

CITY OF WESTMINSTER			
PLANNING APPLICATIONS COMMITTEE	Date 20 December 2016	Classification For General Release	
Report of Director of Planning		Ward(s) involved Bryanston And Dorset Square	
Subject of Report	9 Shouldham Street, London, W1H 5FH,		
Proposal	Alterations including erection of single storey rear extension at lower ground floor level, with ground floor roof terrace above; demolition of existing roof extension and erection of replacement roof extension with inset terrace to front and rooflights to the rear; replacement of two ear windows and internal alterations.		
Agent	Iceni Projects		
On behalf of	Ms Sleeper		
Registered Number	16/08511/FULL & 16/08512/LBC	Date amended/ completed	27 September 2016
Date Application Received	5 September 2016		
Historic Building Grade	II		
Conservation Area	Molyneux Street		

1. RECOMMENDATION

- i. Grant conditional permission.
- ii. Grant conditional listed building consent.
- iii. Agree the reasons for granting listed building consent as set out in informative 1 of the draft decision letter.

2. SUMMARY

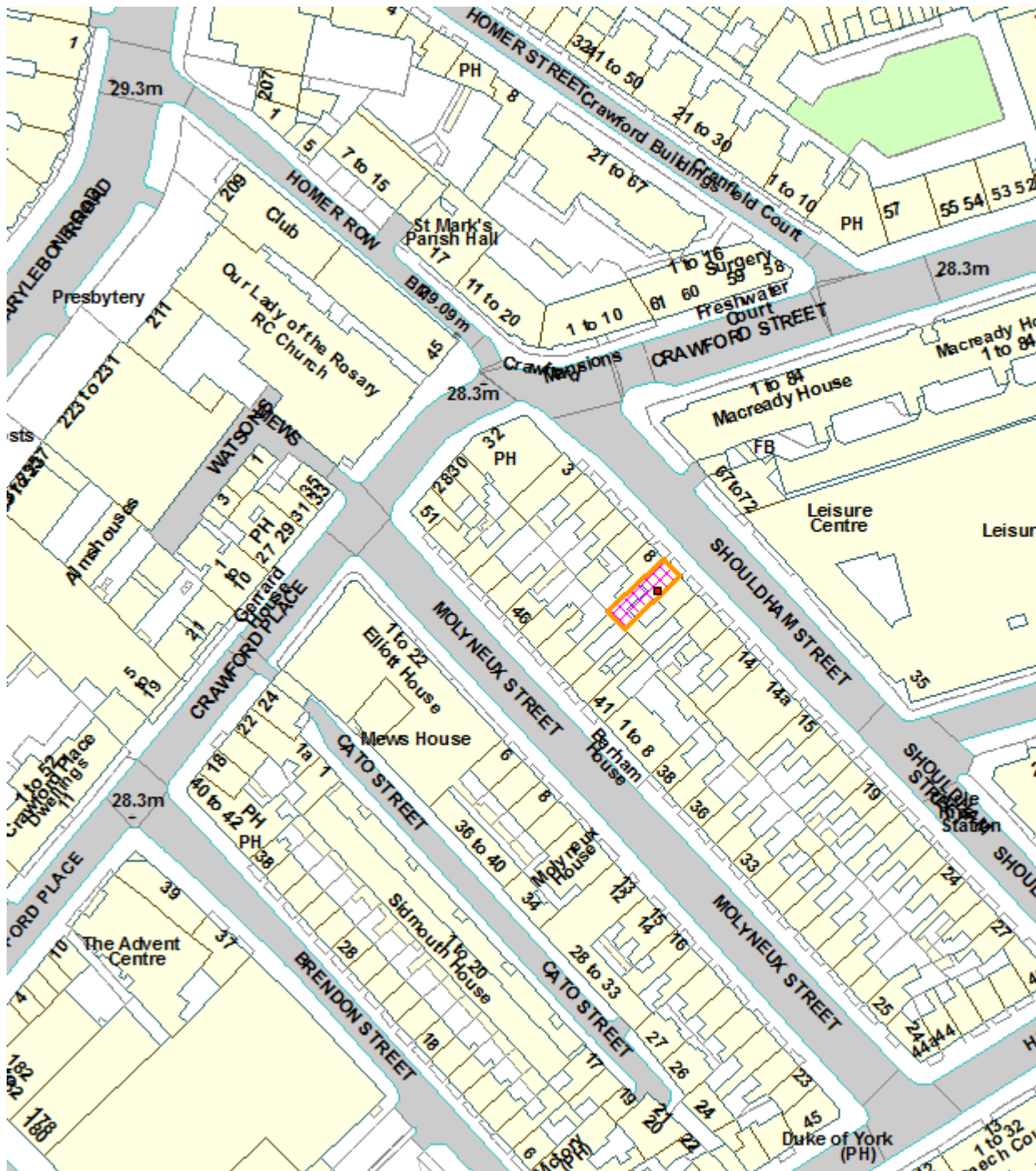
The application seeks permission and listed building consent for alterations to existing flats including the erection of a single storey rear extension at lower ground floor, with a roof terrace above, the demolition and replacement of a roof level extension, with a terrace to the front, alterations to rear windows and internal alterations. Objections have been received on design and amenity grounds and objectors have also expressed concerns about the impact of the development upon a neighbouring tree.

