



**BROMSGROVE DISTRICT COUNCIL**

**MEETING OF THE CABINET**

WEDNESDAY 1ST JUNE 2011, AT 6.00 P.M.

THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

**SUPPLEMENTARY DOCUMENTATION**

The attached papers were tabled at the meeting as an additional item to be added to the Agenda previously distributed relating to the above mentioned meeting.

12. Artrix Right of Way Update (Pages 1 - 18)

K. DICKS  
Chief Executive

The Council House  
Burcot Lane  
BROMSGROVE  
Worcestershire  
B60 1AA

3rd June 2011

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## BROMSGROVE DISTRICT COUNCIL

### **CABINET**

01 June 2011

#### **ARTRIX RIGHT OF WAY-UPDATE REPORT**

Relevant Portfolio Holder	Councillor M. Bullivant
Relevant Head of Service	Claire Felton – Head of Legal, Equalities and Democratic Services
Non-Key Decision	

#### **1. SUMMARY OF PROPOSALS**

- 1.1 The purpose of this report is to update Members in relation to the proposed development by the police of land owned by New College at Slideslow Drive for the purposes of building a new combined police and fire station.
- 1.2 This matter was last considered by Cabinet on 08 September 2010. At that stage the Bromsgrove Arts Development Trust (referred to as the Holding Trust for the purposes of this report) had become involved as the police required an additional egress route for emergency vehicles to be constructed which it was proposed would pass over land forming part of the car park of the Artrix. Members will recall that the land in question falls under the control of the Holding Trust and that ownership of the registered title at the Land Registry is in the name of Bromsgrove District Council who act as the bare trustees on behalf of the Holding Trust. The land is subject to a lease between Bromsgrove District Council (as bare Trustee), the Holding Trust (as Lessor) and the Bromsgrove Arts Centre Trust (referred to as the Operating Trust) (as Lessee) granted in 2003.
- 1.3 At the meeting on 08 September Cabinet in its capacity as bare trustee agreed to the request of the Holding Trust to grant an easement. A number of conditions were attached and a copy of the relevant minute is attached at Appendix 1. Since that meeting there have been a number of changes to the proposal the most significant being that the proposed route of the access way has changed and that the police have now offered to purchase the land from the Holding Trust. The Holding Trust met to consider the latest proposals on 25 May 2011 and Cabinet are now asked to consider and implement the recommendations made by the Holding Trust.

#### **2. RECOMMENDATIONS**

- 2.1 Cabinet members are asked to consider and take the necessary steps in their capacity as Bare Trustees, to implement the request from Bromsgrove Arts Development Trust (known as the Holding Trust) :-
- 2.1.1 To sell the land coloured red on the plan at Appendix 2 to West Mercia Police for the sum of £8250 subject to the following conditions;

1. That written confirmation is received from the Operating Trust confirming it's agreement to the revised egress;
2. That the egress is only used for emergency vehicles;
3. That emergency vehicles may exit onto School Drive for the egress but may not use the egress to re-enter the police/fire station;
4. That signs are erected by the police to warn members of the public and pedestrians of the egress;
5. That police sirens are not used by emergency vehicles when exiting from the police/ fire station on the egress road;
6. That the matters referred to above be secured either as part of the legal documents for the transfer or by way of a separate legal agreement between the Holding Trust and West Mercia Police;
7. That West Mercia Police agree to undertake to pay all the costs reasonably incurred in connection with the preparation, negotiation and completion of all legal documentation.

2.1.2 To release NEW College and their successors in title from the covenant in the 2003 Transfer Deed under which the college is currently required to provide 20 overspill parking places.

2.2 If the Cabinet is minded to agree to the above;

1. That authority is delegated to the Head of Legal, Equalities and Democratic Services in consultation with the Portfolio Holder and the Director of Finance and Corporate Resources to:-
  - (a) Agree the terms of the sale of the land to West Mercia Police and that this should incorporate the conditional elements detailed above; and
  - (b) Approve and implement any associated legal documents relating to the sale of the land and variation of the lease between BDC, the Holding Trust and the Operating Trust.
  - (c) Approve and implement any associated legal documents relating to the release of the covenant in the 2003 Transfer Deed as to overspill parking places.

**3. BACKGROUND**

- 3.1 In 2003 the Arts Development Trust (known as the Artrix Holding Trust) was created to hold the freehold of the land on which the Artrix sits. The land was registered in the name of Bromsgrove District Council as Bare Trustee for the Holding Trust. A lease was entered into between Bromsgrove District Council as bare trustee, The Holding Trust (as lessor) and the Bromsgrove Arts Centre Trust (known as the Operating Trust) (as lessee) in 2003 at a peppercorn rent.
- 3.2 In 2010 the Police and Fire and Rescue Service approached both the Operating Trust and Holding Trust with proposals to build a new purpose built combined police and fire station on land currently owned by New College at Slideslow Drive. As part of the proposal an additional egress for emergency vehicles was needed which it was proposed by the police would be built over land forming part of the Artrix car park. The police requested the granting of an easement over the land. The Operating Trust and the Holding Trust both consented to this arrangement subject to various conditions being complied with. The Cabinet in its role as bare trustee agreed to the proposal and gave delegated authority to the Head of Legal, Equalities and Democratic Services to agree the terms of the easement and implement the associated legal documents for the easement and the variation of the lease of the Operating Trust. The full details of what was agreed by Cabinet on 08 September 2010 are set out in the Minutes at Appendix 1.

**4. KEY ISSUES**

- 4.1 Since the Cabinet meeting on 08 September 2010 it has been established that the body who will be making the planning application and building the new combined police and fire station will be the police. They will then enter into an agreement for the fire and rescue service to use the building. As to the location and design of the egress, a number of changes have been proposed by the police. As referred to above, originally the access way was to pass over the Artrix car park and share the same exit onto School Drive. This led to a number of concerns as to the dual use of the land in question as both an access way and a car park. However, the proposed position of the road has now changed significantly. A copy of the final plan is attached at Appendix 2. This shows that the access way has been moved a short distance away from its previous position and will now be an entirely separate road not passing over any part of the Artrix car park. The access way will have its own exit onto

School Drive. A portion of the access way does still pass over land owned by the Artrix and this is shown as the area coloured red on the plan.

- 4.2 Under the previous arrangements the only option for trustees to consider was the granting of an easement, in other words giving permission for the police and fire service vehicles to pass over the land in question. However, after the latest drawings were received discussions took place as to whether as an alternative the police might wish to buy the land and an independent valuation was obtained. The valuer assessed that the valuation would be the same amount for either a sale or the granting of an easement and he recommended a valuation of £8250.
- 4.3 With regard to the additional conditions it was reported to the Holding Trustees when they met on 25 May that these points have now been addressed by the police and will form part of the Planning Application. The update provided by the police for the Holding Trust was as follows:-

**Police and Fire Station Development - Update**

- *The pre-application meeting showed that the measures previously requested by the Artrix Operating Trust have been incorporated into the planning application. To include:*
  1. *Station egress by the Artrix to be of a 'low-noise' construct*
  2. *Physical barriers to prevent entry to the Blue-Light Campus from School Drive*
  3. *Reconstructed or resurfaced pavement adjacent to the North Bromsgrove High School (Full scope of works to be agreed with Worcestershire County Council)*
  4. *Resurfaced pavement opposite North Bromsgrove High School (Full scope of works to be agreed with Worcestershire County Council)*
  5. *Improved lighting on School Drive where new egress route is to be situated adjacent to the Artrix entrance / Blue-Light egress / Footpath to Shenstone Close*
- *The playing field will be remain unchanged with improvements to drainage and playing surface*

- *The application also shows the emergency egress has moved further away from the Artrix than anticipated and now bypasses the car park to the front of the Artrix. Only a small area of grassed land belonging to the Artrix is now required.*

In terms of timing the police advise that the planning application is now expected to be submitted in July 2011 to allow time for public consultation. Members will recall that the measures listed at 1 to 5 above were going to be included as extra conditions to be attached the easement. As can be seen, these points are now going to be addressed in any event as part of the planning application. It will be open to the Local Planning Authority to impose conditions on the planning permission as to the construction material to be used. The highway improvements at 3 to 5 would usually be included in a section 106 agreement.

- 4.4 Prior to the meeting of the Holding Trust an offer was received from the police to purchase the land for the valuation of £8250. At the meeting the Trustees decided to accept the offer and proceed on the basis of a sale instead of the granting of an easement. The trustees reviewed the terms of the previous agreement with the police and decided to delete certain requirements which no longer apply under the new proposal. The wording set out below summarises the decision taken to proceed by way of a sale rather than an easement:-

1. Subject to written confirmation from the Operating Trust (BACT) of it's agreement to the revised egress, that the Holding Trust agrees to make a recommendation to the Council to sell in place of granting an easement over the land referred to in the valuation report dated 09 May 2011 to West Mercia Police for the sum of £8250 subject to the following conditions:-

- a) That the egress is only used for emergency vehicles;
- b) That emergency vehicles may exit onto School Drive from the egress but may not use the egress to re-enter the police/fire station;
- c) That signs are erected by the police to warn members of the public and pedestrians of the egress;
- d) That police sirens are not used by emergency vehicles when exiting from the police/ fire station on the egress road;
- e) That the matters referred to above be secured either as part of the legal documents for the transfer or by way of a separate legal agreement between the Holding Trust and West Mercia Police.

2. That the Council as owners of the land and as bare trustees on behalf of the Holding Trust accept a recommendation to proceed with the sale as soon as possible and that the decision of the Holding Trust be reported as an urgent item to Cabinet on 01 June 2011.
  3. That all costs associated with the sale be paid by West Mercia Police in connection with the preparation, negotiation and completion of all legal documents.
  4. That the proceeds of sale are applied towards the purchase of a Digital sound system by the Operating Trust (BACT), given there is no mandate to hold the proceeds.
  5. That the Council accept a recommendation to take the necessary steps on behalf of the Holding Trust for the college and their successors in title to be released from the covenant in the 2003 Transfer Deed under which they are currently required to provide 20 overspill parking places.
- 4.5 Accordingly, Cabinet is now asked to consider the outcome of the Holding Trust meeting on 25 May and implement the steps required to enable the sale of the land and associated legal transactions to go ahead.

**5. FINANCIAL IMPLICATIONS**

- 5.1 The value of the land has been assessed as £8250 which the police have agreed to pay. These funds will be transferred to the Operating Trust as referred to above. The legal costs relating to the transfer of the land are to be met by the police.

**6. LEGAL IMPLICATIONS**

- 6.1 If the Cabinet, acting as bare trustee, is minded to approve the Police proposal this will be subject to the grant of planning permission and Planning Committee will need to agree and authorise that. Bromsgrove District Council who is the bare trustee on behalf of the Bromsgrove Arts Development Trust (the Holding Trust) but title owners will need to transfer confer the land to the Police. The existing Lease of the land will have to be varied to reflect that part of the land will have been sold to the police. It may be that a Variation or Surrender and Re-grant of the Lease may be appropriate. This will need to be discussed further between the Council and the Operating Trust.



6.2 There may be other documents that will have to be drafted and signed. West Mercia Police has agreed to pay all reasonable costs implementing the legal changes that are required.

6.3 Where there is a bare trust, a trustee has no discretion over the assets held in trust and no active duties to perform. The Trustee must simply follow the instructions of the beneficiary in relation to the assets held in trust. However, they are obliged to act upon the instructions of the trust instrument. Set out below is the relevant extract from the declaration of trust document for the Holding Trust stating what the objects of the trust are.

*2.1 To advance education in and increase appreciation and understanding of all forms of the arts amongst members of the public including (without limitation) the arts of drama, dance, music and performance and visual arts generally in particular but without limitation:-*

*2.1.1 by presenting, producing, organising or promoting or procuring to be presented, produced, organised or promoted either alone or with others performances of music, drama, dance or any other form of arts:*

*2.1.2 by providing organising or promoting classes and courses in drama, music, painting or any other form of the arts.*

*2.2 To provide or assist in the provision of facilities for recreation or other leisure-time occupation with the object of improving the conditions of life for members of the public in the interests of social welfare.*

6.4 Although bare trustees have no active duties to perform they must still comply with the fiduciary duties owed by all trustees as well as with the general duty of skill and care owed by trustees.

6.5 As bare trustee the Council owe a common law duty of care to the Arts Development Trust, which basically means that they "must take all those reasonable precautions which a prudent man of business would take in managing similar affairs of his own."

6.6 Trustees also have fiduciary duties, which can be summarised as follows:

- To act in good faith and with undivided loyalty to their beneficiary;
- Not to make a profit from their position as a trustee;

- Not to place themselves in a position where their own interests conflict with their duties as a trustee; and
- Not to act to their own advantage or to the advantage of a third party without the fully informed consent of the beneficiary.

6.7 Of particular relevance in the current situation will be the duty to obtain the fully informed consent of the beneficiary. It is understood that in this case the consent of the Arts Development Trust to the granting of the easement has been obtained and so this duty seems to have been complied with provided that their consent is "fully informed" although it would be necessary for this fact to be ascertained in writing before proceeding with the sale. There are also certain requirements imposed under the Charities Act. However, in this case these have been addressed by the Holding Trust having obtained and considered a valuation report.

**7. POLICY IMPLICATIONS**

7.1 There are none directly associated with this report

**8. COUNCIL OBJECTIVES**

8.1 This section of the report is used to set out the relevant Council Objectives which would apply to the decision being taken. Members are asked to note that in this instance they are taking the decision as bare trustee and accordingly the relevant factors are those set out in paragraph 6.3 of the report. It is these matters that members must have regard to as opposed to the Council objectives.

**9. RISK MANAGEMENT INCLUDING HEALTH & SAFETY CONSIDERATIONS**

9.1 The risks associated with this report are in relation to the Council in its capacity as Bare Trustee which are set out above in the main body of the report.

**10. CUSTOMER IMPLICATIONS**

10.1 There are none directly associated with this report

**11. EQUALITIES AND DIVERSITY IMPLICATIONS**

11.1 There are none directly associated with this report

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**12. VALUE FOR MONEY IMPLICATIONS, PROCUREMENT AND ASSET MANAGEMENT**

12.1 There are none directly associated with this report

**13. CLIMATE CHANGE, CARBON IMPLICATIONS AND BIODIVERSITY**

13.1 Modern buildings are much more efficient to run than old buildings and the rationalisation of 2 stations into one will reduce the ongoing carbon footprint of both services in Bromsgrove

**14. HUMAN RESOURCES IMPLICATIONS**

14.1 There are none directly associated with this report

**15. GOVERNANCE/PERFORMANCE MANAGEMENT IMPLICATIONS**

15.1 There are none directly associated with this report

**16. COMMUNITY SAFETY IMPLICATIONS INCLUDING SECTION 17 OF CRIME AND DISORDER ACT 1998**

16.1 There are none directly associated with this report

**17. HEALTH INEQUALITIES IMPLICATIONS**

17.1 There are none directly associated with this report

**18. LESSONS LEARNT**

18.1 There are none directly associated with this report

**19. COMMUNITY AND STAKEHOLDER ENGAGEMENT**

19.1 There are none directly associated with this report

**20. OTHERS CONSULTED ON THE REPORT**

Portfolio Holder	Yes
Chief Executive	Yes
Executive Director (S151 Officer)	Yes

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Executive Director – Leisure, Cultural, Environmental and Community Services	Yes
Executive Director – Planning & Regeneration, Regulatory and Housing Services	No
Director of Policy, Performance and Partnerships	No
Head of Service	Yes
Head of Resources	Yes
Head of Legal, Equalities & Democratic Services	Yes
Corporate Procurement Team	No

**21. WARDS AFFECTED**

St Johns

**22. APPENDICES**

Appendix 1     Minute of Cabinet on 08 September 2010  
Appendix 2     Plan of Revised egress

**23. BACKGROUND PAPERS**

- Cabinet report on Artrix Right of Way dated 08 September 2010
- Minutes of the Artrix Holding Trust and Operating Trust

**AUTHOR OF REPORT**

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# APPENDIX 1

## BROMSGROVE DISTRICT COUNCIL

### MEETING OF THE CABINET

WEDNESDAY, 8TH SEPTEMBER 2010, AT 4.00 P.M.

PRESENT: Councillors R. Hollingworth (Chairman), G. N. Denaro (Vice-Chairman),  
Mrs. J. Dyer M.B.E. and Mrs. M. A. Sherrey JP

Officers: Mr. K. Dicks, Ms. J. Pickering, Mrs. C. Felton, Mr. J. Godwin,  
Mrs. A. Scarce and Ms. R. Cole.

46/09 **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Dr. D. W. P. Booth JP.

47/09 **DECLARATIONS OF INTEREST**

Councillor Mrs. M. A. Sherrey declared a personal interest in agenda item 11 (Artrix Right of Way) as a Member of the Arts Centre Operating Trust.

Councillors G. N. Denaro, Mrs J. Dyer M. B. E. and R. Hollingworth declared a personal interest in agenda item 11 (Artrix Right of Way) as Members of the Arts Centre Holding Trust.

48/09 **MINUTES**

The minutes of the meeting of the Cabinet held on 4th August 2010 were submitted.

**RESOLVED** that the minutes be confirmed as a correct record.

49/09 **JOINT OVERVIEW AND SCRUTINY BOARD**

The minutes of the meeting of the Joint Overview and Scrutiny Board held on 22nd July 2010 were submitted.

**RESOLVED** that the minutes be noted.

50/09 **OVERVIEW BOARD**

The minutes of the meeting of the Overview Board held on 27th July 2010 were submitted.

**RESOLVED:**

(a) that the minutes be noted;

- (b) that the recommendations contained at Minute Nos. 16/10 and 17/10 relating to officer representation on the countywide groups shaping development of the new Older Persons Strategy and the Planning Peer Review respectively be approved; and
- (c) that the recommendation contained at Minute No 19/10 relating to a member of the Community Involvement in Local Democracy Task Group being invited to become involved in the Steering Group be not approved, but that it be noted that the Head of Legal, Equalities and Democratic Services would be updating the Board on the work of the Steering Group on a regular basis.

51/09 **SHARED SERVICES BOARD**

The minutes of the meeting of the Shared Services Board held on 19th August 2010 were submitted.

**RESOLVED** that the minutes be noted.

52/09 **EQUALITY AND DIVERSITY FORUM**

The minutes of the meeting of the Equality and Diversity Forum held on 10th June 2010 were submitted.

**RESOLVED** that the minutes be noted.

53/09 **VERBAL UPDATES FROM THE LEADER AND/OR OTHER CABINET MEMBERS ON ANY RECENT MEETINGS ATTENDED IN AN EX-OFFICIO CAPACITY**

Councillor Mrs. J. Dyer M.B.E. reported on her recent attendance at the Planning Summer School in York which had proved to be very worthwhile as many of the issues covered were very relevant to the Bromsgrove District.

The Leader reported on discussions which had taken place regarding a potential Local Enterprise Partnership at regional level.

54/09 **JOINT MEETING OF THE LOCAL DEVELOPMENT FRAMEWORK WORKING PARTY AND THE PLANNING COMMITTEE**

The minutes of the Joint meeting of the Local Development Framework Working Party and the Planning Committee held on 24th August 2010 were submitted.

**RESOLVED:**

- (a) that the minutes be noted; and
- (b) that the recommendation contained at Minute No 4/09 relating to the Spatial Planning Services Peer Review and Action Plan be approved.



55/09

**SPATIAL PLANNING SERVICES - PEER REVIEW ACTION PLAN**

Further to discussion on the previous item, the Cabinet considered a report on the Spatial Planning Peer Review and the Action Plan which had been produced to address the issues referred to in the Review.

Members were pleased to note that the Action Plan was assisting the Head of Planning and Regeneration together with other officers and Members to further improve the Service.

**RESOLVED** that the Spatial Planning Peer Review be noted and that the Action Plan be endorsed.

56/09

**ARTRIX - RIGHT OF WAY**

The Cabinet considered a report relating to a request made by the West Mercia Police and the Hereford and Worcester Fire and Rescue Service to the Bromsgrove Arts Development Trust (known as the Holding Trust) for permission for emergency service vehicles to have passage over land forming part of the car park to the Artrix. This would form part of an additional access route.

It was reported that the land in question was under the control of the Bromsgrove Arts Development Holding Trust with the title ownership registered at the Land Registry in the name of Bromsgrove District Council (who act as the Bare Trustees).

It was noted that as Bare Trustees Members were being asked to consider the request by the Holding Trust to grant a right of way by way of a legal easement to the Police and Fire and Rescue Service.

In their capacity as Bare Trustees it was

**RESOLVED:**

- (a) that the request from Bromsgrove Arts Development Trust (known as the Holding Trust) to grant a right of way by Deed of Easement to West Mercia Constabulary and Hereford and Worcester Fire and Rescue Service in perpetuity be approved subject to the following conditions:
1. the receipt of a formal letter from the Operating Trust confirming that they have no objection to the proposed access;
  2. that the access be restricted to the extent that vehicles will only be able to obtain egress onto School Drive and that the easement will ensure a complete prohibition of the use of the Artrix Car Park as a form of access to the site (the Car Park is demarcated in blue on the drawing attached at appendix 1 to this report);
  3. that the easement be subject to a condition that all appropriate drainage provisions required by the works, or in order to facilitate the works or resulting from the works are enabled across the

