

Non-Executive functions:**Record of decision****Lewes District Council****(a) Record of decision:**

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| Name and title of officer making decision: | Ian Fitzpatrick, Deputy Chief Executive & Director for Planning and Regeneration |
| Service/division/department: | Planning and Regeneration |
| Date decision made: | 27 th November 2019 |
| Subject matter : | Adoption ('making') of the Newhaven Neighbourhood Plan |
| Decision taken: The decision was taken to 'make' and formally adopt the Newhaven Neighbourhood Plan as part of the statutory development plan for Lewes District. | |

(b) Reasons for decision:

To ensure the Newhaven Neighbourhood Plan is 'made' within the timeframe set out by the Neighbourhood Planning (General) Regulations 2012 (as amended). This is 8 weeks from the day after a successful referendum. Newhaven Neighbourhood Plan (NNP) referendum was held on 10th October 2019 and so the NNP must be made by the 5th December 2019.

(c) Details of any alternative options considered and rejected when making decision:

Potential to hold a special meeting of the Full Council before 5th December – rejected for the following reasons:

- It is not appropriate for Full Council to be voting on a planning policy matter during the election period because of the purdah rules on council publicity.
- There is a significant risk that even if a meeting of Full Council were convened, it might not be quorate, as many members may have prior commitments relating to the election.
- Officer resource needed to prepare for and administer a Full Council meeting is not available

during the election period. Removing them from election duties could undermine the election process.

(d) Details of any consultations undertaken:

Consultation with the Council's Deputy Monitoring Officer, the Planning Lawyer and the Chief Executive.

Consultation with Cllr Joe Miller, the Chair of Scrutiny, to seek agreement that the decision is a matter of urgency.

(e) Source of authority to make decision:

LDC's Scheme of delegations/ Cabinet decision date/ authority delegated by (delete as appropriate and add detail)

The Council's Budget and Policy Framework Procedure Rules (part 4 of the Constitution)

(f) Record of any conflict of interest declared by any Cabinet member who was consulted which relates to the decision (if none, state "none"):

N/A

(g) In respect of any declared conflict of interest recorded above, a note of the dispensation granted by the Monitoring Officer (if none, state "none").

N/A

Record of decision compiled by Ian Fitzpatrick on date 27 November 2019