The key issues for consideration are:

- The impact of the extension on the amenity of neighbouring residential properties; and
- The impact of the proposals on both the special interest of the listed building and the character and appearance of the conservation, including the neighbouring tree.

For the reasons set out in the main report, it is not considered that the proposal would result in a material loss of amenity to adjoining properties or, adversely affect the special interest of the listed building or the character and appearance of the Molyneux Street Conservation Area. The proposal complies with the policies set out in the Unitary Development Plan (UDP) and Westminster's City Plan and is subsequently recommended for conditional approval.

3. LOCATION PLAN



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4. PHOTOGRAPHS

Front Elevation



View toward Molyneux Street



5. CONSULTATIONS

HISTORIC ENGLAND

Do not wish to comment.

MARYLEBONE ASSOCIATION

No objection

ARBORICULTURAL OFFICER

No objection

ADJOINING OWNERS/OCCUPIERS AND OTHER REPRESENTATIONS RECEIVED

No. Consulted: 5

Total No. of replies: 7

No. in support: 0

No. of objections: 7

Objections received on some or all of the following grounds:

Amenity

- Overlooking from roof terrace and rear windows to roof extension
- Noise from use of terrace
- Light pollution
- Loss of light/rights of light

Design/Townscape

- Not in keeping with neighbouring properties
- Unacceptable fenestration pattern to roof extension
- Unacceptable increase in height at roof level
- Adverse impact on the Conservation Area
- Adverse impact on neighbouring listed building
- Loss of garden land
- Impact on trees neighbouring trees
- Impacts on wildlife (bats)

Structural

- Party wall is not structurally capable of supporting the extension
- Insufficient structural detail

Other

- Soil pipes terminate at ground floor level

PRESS ADVERTISEMENT / SITE NOTICE: Yes

6. BACKGROUND INFORMATION

6.1 The Application Site

The application site is a grade II listed building located on the west side of Shouldham Street within the Molyneux Street Conservation Area and the Core Central Activity Zone (CAZ). The building provides three self-contained flats and comprises lower ground, ground and two upper floors, with a roof level access enclosure to a terrace at the front of the building. All flats are currently occupied.

Shouldham Street and the wider surrounding area are predominantly residential in character although there are serviced flats (Class C1) and a leisure centre (Class D2) immediately adjacent. The northern end of Shouldham Street forms a junction with Crawford Street, which provides a small retail and commercial local centre.

6.2 Recent Relevant History

None relevant.

7. THE PROPOSAL

The proposal involves the erection of single storey rear extension at lower ground floor level, incorporating an access hatch to the roof. The roof of this extension would provide a terrace to the ground floor flat. It is also proposed to demolish the existing roof level enclosure and to erect a replacement roof extension, to provide additional accommodation at third floor level, leading to the retained terrace at the front of the building. This extension would be served by a large window to the front and three rooflights to the rear. It is also proposed to replace two UPVC windows at the rear of the building and to carry out minor internal alterations on lower ground, ground and third floors.

The application has been amended to:

- remodel and reduce the height of the roof top extension and to replace 3 no. dormer windows within the rear roofslope with three rooflights;
- to alter proposed materials, introducing timber rather than aluminium window and door surrounds;
- to reduce the depth of the proposed ground floor terrace by setting the balustrade railing further back from the roof edge;
- to reduce the height of the chimney stack; and
- to reposition the ground floor rooflight to run adjacent to the boundary wall with No.8 Shouldham Street.

8. DETAILED CONSIDERATIONS

8.1 Land Use

The proposed lower ground floor, ground and roof extensions would provide an additional 32.4 m² GIA residential floorspace is considered acceptable in principle in land use terms and complies with UDP Policy H3 and City Plan policy S14.

The existing lower ground floor flat has a single window within the front lightwell serving the main living area and rear windows serving a galley kitchen, a hallway and toilet. The central living space is poorly illuminated.

The extended lower ground floor flat would include a full width, south west facing, glazed window/doors to the rear of the property. Internal walls within the main living space would be removed to increase internal light level and improve the quality of the accommodation. The flat would also be served by a rooflight set within the ground floor terrace. Although there is the potential for skylight to be temporarily blocked when the terrace above is in use, it is considered that, even without light from this rooflight, the extended lower ground floor flats would provide a, significantly, improved standard of accommodation when compared with the existing situation.

The scheme will also provide additional accommodation to the upper maisonette, which is welcomed.

The proposal is considered to accord with policies S29 of the City Plan and ENV13 of the Unitary Development Plan which require developments to provide a high quality living environment for future residential occupants.

8.2 Townscape and Design

The main design impacts of the scheme centre around the replacement roof extension, the lower ground floor level rear extension and the internal alterations.

The existing roof extension is of poor quality and comprises a sloped felt construction with poorly detailed timber cladding, a UPVC door and a large window formed from glass blocks.

The applicant has made significant revisions to the scheme to address officers' and objectors' concerns about the rear mansard originally proposed to reduce the mass at the rear. The replacement extension occupies a slightly larger footprint than the existing but is set a considerable distance from the front parapet and is not visible from street level. It will be slightly higher than the existing towards the front (by approximately 0.9m) but will follow the existing sloped profile at the rear. The extension will utilise traditional materials such as slate and lead flashing with a timber framed glass door to the front. An objection has been received on the grounds that the proposed sliding window to the front is inappropriate. However, this is not incongruous in its setting and, given the traditional materials proposed, it is a good quality replacement for the existing.

