorporated and that resource and energy efficiency and renewable energy generation are adequately addressed.

It is likely that this sustainability checklist will be developed as interim guidance to support the delivery of Policy CS6.

The policy also includes broad general development criteria and wide ranging safeguards to promote good design, community wellbeing, the protection of the natural and built environment, resources and existing facilities, services and amenities as well as consideration of infrastructure requirements.

CS8 Facilities, Services & Infrastructure provision.

The policy seeks to protect and enhance existing facilities, and facilitate the provision of new facilities. Community facilities may include shops, doctors surgeries, libraries, pubs and some entertainment facilities such as cinemas. Therefore a proposal which provides some of these facilities for general community use may be considered to be positively contributing to this policy's aims

CS9 Infrastructure Contributions

Development providing additional dwellings or employment premises is expected to make contributions to local infrastructure as prioritised in that policy. Infrastructure is considered to include affordable housing.

CS11 Type and Affordability of Housing

The policy states that to meet the diverse housing needs of Shropshire residents and to create mixed, balanced and inclusive communities, an integrated and balanced approach will be taken with regard to existing and new housing, including type, size, tenure and affordability. This will be achieved by seeking housing developments which help to balance the local housing stock, seeking the relevant target of and contribution towards local needs affordable housing, ensuring that all housing developments are capable of adaptation to accommodate lifestyle changes and to achieve the Lifetimes Homes standard, and by supporting the provision of housing for vulnerable people and specialist housing provision including nursing homes, residential and extra care facilities in appropriate locations and where there is an identified need.

CS17 Environmental Networks.

This policy states, 'Development will identify, protect, enhance, expand and connect Shropshire's environmental assets, to create a multifunctional network of natural and historic resources. Development is expected to contribute to local distinctiveness and protect the quality of the natural and built environment.'

CS18 Sustainable Water Management

The policy requires developments to integrate measures for sustainable water management.

Site Allocations and Management of Development (SAMDev) Plan (Adopted December 2015)

This document sets out the role of identified settlements and allocates sites for development to meet the land requirements and other objectives of the Core Strategy. It also sets out detailed development management policies to

complement strategic policies in the Core Strategy, thus seeking to guide the management and delivery of future housing, retail and employment and other types of development in the County. Policy MD2 Sustainable Design, and MD3 Managing Housing Development are particularly relevant to housing development proposals.

Following the Examination Phase in 2014/15, the SAMDev Plan was finally adopted in December 2015. The following policy relates specifically to Bayston Hill:

Policy S16.2(ii) Bayston Hill

Bayston Hill is a Community Hub with a housing guideline of around 50-60 additional dwellings over the period to 2026, where development by infilling, groups of houses and conversion of buildings may be acceptable on suitable sites within the development boundary identified on the Policies Map. The retention of the gap of undeveloped land between Bayston Hill and Meole Brace, Shrewsbury remains an important objective of the strategy for the village. The development of the village is also constrained by the presence of the A49 running through the village, and the major quarry to the east. The provision of affordable housing has been identified by the Parish Council as a priority requirement.

Shropshire LDF Supplementary Planning Documents (SPDs)

Supplementary Planning Documents (SPDs) are intended to expand upon policy or provide further detail to policies in adopted Development Plan Documents (DPDs).

The Type and Affordability of Housing SPD is relevant to all types of residential development, providing detailed guidance to assist in implementing a number of Core Strategy policies. The SPD seeks to ensure the provision of a mix of good quality, sustainable housing development of the right size, type, tenure and affordability to meet the housing requirements of all sections of the community. This is currently under review.

All new market housing developments are required to make a contribution towards the provision of affordable housing in accordance with Core Strategy Policy CS11. Planning applications will be subject to one of three rates shown in the 'housing zones with parish boundaries map and within this Bayston Hill location, the development would currently be subject to a rate of 15%.

National Planning Policy

The National Planning Policy Framework (NPPF) was published in March 2012 and provides guidance on a wide range of issues. The NPPF is a significant material consideration in the determination of planning applications.

5. DEVELOPMENT CONSIDERATIONS

- **Archaeology, Historic Environment and Design issues**
 - i. The Shropshire Historic Environment Record identifies no potential archaeological constraints within the site as of June 2017.

