

Record of Officer's Decision

The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	27 March 2026
Decision Maker (Officer):	Gary Guiver
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	Part 3, Schedule 3 – Responsibility for Executive Functions delegated to Officers paragraph 4.3 (1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas (Part 3.38). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.3 (4)(ii) – Part 3.39).
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Concurrence has been obtained in consultation with the Portfolio Holder for Housing & Planning, Cllr. A Baker.
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	Officer decision to undertake a further focused public consultation on proposed changes to the Conservation Area Appraisal for Manningtree & Mistley, arising from feedback received during previous public consultations.
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	The Council previously consulted on a draft Conservation Area Appraisal for Manningtree & Mistley in May 2022, followed by a further focused consultation in September 2025. These consultations generated a significant number of responses from residents,

	stakeholders, and statutory consultees. Following a detailed review of the feedback and further analysis of historic mapping and on-the-ground features, Officers propose targeted amendments to both the appraisal documents and the boundaries of the Conservation Area. The proposed changes are considered significant enough to warrant a further four-week period of focused public consultation. This will include publication of updated documents and direct notification to previous respondents.
Highlight any associated risks/finance/legal/equality considerations:	The consultation can be delivered within existing resources, with low risks limited to effective communication and engagement. The decision supports statutory duties to maintain robust and evidence-based Conservation Area appraisals and involves no identified equality impacts beyond standard consultation requirements.
NEW : Details of Local Government Reorganisation and/or Devolution considerations	Adopted Conservation Area Appraisals will remain applicable following LGR, and will be used by a future Unitary Authority when determining Planning Applications affecting these areas.
Details of any Alternative Options Considered and rejected (together with reasons):	1) Conduct Focused Consultation: This option involves undertaking a four-week public consultation specifically on the proposed boundary changes and key amendments to the Conservation Area Appraisal. It ensures transparency, allows affected stakeholders to comment on material changes, and aligns with best practice. This option is preferred due to the significance of the proposed revisions. 2) Proceed Without Further Public Consultation: This option would involve recommending to Cabinet that the appraisal documents are adopted without further public engagement. It was rejected because the proposed boundary changes materially alter the extent of the designated areas. Proceeding without consultation could undermine public confidence and reduce the robustness of the final appraisals.

Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision) If relevant, a note of the dispensation granted by the Monitoring Officer:	N/A		
Reason Decision, or supporting Report, is not published: <i>Tick one or more of the specific exemptions,</i> <u>and</u> <i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i>	<table border="1"> <tr> <td>X</td> <td>Not applicable – Decision [and report] to be published</td> </tr> </table>	X	Not applicable – Decision [and report] to be published
	X	Not applicable – Decision [and report] to be published	
	If Report is not to be published – tick one of the following boxes:		
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Officers

Signed: Gary Guiver
Community)

Title: Corporate Director (Planning and

Signed: Paul Woods

Title: Planning Policy Team Leader

In consultation with: Cllr. A. Baker

Dated: