

**Non-Executive functions:**

**Record of decision**



**Lewes District Council**

**(a) Record of decision:**

<b>Name and title of officer making decision:</b>	Ian Fitzpatrick, Deputy Chief Executive & Director for Planning and Regeneration
<b>Service/division/department:</b>	Planning and Regeneration
<b>Date decision made:</b>	27 <sup>th</sup> November 2019
<b>Subject matter :</b>	Adoption ('making') of the Newhaven Neighbourhood Plan
<b>Decision taken:</b>  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 10<sup>th</sup> October 2019 and so the NNP must be made by the 5<sup>th</sup> 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 5<sup>th</sup> 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**