- ii. The site does not have any known historic environment constraints, and is sufficiently distant from Conservation Areas and Listed Buildings, therefore it is envisaged that the impact of the development on the historic environment will be minimal.
- iii. The design and layout should reflect locally distinctive styles and use vernacular materials.

- **Access, Parking and Highways Considerations**

- i. Glebe Road is the main vehicular route adjacent to the site. When the Oakland Primary School was operational, vehicles and pedestrians accessed the site directly off Glebe Road. This was a busy site in its former use and it is envisaged that the proposed scheme will be less impacting.
- ii. Eric Lock Road West lies to the west of the Glebe Field. There is no vehicular access to the Glebe Field from Eric Lock Road West, although the scout and guide building in the south-west corner of the Glebe Field is accessed from here.
- iii. Highways officers support the principle of a residential scheme, and consider that a single point of access to the whole site off Glebe Road, approximately in the position of the old school access, would be acceptable. It is also considered that a secondary vehicle access point off Eric Lock Road West would be feasible. However, a through vehicle route linking the two access points would not be supported.
- iv. Pedestrian links within the site, and linking it to the neighbouring roads, would need to be carefully designed and planned to ensure full access for the local community. There would be a requirement for a pedestrian link to Eric Lock Road West, irrespective of whether a vehicle route was provided, and a pedestrian link to Lyth Hill Road should also be maintained, although no vehicle access would be allowed.
- v. An assessment of current and future parking needs will be required, in particular the parking needed for Christ Church, plus the parking requirements of new community facilities on the site, including the relocation of the library. New houses on the site would require two parking spaces per dwelling.
- vi. Public transport in the area is currently provided by a frequent bus service along Glebe Road, which serves both Bayston Hill and Shrewsbury town centre.
- vii. A Transport Statement should be submitted with any detailed planning application. This will consider baseline traffic data; the existing site use and means of access, and proposed access; trip generation and distribution by mode of transport; consideration of sustainable means of travel; the proposed parking strategy; and the transport implications of construction traffic.
- viii. All parking areas within the site should be suitably surfaced, clearly marked and well lit.

- **Trees**

- i. Two Tree Preservation Orders exist protecting important amenity trees on the school site and on the boundary of the Glebe Field. Two of the trees from the 2013 Order stand on the Glebe Road frontage and their siting will guide the position of any new access.

- ii. An arboricultural implication assessment, prepared in accordance with British Standard BS 5837: 2012 'Trees in Relation to Construction', is required to be submitted with any application for planning permission.
- iii. The assessment should include details of all trees on site or on adjacent land where they may be affected by the development. The assessment must include a tree survey, tree constraints plan, tree protection plan and arboricultural method statement. It will be expected that provision is made to retain and incorporate significant trees with a current or potential high public amenity value into the design and layout of the site. Where trees are retained it must be demonstrated that they can be suitably protected during the development and where they are removed, reasoned justification for this should be given along with any proposed mitigation measures.
- iv. This information will allow the Planning Authority to properly assess the implications of the proposed development on any trees on or adjacent to the site and the impact that this may have on the public amenity of the area.
- v. Opportunity is being sought to enhance, as appropriate, the long term tree cover on the site through new tree planting in accordance with BS 8545:2014 'Trees – from Nursery to Independence in the Landscape'. The retention or planting of large canopied, long-lived trees is encouraged where suitable to maximize the landscape and environmental benefits.

- **Ecology**

An Extended Phase 1 Survey has been undertaken at the site, considering any potential or existing Protected Species issues. Following this initial survey, further detailed surveys were commissioned to assess the potential for reptiles and bats. The Report forms a supporting document for the Planning Brief, and the recommendations of the report should be adhered to in any development proposals.

- **Ground Conditions/Land Contamination**

There are no known land contamination issues associated with the site.