- Artrix Car Park to the satisfaction of the Council and that the cost of this work is met by the Police and Fire and rescue service;
4. that the Police and Fire and Rescue Service agree to maintain and repair the access way over the Artrix Car Park to the satisfaction of the Council;
  5. that the Police and Fire and Rescue Service agree to the production and display of appropriate signage restricting the use of the access way in accordance with the above and that they ensure that appropriate mechanisms are in place to ensure that the restrictions are adhered to and that a suitable mechanism is introduced to ensure that all vehicular traffic can only egress from the Artrix car park and there is a complete prohibition of any access from School Drive;
  6. that the Police and Fire and Rescue Service agree to engage civil/structural engineers to detail the design and specification of the access route in consultation with the Holding Trust to ensure that the route is constructed in a way that will mitigate any vibration that may be caused by the use of fire engines;
  7. that the Police and Fire and Rescue Service agree to enter into and complete a separate legal agreement between the West Mercia Police and Hereford and Worcester Fire and Rescue Service (jointly) and with the Holding Trust to ensure the upgrade to the pedestrian access in School Drive as proposed and outlined in section 4.12 of this report) takes place to the reasonable satisfaction of the Holding Trust. This agreement for the avoidance of doubt may also include other matters that cannot be legally covered within a Deed of Easement due to its limit as a right over property; and
  8. that the West Mercia Police and Hereford and Worcester Fire and Rescue Service jointly agree to undertake to pay all the costs reasonably incurred in connection with the preparation, negotiation and completion of all legal documentation.

(b) that authority be delegated to the Head of Legal, Equalities and Democratic Services in consultation with the Executive Director Resources and the Portfolio Holder to:

1. agree the terms of the easement to the Police and Fire and Rescue Service to incorporate the conditional elements detailed in (a) above; and
2. approve and implement any associated legal documents relating to the establishment of the easement and variation of the lease between Bromsgrove District Council, the Holding Trust and the Operating Trust.

57/09 LOCAL GOVERNMENT ACT 1972

RESOLVED that under Section 100 I of the Local Government Act 1972, as amended, the public be excluded from the meeting during the consideration of the item of business the subject of the following minute on the grounds that it involves the likely disclosure of "Exempt Information" as defined in part 1 of



schedule 12A to the Act, as amended, the relevant part being as set out below and that it is in the public interest to do so.

<u>Minute No.</u>	<u>Paragraphs</u>
58/10	1 and 4

58/09 **SHARED SERVICES BOARD**

The confidential minutes of the Shared Service Board held on 19th August 2010 were submitted.

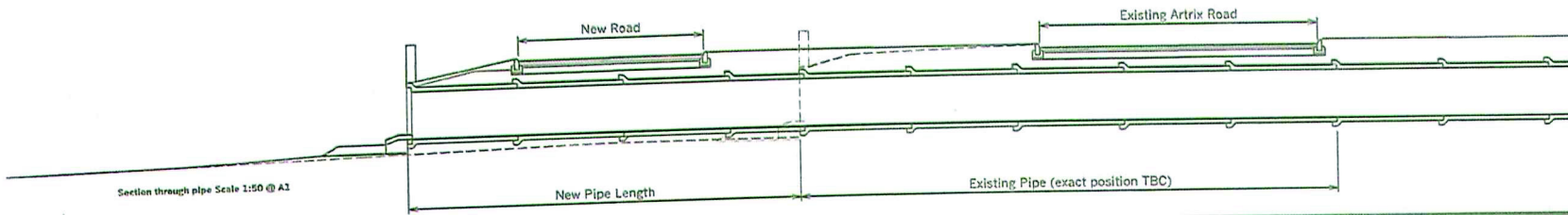
**RESOLVED** that the minutes be noted.

The meeting closed at 4.42 p.m.

Chairman



Do not scale dimensions  
of this drawing unless stated



Area of path to be surveyed

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Existing trees to be removed if possible

Path edge modified to allow culvert

New Culvert formed with retaining wall. Area not surveyed and to be explored further

Existing tree removed to allow new culvert

Existing Path

Existing Building

Existing Inspection Chambers to be reinstated?

School Drive

Existing Artrix Theatre

Existing Artrix Car Park

4000

New Section of Pipe

New Road

Existing Pipe (Location TBC)

Existing Culvert outlet existing retaining wall and concrete lip removed to allow new pipe sections.

Existing Road

New grasses area between new and old road formed

Section of existing bush removed

12400 South Hill, Birmingham, B15 2TT  
 0121 717 1111  
 www.westmercia.co.uk

**West Mercia Constabulary  
 Bromsgrove Police and Fire Centre  
 Proposed Secondary Access  
 Route to School Lane**

Drawn by: 0543 SK 40  
 Date: 17/01/11  
 Checked by:

**West Mercia Constabulary**  
 12400 South Hill, Birmingham, B15 2TT  
 0121 717 1111  
 www.westmercia.co.uk

APPENDIX 2

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