The use of conservation rooflights in place of previously proposed dormer windows and reducing the extent that the chimney is being raised to be less visible from street level are welcome in design terms.

The rear extension at lower ground floor level has been amended to include a natural stone coping, steel railings (painted black) and timber framed windows. The design is not incongruous in its setting and due to its height and location is not readily visible in views of this rear area.

The replacement of UPVC double glazed windows to the rear elevation is welcomed.

Internally the property retains some areas of historic interest which are not harmed by minor internal works.

Given the amendments to the scheme, it is not considered that objections to the height of the proposed extensions, the fenestration pattern to the front, the incorporation of dormer windows to the rear and the proposed use of materials and the impact of the scheme upon the character of the conservation area and the setting of neighbouring listed buildings can be supported. The revised scheme application is in accordance with DES 1; DES 6; DES 9; DES 10; S 25; S 28 and the NPPF and therefore recommended for approval on design/townscape grounds.

8.3 Residential Amenity

Policy ENV13 seeks to protect and safeguard the amenities of existing residential properties from development proposals including in relation to the levels of daylight and sunlight received, overlooking, increased sense of enclosure. Similarly, City Plan policy S29 also requires development proposals to safeguard neighbours' amenities.

UDP Policies ENV6 and ENV7 deal with the subject of noise pollution and vibration both from new uses, internal activity and external activity. The policies require the potential for any disturbance to be ameliorated through operational controls and/or attenuation measures. Policy S32 requires disturbance from noise to be contained.

8.3.1 Daylight and Sunlight

An objection has been received from occupiers of No.49 Molyneux Street on the grounds that the proposal will lead to a loss of light to their property. The proposed lower ground floor extension is set below the height of the site boundary walls and the height and profile of the replacement roof extension is not significantly different from the existing, with a modest increase in height (approximately 0.9m) set towards the centre of the building. In view of the relationship between the proposed extension and properties to the front and the rear, and the distance between buildings, it is not considered that the proposal will result in a material loss of daylight or sunlight to neighbouring residential properties and objections on these grounds cannot be supported.

The occupier of No. 8 Shouldham Street has requested that there should be no increase in height to the party wall between the two buildings in order to protect light to a lower ground floor living room to the rear of this neighbouring property, as existing light levels are already poor. The application drawings show that there will be no increase in height on this boundary.

8.3.2 Sense of Enclosure

Given that the relationship of the proposed lower ground floor and roof level extensions with adjoining properties, it is not considered that the development will result in any increase in the sense of enclosure to neighbouring windows.

8.3.3 Overlooking

A new roof terrace will be created at ground floor level, on top of the new lower ground floor rear extension. The roof top terrace to the front of the building is “as existing”. Three rooflights are proposed in the new rear roofslope. These replace three dormer windows within the mansard roof addition originally proposed. Objections have been received from the occupants of No. 43, 44, 46, 47 and 49 Molyneux Street and No.8 Shouldham Street on the grounds of that overlooking from new rear windows and the roof terrace would result in an unacceptable loss of privacy to those properties.

The extent of the ground floor terrace has been reduced by setting the balustrade further back from the roof edge. Given the presence of similar terraces on the neighbouring buildings (a fact acknowledged by objectors) and the relationship between the proposed terrace and neighbouring buildings, while some mutual overlooking will occur to properties on Molyneux Street, it is not considered that the impact would be so significant as to justify a recommendation for refusal.

The occupier at No. 8 Shouldham Street is concerned about the potential for overlooking from the proposed roof terrace to windows at the rear of the adjoining property and has also requested that the “lean-to” roof light be relocated to a position adjacent to the party wall to prevent access to the terrace close to the site boundary in order to minimise the potential for overlooking. The rooflight has been relocated adjacent to the boundary as requested. However, this would not prevent access to this part of the roof as it is a “walk on” rather than a lantern style rooflight. Nevertheless, given the relationship of the proposed terrace to the site boundary, and as there are no windows immediately adjacent to this boundary on the lower floors of No. 8 Shouldham Street, it is not considered that the use of the proposed terrace would have a significant impact on the degree of overlooking to the neighbouring building.

Given the amendments to the height and profile of the proposed roof extension, the rear dormer windows, originally proposed, have been replaced by three rooflights within the shallow roof slope. Two of these rooflights serve a new bedroom/studio and the third lights a stair. The submitted drawings suggest that, given the shallow roof slope, there would be limited opportunity to look from these windows down into the rear of neighbouring properties, however, given that there are already numerous windows in the rear of the application building which look towards properties to the rear and the presence of rear facing terraces on both neighbouring properties, it is not considered that the properties along Molyneux Street would experience a material loss of privacy as a result of the provision of these rooflights. For these reasons, it is not considered that it would be reasonable to require these rooflights to be obscure glazed or fixed shut.

8.3.4 Noise

Objections have also been received on the grounds of noise disturbance from the use of the rear terrace. However, most of the neighbouring properties benefit from outside amenity space at the rear of their respective buildings including terraces at No. 7, 10 and 11 in addition, to gardens.. Properties in Molyneux Street also benefit from rear garden spaces at there are also rear terraces at No, 41, 45 and 49 Molyneux Street. Whilst there is the potential that there could be some noise associated with the use of the proposed terrace, give its domestic use, and as there are other terraces in the

immediate vicinity, it is not considered that its use is likely to give rise to such significant disturbance as to justify a recommendation for refusal.