- **Flood Risk and Drainage Matters**

- i. The site is located within Flood Zone 1, i.e. the site has a less than 1 in 1000 annual probability of flooding, and there are therefore no known Flood Risks from watercourses
- ii. Any residential development proposals should be supported by a sustainable drainage scheme for the site, and the Shropshire Council document 'Surface Water Drainage Interim Guidance for Developers' which can be viewed on the Council's website, sets out the requirements
- iii. A public foul sewer runs through the site, and this will need to be taken into account within any site layout
- iv. Localised Surface Water Flooding exists in specific areas of the site, and mitigation measures should be incorporated within the final development scheme

- **Public Rights of Way and Open Space Provision**

There are no Definitive or Recorded Public Rights of Way affecting this site. There is, however, pedestrian access from Lyth Hill Road, and also informal

pedestrian routes from Glebe Road alongside the school site and across the Christ Church car park to the Glebe Field. None of the site is designated as public open space. However the Glebe Field is used as an informal open space by local residents, in particular for dog walking. The scouts and guides also use the Glebe Field for outdoor activities.

There will be a requirement to provide good, safe pedestrian links throughout the site and to neighbouring roads. Where appropriate or necessary, these will be designated as public rights of way.

The loss of the Glebe Field as an informal open space is an important issue for some local residents. Planning policy requires that new developments should include open space in line with the Open Space Interim Planning Guidance (2012). However, this should be treated as a *minimum* requirement, and provision within the site should have regard to the needs of nearby residents as well as the occupiers of new houses on the site. Consideration will also be given to off-site provision by enhancing the open land owned by the Diocese of Lichfield off Yew Tree Drive. This land is within 250 metres of the Glebe Field on the edge of the village, and is already crossed by a public right of way

- **Utilities**

All mains services are understood to be available in the vicinity of the site, however developers/bidders should conduct their own enquiries.

6. PLANNING APPLICATION REQUIREMENTS

6.1 An outline planning application will be accepted for this site with later approval of Reserved Matters required

6.2 The following sets out the minimum requirements for submission of an outline planning application at this location:

- **Appropriate planning application forms and fee**
- **Location Plan**
- **Illustrative site layout plan**
- **Illustrative landscaping proposals** should accompany the outline planning application, and a full Landscaping scheme including hard and soft landscape proposals and schedules and proposals for boundary treatments will be required at Reserved Matters Stage.
- **Design and Access Statement**
- **Transport Statement**
- **Drainage Details, to include Surface Water Management Proposals**
- **Arboricultural Implication Assessment**
- **Ecological Survey**
An Extended Phase 1 Survey Report will be required
- **Statement of Community Involvement**
- **Copy of adopted Planning Brief**
- **Details of any Off Site Proposals**

- **Design Constraints and Opportunities Appraisal** To include appropriate boundary treatments, landscaping and building materials and details of design and finishes based on locally distinctive traditional fabric and form.
- **CIL and Affordable Housing Calculations**

7. FINAL SUMMARY

This Planning Brief sets out the range of development opportunities and overall guidance for the formulation of a planning application for the former Oakland School and Glebe Field site, and following ongoing Public Consultation with the Local Community, now forms a key document, which has been adopted by Shropshire Council as formal guidance. The Concept Plan which accompanies the Planning Brief presents an indicative scheme to guide future developers as more detailed planning proposals emerge.

It is intended that the Planning Brief will support any future outline planning application for the site, providing a basis for more detailed design proposals and guidance to emerge. An illustrative master plan and site layout will also accompany the outline planning application to further demonstrate how the site could be developed and to indicate locations for key community facilities.

The Brief is endorsed by the Oakland School Site and Glebelands Steering Group, with the final version agreed following the Group's meeting on 27 April 2017.

June 2017
JK/JP

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Shropshire Council Equality and Social Inclusion Impact Assessment (ESIIA)

Name of service change: *Former Oakland School site development, Bayston Hill*

Contextual Notes 2016

The What and the Why:

The Shropshire Council Equality and Social Inclusion Impact Assessment (ESIIA) approach helps to identify whether or not any new or significant changes to services, including policies, procedures, functions or projects, may have an adverse impact on a particular group of people, and whether the human rights of individuals may be affected.

This assessment encompasses consideration of social inclusion. This is so that we are thinking as carefully and completely as possible about all Shropshire groups and communities, including people in rural areas and people we may describe as vulnerable, for example due to low income or to safeguarding concerns, as well as people in what are described as the nine 'protected characteristics' of groups of people in our population, e.g. Age. We demonstrate equal treatment to people who are in these groups and to people who are not, through having what is termed 'due regard' to their needs and views when developing and implementing policy and strategy and when commissioning, procuring, arranging or delivering services.

It is a legal requirement for local authorities to assess the equality and human rights impact of changes proposed or made to services. Carrying out ESIIAs helps us as a public authority to ensure that, as far as possible, we are taking actions to meet the general equality duty placed on us by the Equality Act 2010, and to thus demonstrate that the three equality aims are integral to our decision making processes. These are: eliminating discrimination, harassment and victimisation; advancing equality of opportunity; and fostering good relations.

The How:

The guidance and the evidence template are combined into one document for ease of access and usage, including questions that set out to act as useful prompts to service areas at each stage. The assessment comprises two parts: a screening part, and a full report part.

Screening (Part One) enables energies to be focussed on the service changes for which there are potentially important equalities and human rights implications. If screening indicates that the impact is likely to be positive overall, or is likely to have a medium or low negative or positive impact on certain groups of people, a full report is not required. Energies should instead focus on review and monitoring and ongoing evidence collection, enabling incremental improvements and adjustments that will lead to overall positive impacts for all groups in Shropshire.

A full report (Part Two) needs to be carried out where screening indicates that there are considered to be or likely to be significant negative impacts for certain groups of people, and/or where there are human rights implications. Where there is some uncertainty as to what decision

to reach based on the evidence available, a full report is recommended, as it enables more evidence to be collected that will help the service area to reach an informed opinion.

Shropshire Council Part 1 ESIIA: initial screening and assessment

Please note: prompt questions and guidance within boxes are in italics. You are welcome to type over them when completing this form. Please extend the boxes if you need more space for your commentary.

Name of service change

Former Oakland School site development, Bayston Hill

Aims of the service change and description

Summary and recommendations

Oakland Primary School and Longmeadow CE Primary and Nursery School were discontinued on 31 August 2009 as part of Shropshire Council's school re-organisation. The Oakland school site, owned by Shropshire Council was vacated in 2010 and subsequently declared surplus to the educational requirements, although is currently used for storage purposes. Neighbouring landowner, The Diocese of Lichfield has also earmarked the adjoining site known locally as the 'Glebe land' for disposal. There is an opportunity to create a single housing development that could also accommodate new community facilities. The Cabinet report that that this ESIIA accompanies – 'Former Oakland School site development, Bayston Hill', identifies the opportunities, potential risks, and the consultations that have taken place with the Bayston Hill community and the report recommends several actions including the submission of outline planning applications.

As part of the statutory process for the discontinuance of the school, Cabinet has already agreed for the receipts from the disposal of its Oakland site to be ring-fenced for the purposes of education, Learning and Skills.

A 'Landowners Development Brief' (The Brief) for future developers has been brought forward by the Oakland and Glebeland Steering Group and will be used by developers to understand the potential of the sites. The Brief describes what Shropshire Council and the Diocese of Lichfield, the principal landowners, wish to see delivered by developers. The Brief has been created following consultation on with the local community.

Recommendations within the Cabinet report 'Former Oakland School site development':

1. Approve the Landowners Development Brief for developers
2. Approve the submission of outline planning application in conjunction with the Diocese of Lichfield

Background

The former Oakland Primary School site, consisting of school building, parking area and school grounds is owned by Shropshire Council. The school closed in 2009 when the Oakland and

Longmeadow schools merged to form Oakmeadow Primary School. The Oakland school site was declared surplus to requirements and earmarked for disposal. As part of the statutory process for the discontinuance of the school, on 15th February 2011, Cabinet agreed the above and agreed for the receipts from the sale of the Oakland site to be ring-fenced for education (Learning and Skills), subject to Secretary of State approval. Secretary of State approval was granted in August 2016.

Any sale of land used as playing fields within the last 10 years is subject to the acquisition of the Secretary of State for Education approval under Section 77 of the School Standards and Framework Act 1998, and also Schedule 1 to the Academies Act 2010. The process for this included public consultation and the submission of applications to the Education Funding Agency (EFA), who then scrutinized applications and supporting documents prior to them being forwarded to the School Playing Fields Advisory Panel which consisted of representatives from:

Fields in Trust, Learning through Landscapes, Local Government Association, National Association of Head Teachers, Sport & Recreation Alliance.

The panel in turn advised the Secretary of State on their recommendation as to whether the disposal was the right course of action.