8.4 Transportation/Parking

The proposal includes the provision of three additional cycle parking spaces which are welcomed.

8.5 Economic Considerations

Any economic benefits generated by the development are welcome.

8.6 Access

The existing access arrangement remains unchanged.

8.7 Other UDP/Westminster Policy Considerations

8.7.1 Refuse /Recycling

The drawings submitted with the application indicate a bin store within a front lightwell which is welcome.

8.7.2 Trees

Local residents have objected to the application on the grounds that it would have an adverse impact on neighbouring trees (particularly the protected bay tree at the rear of No. 44 Molyneux Street which is the subject of a Tree Preservation Order). There are no other trees in the immediate vicinity of the application site.

The application is supported by an Arboricultural Report which details trial trench excavation around the rear garden to establish the likely impact of the development on the roots of the bay tree. The report concludes that no roots from the bay tree were present on the application site.

The Council's Arboricultural Officer has assessed this report. Some roots clearly appear to be growing through the site boundary wall and have been damaged. No species analysis has been undertaken to establish whether these are roots from the bay tree. However, the Council's Arboricultural Officer does not consider, on the basis of the evidence provided, that the bay tree is likely to be significantly harmed by the proposal given the condition of the roots present. Consequently, objections relating to the impact on the protected tree cannot be supported.

8.7.3 Biodiversity

An objection has been received to the reduction in garden size (30.7 m²), on biodiversity grounds. The proposal would reduce the area of the garden by approximately 50% but would provide external space for the, separate, ground floor flat (approximately 8 m²), which is welcomed in principle.

As detailed above, it is not considered that the proposals would adversely affect the neighbouring bay tree. The Council's Arboricultural Officer has recommended that a condition is imposed requiring the submission of details of a hard and soft landscaping scheme. However, given the modest nature of the development, it is not considered that such a condition is justified.

Additionally, as required by UDP policy DES 12, the reduction in garden size would have a material impact on the setting of the listed building, and in these circumstances, the reduction in the size of the rear garden is considered acceptable.

One objector has mentioned that bats 'circle' the tree at the rear of 44 Molyneux Street from April through to September and must roost nearby, although not in the tree itself. As the tree to the rear of no. 44 will not be adversely affected by the proposal, it is not considered that the proposal poses a risk to the local bat population.

8.8 Environmental Impact Assessment

The proposal is of insufficient scale as to trigger an environmental assessment.

8.9 London Plan

This application raises no strategic issues.

8.10 National Policy/Guidance Considerations

The City Plan and UDP policies referred to in the consideration of this application are considered to be consistent with the NPPF unless stated otherwise.

8.11 Planning Obligations

The development does not trigger any planning obligations.

8.12 Other Issues

8.12.1 Structural concerns

The occupier of an adjoining property considers that there is insufficient structural detail within the planning applications and contends that the party wall is not structurally capable of supporting the proposed extension and terrace. This is not an uncommon form of extension to a listed building and there is no reason to believe that the building structure could not support the proposed development.

8.12.2 Soil pipe routes

One objector is concerned that the soil pipe on the rear elevation is shown terminating at ground floor level. The applicant has confirmed that that the soil pipe will be contained within the structure of the proposed extension.

8.12.3 Right to Light

An objector has stated that the proposal diminish their 'Right to Light'. This is a legal matter and not a planning consideration therefore this application cannot be refused on this basis. However, for the reasons explained elsewhere in this report, it is not considered that levels of light received to neighbouring properties will be diminished.

8.12.4 Light Pollution

The occupier of No. 44 Molyneux Street is concerned that the proposed roof of terrace would sit just below the height of the site boundary walls and they consider that this would result in unwelcome light pollution. There is no external lighting proposed at the rear of the building although a rooflight is set within the proposed roof terrace, serving the accommodation below. The door access to the terrace is located on the north west of the terrace and does not directly face the objector's premises. Given the relationship between the two properties and the presence of a large protected tree to the rear of No. 44, it is not considered that any light emitting from the proposed extension would have a significant adverse effect on levels of light pollution and neighbours' amenities.

9. BACKGROUND PAPERS

1. Application form
2. Response from Marylebone Association, dated 8 October 2016
3. Response from Historic England, dated 11 November 2016
4. Response from Arboricultural Section, dated 24 November 2016
5. Letter from occupier of 47 Molyneux Street, dated 20 October 2016
6. Letter from occupier of 46 Molyneux Street, dated 20 October 2016
7. Letter from occupier of 41 Molyneux Street, dated 21 October 2016
8. Letter from occupier of 44 Molyneux Street, dated 19 October 2016
9. Letter from occupier of 49 Molyneux Street, dated 20 October 2016
10. Letter from occupier of 8 Shouldham Street, dated 19 October 2016
11. Letter from occupier of 43 Molyneux Street, dated 18 October 2016

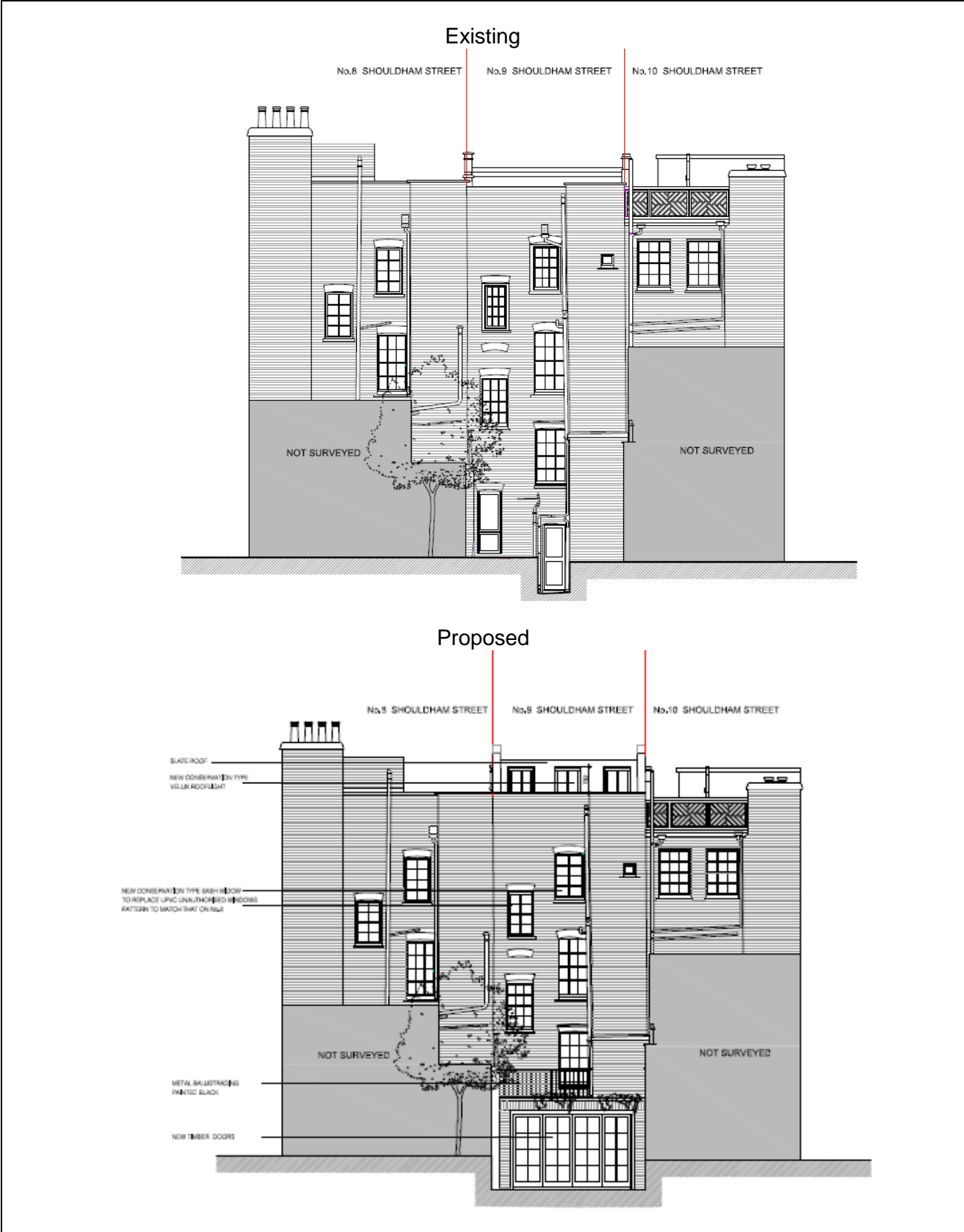
Selected relevant drawings

(Please note: All the application drawings and other relevant documents and Background Papers are available to view on the Council's website)

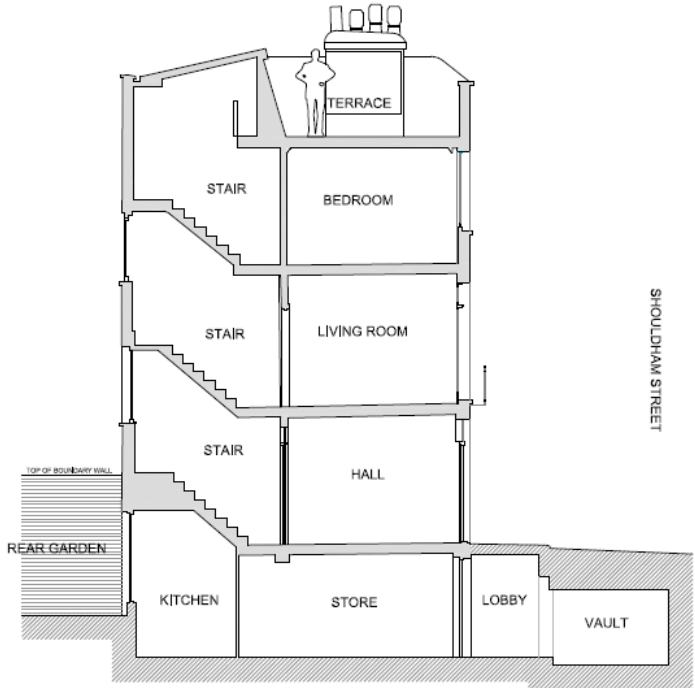
IF YOU HAVE ANY QUERIES ABOUT THIS REPORT PLEASE CONTACT THE PRESENTING OFFICER: SARA SPURRIER BY EMAIL AT sspurrier@westminster.gov.uk.