In respect of the Shropshire situation; applications for the disposal of the playing fields at four schools were submitted in 2013/14 to the Education Funding Agency (EFA). EFA officers visited Shropshire Council on 4 December 2015 to discuss each submission and final queries were discussed. This meeting paved the way to the most recent submission of the applications in January 2016. These have been reviewed by the case officer and on 26 August 2016 Shropshire Council were formally notified that the Secretary of State consent to the disposal of the playing field at the school site on the understanding that the capital proceeds are to be spent as outlined in the Councils application dated 14th June 2013.

Options in 2009 were to sell the site to developers in its entirety, or sell the site with community input through consultation taking on board community aspirations through the Parish and Place Plans. The latter approach was the route taken. At the end of 2012 the Diocese of Lichfield approached Shropshire Council sharing their intention to sell the adjoining Glebe land and their wish to explore the possibility of developing the two sites in co-ordination.

Shropshire Council in its capacity as Local Authority explored the wider potential that two sites could deliver as opposed to two single sites thus maximising community benefit but potentially reducing overall capital receipts. Due to the number of potential stakeholders involved in this work, a Steering Group was created in 2013.

The group consisted of representatives from the Diocese of Lichfield and their agent Balfour's, Shropshire Council's Learning & Skills, Bayston Hill Ward Member, Bayston Hill Scouts, Christ Church, York House (Livability), Shropshire Council's Community Enablement Team, and Estates and Facilities, Bayston Hill Parish Council. This group was chaired by the Head of Infrastructure and Communities at Shropshire Council. The groups function was to facilitate discussions looking at the development of the wider site which would incorporate the Diocese's Glebe land and

Shropshire Councils former Oakland School. Another core function of the steering group was to listen to community views and take on board comments in both the Place and Parish plans.

During Steering Group discussions it was generally accepted that greater opportunities and community benefits could be generated by the development of the two individual sites as one wider development, however, both sites would potentially not receive their maximum capital receipt due to this approach. The Diocese of Lichfield have stated from the outset that this is an opportunity for the community that they wholly wish to support. The profits of each site would be retained by the respective land owners.

The Brief for developers has been produced to look at the various aspects of a joint site proposal including; opportunities arising from the development, the nature of the site and size of its surrounding, planning policy context, development considerations and planning application requirements.

A key task for the Steering Group has been to bring forward the Brief for the overall site. This document's aim is to provide a balanced approach to development, maximising capital receipts for the principal land owners whilst also realising the wider community benefits that should be delivered for local residents.

The Brief has been the subject of ongoing consultation undertaken between Shropshire Council, the Steering Group (representing all interested landowners), the Parish Council, the local community and any other interested parties. Internal consultations have also been undertaken. Comments received as a result of these consultations have all been given full consideration, and where appropriate, the Brief has been amended with any required changes. The document seeks to inform developers and other interested parties of the opportunities and constraints presented by the site, and the type and scale of development expected and encouraged by local (and national) planning policies. The final draft of the document forms Appendix 3 to this Cabinet Report, and is proposed to be approved by Shropshire Council Cabinet. The Brief has guided the production of a Masterplan (Appendix 4), and these two documents will provide a firm basis for submission of any future planning application for development of the area.

Since the closure of the former Oakland School, there has been community interest in retaining some of the site for some community use/facilities. Evidence can be found in the 2006 Parish Plan, 2010 Parish Plan review and the Place Plan annual conversations. Further consultation with the community has been undertaken via the Parish Council and the Local Joint Committee (LJC) which looked at all community views. A list of community uses for the site taking in to consideration all other existing community facilities in Bayston Hill was drawn up – these were to provide a community hub with Library and a Parish Council Office, flexible use space, meeting rooms and options for home working/business use.

Further community engagement regarding the wider development site opportunities (Glebe land and Oakland School site) took place during 2014-15. The main concern from residents was the loss of the Diocese owned Glebe land that has been leased to Bayston Hill Parish Council by the Diocese over a long-term lease period. There were also concerns regarding parking, size and

number of housing, concerns regarding primary school places and concerns about loss of a Library service. (Appendix 2 of Former Oakland site development Cabinet report 27/09/17)

As detailed in the 14th October 2015 Cabinet Report Redesigning Shropshire Council's Library Service and Customer Service Points,

<https://shropshire.gov.uk/committee-services/documents/s9365/11%20Redesigning%20Shropshire%20Councils%20Library%20Service%20and%20Customer%20Service%20Points.pdf>,

Shropshire Council Library Service are undertaking a large scale evaluation of their libraries. The Library Service has identified Bayston Hill Library as a service which must be transferred over in to community ownership in order for it to maintain its full function.

The Library service has been identified as a key Stakeholder in any new Community hub building developed as part of the site detailed within the development brief. Current Library facilities are in need of extensive refurbishment and upgrading. The current Library site also suffers with a lack of car parking spaces with users having to use street parking which through consultation came back as a community concern. The current site also suffers from high energy consumption due to the relatively large unused storage space in the old garage. The building is not economically viable for small community based organisations to manage.

The proposal to develop a new community hub building as part of the sites wider development has the potential to ensure the future of a Library service in Bayston Hill. The intended proposal would remove Council management responsibility for the service whilst maintaining overall control of the building. The plot of land the current library sits on has been earmarked to be sold for development and is referred to in the Brief. It is proposed that Shropshire Council applies for outline planning permission for development of this site. Any new 'hub' building that is developed as part of the wider site, is proposed to be kept under ownership by Shropshire Council and leased out on a long term lease to a new management organisation.

Intended audiences and target groups for the service change

NB This ESIIA relates to the proposal by Shropshire Council to develop the former Oakland school site.

All residents of Bayston Hill and the surrounding area.

Key facts: Bayston Hill Parish (note that users of the library may live outside the Parish boundary)

A full Ward profile can be found here <https://new.shropshire.gov.uk/media/5539/bayston-hill-column-and-sutton-ward-profile-2017.pdf>

Key community and demographic facts we will be taking into consideration within this ESIIA and in our decision making;

KEY FACTS Bayston Hill Parish

APPENDIX 5

CABINET – 27 September 2017

Former Oakland School site development, Bayston Hill

Area	864.0 hectares
Population density	5.90 persons per hectare
Total population	5079 (2488 males, 2591 females)
Household population	5020 (98.8%)
Households:	2125
Dwellings:	2172
Communal Establishment no./ population	4 Communal Establishments 59 residents (1.2% of total population)

Source: 2011 Census, Office for National Statistics, © Crown Copyright 2015.

Bayston Hill – Population age structure	
Early years	4.2% (212 children) of the population were aged 0 to 4 years in March 2011. This compares with 5.1% at County level, 6.3% regionally and 6.3% nationally.
School age	13.6% (690 children) of the population were aged 5 to 17 years in March 2011. This compares with 14.9% at County level, 15.8% regionally and 15.1% nationally.
Working age	57.7% (2931 people) of the population were aged 18 to 64 years in March 2011. This compares with 59.3% at County level, 61.0% regionally and 62.3% nationally.
Retirement age	24.5% (1246 people) of the population were aged 65 and over in March 2011. This compares with 20.7% at County level, 16.9% regionally and 16.3% nationally.
Over 85 year olds	3.3% (167) of the population were aged 85 and over in March 2011. This compares with 2.7% at County level, 2.2% regionally and 2.2% nationally.

Source: 2011 Census, Office for National Statistics, © Crown Copyright 2015.

Evidence used for screening of the service change

Oakland Glebeland Steering group

Due to the complex nature of the development project and number of stakeholder involved, the Oakland Glebeland Steering Group was set up and is chaired by Shropshire Council's Head of Infrastructure and Communities. The group consists of representatives from the Diocese of Lichfield and their agent Balfours, Shropshire Council's Learning & Skills service, Bayston Hill Ward Member, Bayston Hill Scouts, Christ Church, York House (Livability), Shropshire Council's Community Enablement Team, Assets and Estates, Bayston Hill Parish Council. The group's function is to facilitate discussions on the development of the wider site incorporating the Diocese's Glebe land and Shropshire Councils former Oakland School site. Another core function of the steering group is to listen and take on board community views.

Data, information and intelligence

In addition to the information and intelligence we have gathered from the community, Parish Council, Oakland Glebeland Steering Group and Stakeholders, we have gathered, analysed and

understood statistical data relating to Bayston Hill to complete this ESIA and inform decision making.

Cabinet Report 14th October 2015 - Redesigning Shropshire Council's Library Service and Customer Service Points

Cabinet Report 15th February 2011 – School Organisation in Shropshire – Report on Consultation and Identification of Next Steps.

Bayston Hill Parish Plan 2006/ Refresh 2010

Place Plan: <https://www.shropshire.gov.uk/media/1823570/Shrewsbury-2015-2016-Final.pdf>

Local Plan : <http://shropshire.gov.uk/planning-policy/local-plan/>

Specific consultation and engagement with intended audiences and target groups for the service change

Throughout this process the views aired by the community have been key in guiding the shaping of the development and potential outcomes.

These views include the need for mixed tenure housing for local people which has been incorporated into the 'Landowner Development Brief', the retention of as much green space as possible and protection of ancient hedgerow boundaries and trees on site.

Proposed Community Hub facilities have been guided by the needs expressed by the Community whilst trying to complement and enhance existing provision. Retention of library services has been key to this and has led to the forward thinking of Parish Council to assist with service funding going forward.

Community engagement and Consultation timeline: Oakland Glebeland

Date	Meeting/ activity	Detail	Audience
2006/2010	Bayston Hill conducted a Parish plan in 2006 and a refresh in 2010	82% of respondents expressed an interest in the site being retained for community use.	Whole community
October 2011	Bayston Hill LJC meeting	Discussion on the Parish Plan gave indication that people were still interested in site's future. Responses included move library to Oaklands site	Whole community

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		and connect IT facility, put events on at Oaklands, Doctors, dentist, and opticians.	
July/Aug 2012	Bayston Hill Parish Council asked for residents thoughts on the site via 'The Villager' magazine	Responses included; Parish 'hub', library and parish office , relocating the library with customer service point and associated facilities, allotments, community orchard and gardens, retaining sports field development of existing school building to house community activities for young and old, therapeutic and educational facilities, children's play area, site for retirement accommodation, sheltered housing, supported living for adults with disabilities.	Whole community
18 th September 2012	Community 'Drop-in session	Community 'Drop-in session was held on 18 th September 2012 at Oakmeadow School for the Parish council and Shropshire council to share information on the site and ask for resident's thoughts and aspirations on the type of community facilities could be added. Ideas include relocation of library with café/ meeting room(s)/reading room, parish office, green space, play area, Space for youth club, scout hut, allotments, retirement housing, affordable homes, mixed homes.	Whole community
4 th October 2012	Bayston Hill Local Joint Committee	Update on progress http://shropshire.gov.uk/committee-services/Data/Bayston%20Hill%20Local%20Joint%20Committee/20131024/Agenda/3%20notes%20270613.pdf	Whole community
4 th December 2012	Community Working group meeting	In December, a working group of residents had met to consider the results of the public consultation which had taken place in the autumn. Some realistic suggestions for a community hub on part of the site had then been reported back to Shropshire Council. These had included proposals to re-site the library and parish office and include a multi-use room, with some outside green space.	Self- selected group of community members interested in the Community hub facility development Approx. 20 people
27 th June 2013	Bayston Hill LJC meeting	Feedback and update on project http://shropshire.gov.uk/committee-services/Data/Bayston%20Hill%20Local%20Joint%20Committee/20131024/Agenda/3%20notes%20270613.pdf	Whole community
14 th October 2013	Community working group meeting	Progression of suggestions and need for the Community facility	Self-selected group of interested community members interested in the community hub

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				<p>number of primary school aged children and the affect it could have on the local Primary School</p> <p>Mitigation plans in place: Any effect on local School provision will be identified within the formal planning process.</p>
<p>Disability (please include: mental health conditions and syndromes including autism; physical disabilities or impairments; learning disabilities; Multiple Sclerosis; cancer; HIV)</p>				<p>√</p> <p>Potential risk: Impact on adults with learning disabilities given the close proximity to York House</p> <p>Mitigation plans in place: York House have been involved in discussions throughout the past two years and have themselves offered solutions to help mitigate any potential risks associated with the development, including increasing the level of boundary screening.</p>
<p>Gender re-assignment (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)</p>				√
<p>Marriage and Civil Partnership (please include associated aspects: caring responsibility, potential for bullying and harassment)</p>				√
<p>Pregnancy & Maternity (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)</p>				√
<p>Race (please include: ethnicity, nationality, culture, language, gypsy, traveller)</p>				√
<p>Religion and belief (please include: Buddhism, Christianity, Hinduism, Islam, Judaism, Non conformists; Rastafarianism; Sikhism, Shinto, Taoism, Zoroastrianism, and any others)</p>				√