10. KEY DRAWINGS

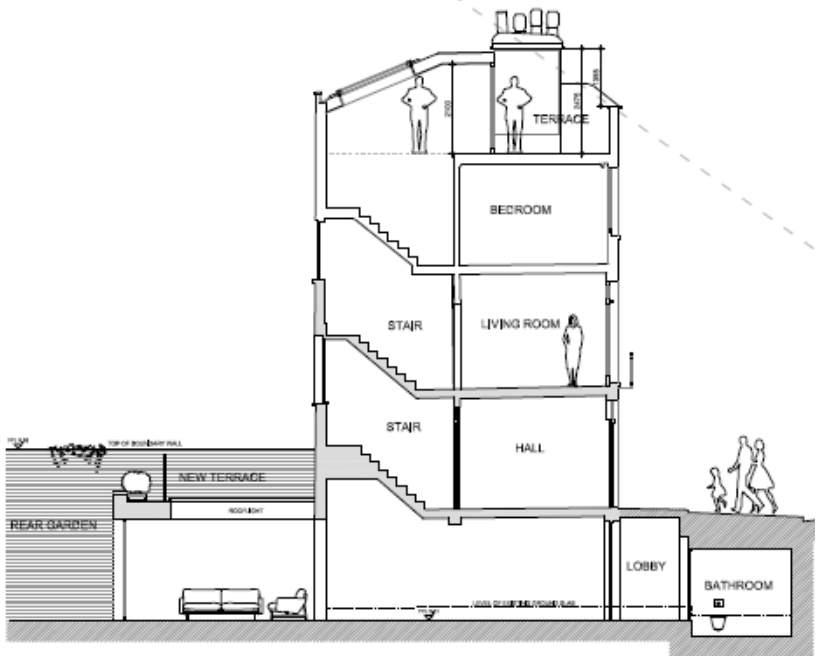




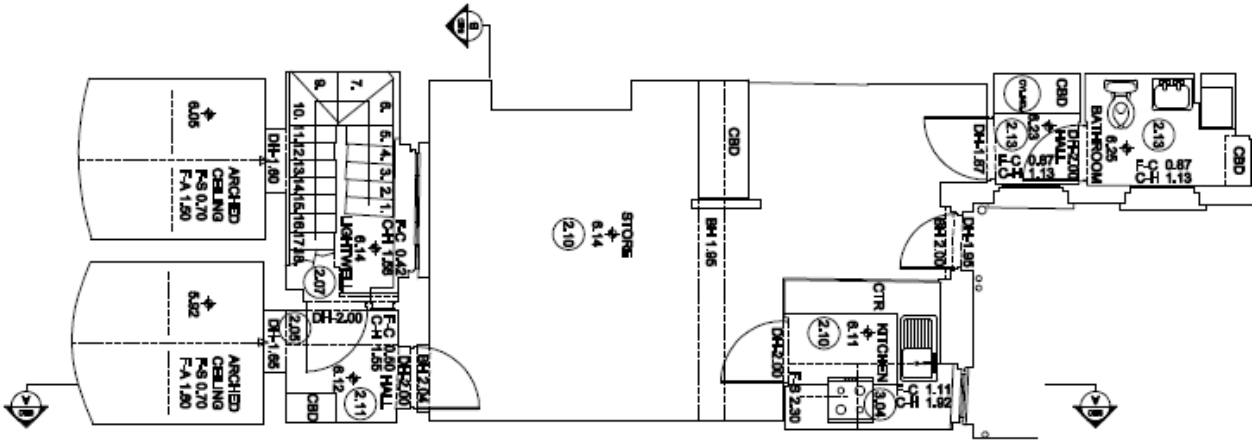
Existing



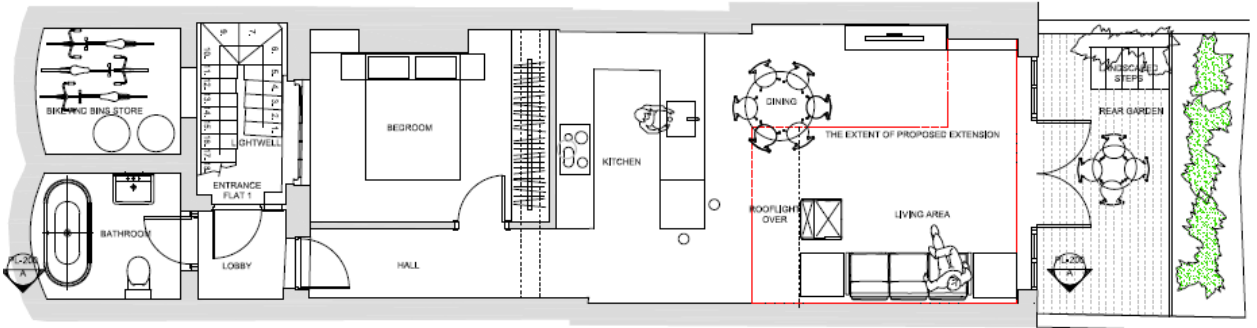
Proposed

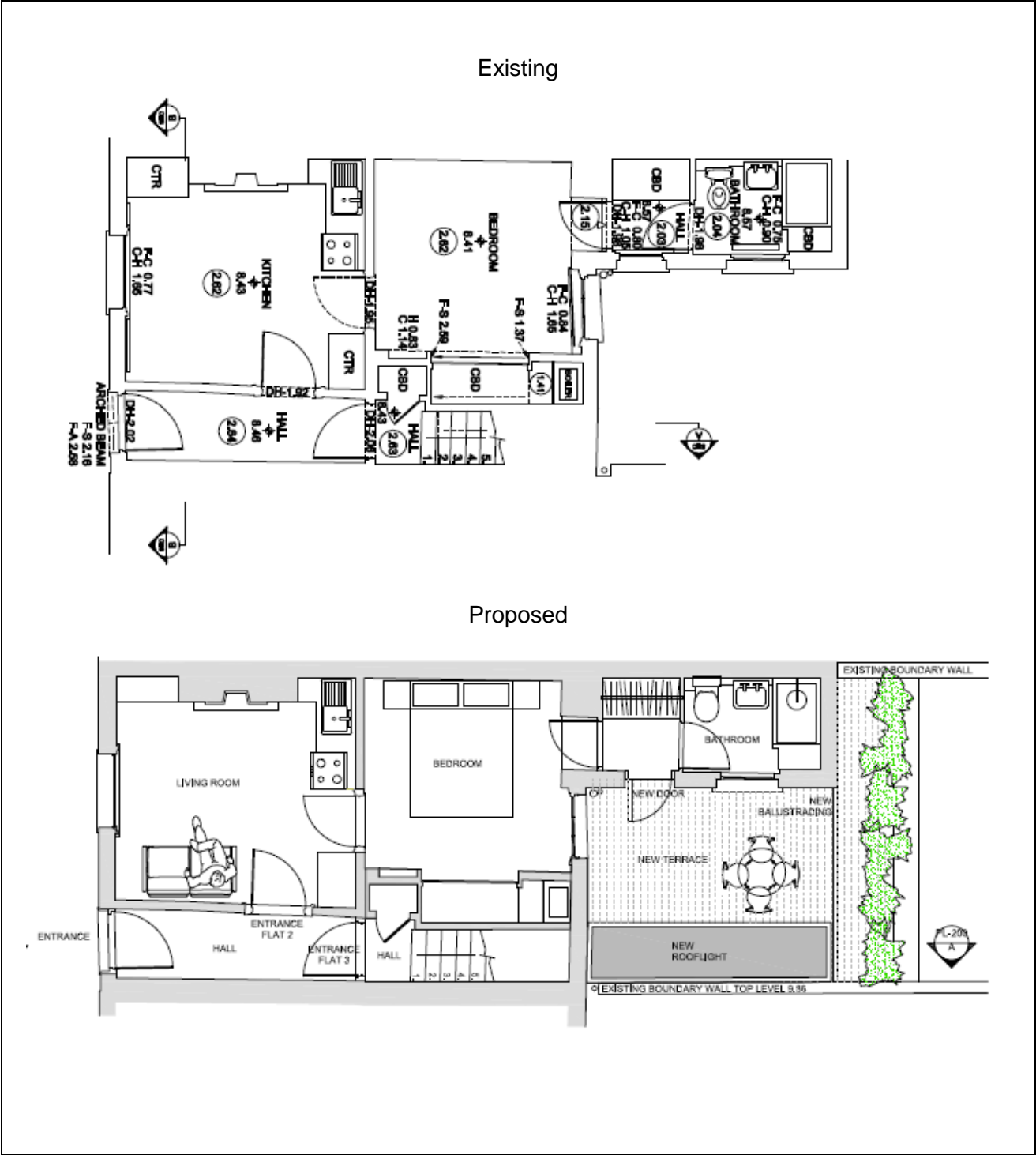


Existing



Proposed





DRAFT DECISION LETTER

Address: 9 Shouldham Street, London, W1H 5FH,

Proposal: Alterations including erection of single storey rear extension at lower ground floor level, with ground floor roof terrace above; demolition of existing roof extension and erection of replacement roof extension with inset terrace to front and rooflights to the rear; replacement of two rear windows and internal alterations.

Reference: 16/08511/FULL

Plan Nos: Drawings PL-100 B, PL-101 C, PL-103, PL-104 B, PL-200 E, PL-300 B, PL-301 H, PL-302 B, PL-600

Case Officer: Damian Lavelle

Direct Tel. No. 020 7641 5974

Recommended Condition(s) and Reason(s)

- 1 The development hereby permitted shall be carried out in accordance with the drawings and other documents listed on this decision letter, and any drawings approved subsequently by the City Council as local planning authority pursuant to any conditions on this decision letter.

Reason:

For the avoidance of doubt and in the interests of proper planning.

- 2 Except for piling, excavation and demolition work, you must carry out any building work which can be heard at the boundary of the site only: , o between 08.00 and 18.00 Monday to Friday; , o between 08.00 and 13.00 on Saturday; and , o not at all on Sundays, bank holidays and public holidays. , , You must carry out piling, excavation and demolition work only: , o between 08.00 and 18.00 Monday to Friday; and , o not at all on Saturdays, Sundays, bank holidays and public holidays. , , Noisy work must not take place outside these hours unless otherwise agreed through a Control of Pollution Act 1974 section 61 prior consent in special circumstances (for example, to meet police traffic restrictions, in an emergency or in the interests of public safety). (C11AB)

Reason:

To protect the environment of neighbouring occupiers. This is as set out in S29 and S32 of Westminster's City Plan (November 2016) and ENV 6 of our Unitary Development Plan that we adopted in January 2007. (R11AC)

- 3 All new work to the outside of the building must match existing original work in terms of the choice of materials, method of construction and finished appearance. This applies unless differences are shown on the drawings we have approved or are required by conditions to this permission. (C26AA)

Reason:

To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Molyneux Street Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007. (R26BE)

- 4 You must not attach flues, ducts, soil stacks, soil vent pipes, or any other pipework other than rainwater pipes to the outside of the building facing the street unless they are shown on drawings we have approved. (C26MA)

Reason:

To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Molyneux Street Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007. (R26BE)

- 5 The glass that you put in the roof light at fifth floor level; must not be clear glass, and you must fix it permanently shut. You must apply to us for approval of a sample of the glass (at least 300mm square). You must not start work on the relevant part of the development until we have approved the sample. You must then fit the type of glass we have approved and must not change it without our permission. (C21DB)

Reason:

To protect the privacy and environment of future residential occupants and people in neighbouring properties, as set out in S29 of Westminster's City Plan (November 2016) and ENV 13 of our Unitary Development Plan that we adopted in January 2007. (R21AC)

- 6 The highest point of the new roof must be no greater than 1m above the top of the highest part of the existing parapet on the rear facade.
- 6 To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Molyneux Street Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007. (R26BE)

Informative(s):

- 1 In dealing with this application the City Council has implemented the requirement in the National Planning Policy Framework to work with the applicant in a positive and proactive way. We have made available detailed advice in the form of our statutory policies in Westminster's City Plan

(November 2016), Unitary Development Plan, Supplementary Planning documents, planning briefs and other informal written guidance, as well as offering a full pre application advice service, in order to ensure that applicant has been given every opportunity to submit an application which is likely to be considered favourably. In addition, where appropriate, further guidance was offered to the applicant at the validation stage.

Please note: the full text for informatives can be found in the Council's Conditions, Reasons & Policies handbook, copies of which can be found in the Committee Room whilst the meeting is in progress, and on the Council's website.

DRAFT DECISION LETTER

Address: 9 Shouldham Street, London, W1H 5FH,

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Reference: 16/08512/LBC

Plan Nos: Drawings PL-100 B, PL-101 C, PL-103, PL-104 B, PL-200 E, PL-300 B, PL-301 H, PL-302 B, PL-600

Case Officer: Damian Lavelle

Direct Tel. No. 020 7641 5974

Recommended Condition(s) and Reason(s)

- 1 The development hereby permitted shall be carried out in accordance with the drawings and other documents listed on this decision letter, and any drawings approved subsequently by the City Council as local planning authority pursuant to any conditions on this decision letter.

Reason:

For the avoidance of doubt and in the interests of proper planning.

- 2 All new work and improvements inside and outside the building must match existing original adjacent work in terms of the choice of materials, method of construction and finished appearance. This applies unless differences are shown on the approved drawings or are required in conditions to this permission. (C27AA)

Reason:

To protect the special architectural or historic interest of this listed building and to make sure the development contributes to the character and appearance of the Molyneux Street Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1, DES 10 (A) and paras 10.108 to 10.146 of our Unitary Development Plan that we adopted in January 2007. (R26FD)

- 3 You must not attach flues, ducts, soil stacks, soil vent pipes, or any other pipework other than rainwater pipes to the outside of the building facing the street unless they are shown on drawings we have approved. (C26MA)

Reason:

To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Molyneux Street Conservation Area. This is as set out in S25 and S28 of

Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007. (R26BE)

- 4 The highest point of the new roof must be no greater than 995mm above the top of the highest part of the existing parapet on the rear facade.

- 4 To make sure that the appearance of the building is suitable and that it contributes to the character and appearance of this part of the Molyneux Street Conservation Area. This is as set out in S25 and S28 of Westminster's City Plan (November 2016) and DES 1 and DES 5 or DES 6 or both and paras 10.108 to 10.128 of our Unitary Development Plan that we adopted in January 2007. (R26BE)

Informative(s):

- 1 SUMMARY OF REASONS FOR GRANTING CONDITIONAL LISTED BUILDING CONSENT -
In reaching the decision to grant listed building consent with conditions, the City Council has had regard to the relevant policies in the National Planning Policy Framework March 2012, the London Plan March 2016, Westminster's City Plan (November 2016), and the City of Westminster Unitary Development Plan adopted January 2007, as well as relevant supplementary planning guidance, representations received and all other material considerations., , The City Council decided that the proposed works would not harm the character of this building of special architectural or historic interest., , In reaching this decision the following were of particular relevance:, S25 and S28 of Westminster's City Plan: Strategic Policies and DES 10 including paras 10.130 to 10.146 of the Unitary Development Plan, and paragraph 2.4 of our Supplementary Planning Guidance: Repairs and Alterations to Listed Buildings.

Please note: the full text for informatives can be found in the Council's Conditions, Reasons & Policies handbook, copies of which can be found in the Committee Room whilst the meeting is in progress, and on the Council's website.