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Sex (please include associated aspects: safety, caring responsibility, potential for bullying and harassment)				√
Sexual Orientation (please include associated aspects: safety; caring responsibility; potential for bullying and harassment)				√
Other: Social Inclusion (please include families and friends with caring responsibilities; people with health inequalities; households in poverty; refugees and asylum seekers; rural communities; people for whom there are safeguarding concerns; people you consider to be vulnerable)			√ positive impact New community facilities will offer opportunities for social inclusion	√

Guidance on what a negative impact might look like

High Negative	Significant potential impact, risk of exposure, history of complaints, no mitigating measures in place or no evidence available: urgent need for consultation with customers, general public, workforce
Medium Negative	Some potential impact, some mitigating measures in place but no evidence available how effective they are: would be beneficial to consult with customers, general public, workforce
Low Negative	Almost bordering on non-relevance to the ESIIA process (heavily legislation led, very little discretion can be exercised, limited public facing aspect, national policy affecting degree of local impact possible)

Decision, review and monitoring

Decision	Yes	No
Part One ESIIA Only?	√	
Proceed to Part Two Full Report?		

If Part One, please now use the boxes below and sign off at the foot of the page. If Part Two, please move on to the full report stage.

Actions to mitigate negative impact or enhance positive impact of the service change
<i>NB This is a live document and will continue to be updated throughout the development process.</i>
The development of the former Oakland School site offers a variety of potential opportunities

for Shropshire Council and the local community with further opportunities arising out of a joint development proposal with the Diocese of Lichfield including:

- A range of housing sizes and types identified for local housing need.
- A new purpose built community building that future proofs facilities and services for residents including a library.
- A central hub of services managed by the Parish Council.
- Provision of public open space and recreation area
- Improved community resilience through the enhancement of community facilities
- Development of an area that has been targeted by those perpetrating anti-social behaviour on its grounds
- Increase and improve the general parking issues in the immediate surrounding area of the development site.
- Provide a new vicarage for the Parish, including space for confidential discussions where appropriate.

Potential Risk: Loss of School site / places

Mitigation plans in place: Risk mitigated by the provision of a new School site (Oak Meadow) which has the capacity to support the new influx of children expected from the new development. Secretary of State approval has also been sought as per the authorities' statutory duty.

Potential risk: Development potential could lead to increased number of primary school aged children and the affect it could have on the local Primary School

Mitigation plans in place: Any effect on local School provision will be identified within the formal planning process.

Potential risk: Impact on adults with learning disabilities given the close proximity to York House

Mitigation plans in place: York House/ Livability are part of the Steering Group and have been involved in discussions throughout the past two years and have themselves offered solutions to help mitigate any potential risks associated with the development, including increasing the level of boundary screening.

Potential risk: Loss of Scouting facilities

Mitigation plans in place: Land has been identified near Stanley Parker Bowls club which can host the Scouts, should they wish to move. External funding will be sought, and a fair settlement from the Diocese reached for their existing leased land. There is also Scouting and Guiding representation on the Steering group.

Actions to review and monitor the impact of the service change
Steering group: Regular steering group meetings

Continuance of wider community engagement and feedback through the Parish Council, LJC meetings, Community drop-in events, use of community email contact lists, Parish Magazine and social media feeds, Parish Council website.



Scrutiny at Part One screening stage

People involved	Signatures	Date
Lead officer carrying out the screening	Lucy Roberts	20/9/17
Any internal support*		
Any external support**		
Head of service	Chris Edwards	20/9/17

*This refers to other officers within the service area

**This refers either to support external to the service but within the Council, e.g. from the Rurality and Equalities Specialist, or support external to the Council, e.g. from a peer authority

Sign off at Part One screening stage

Name	Signatures	Date
Lead officer's name		25/09/17
Head of service's name		25/09/2017