

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

N/A

If not a Key Decision write n/a above

OFFICER DECISION RECORD ⁱ

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

Subject: Whether or not to allocate £0.450m from the High Needs Provision Capital Allocation to fund feasibility studies across up to nine schools.

Type of Decision: Executive

Key Decision (Executive Functions only): No

Executive Member/Committee Chairman: Chris Lucas and Mark Watkin

Portfolio (Executive Functions only): Resources and Education, SEND & Inclusion

Officer Contact: Hannah Maher

Tel: 01438 845732

1. **Decision**

Whether or not to allocate £0.450m from the High Needs Provision Capital Allocation to fund feasibility studies across up to nine schools.

2. **Reasons for the decision**

In December 2020¹, Cabinet approved the Special School Place Planning Strategy 2020-2023, which was subsequently extended in April 2024². The strategy shows that the need for special school places has risen sharply in recent years and that demand is forecast to continue to exceed supply.

¹ [Agenda for Cabinet on Monday, 14 December 2020, 2.00 pm | Hertfordshire County Council](#)

² [Agenda for Cabinet on Thursday, 18 April 2024, 2.00 pm | Hertfordshire County Council](#)

April 2020

There is a continued need to deliver additional specialist places in Hertfordshire to meet this demand. This aligns with Priority 3 of the Strategy to meet the immediate need for specialist places.

Following a viability assessment, nine school projects have been identified to move to more detailed feasibility. These projects could deliver an additional 223 specialist places by September 2027. Endorsement is therefore sought from the Executive Members for the Director of Finance to approve £0.450m from the existing High Needs Capital Grant Allocation to fund feasibility work for the proposed projects.

3. **Alternative options considered and rejected**

None

4. **Consultation** *(see Summary of Requirements below)*

Was any Councillor consulted? **Yes** *(delete as applicable)*

If yes:

(a) Comments of Executive Member

The Executive Member has no comments other than to concur with the Executive Director's intention to agree the proposal.

(b) Comments of other consultees

None

5. **Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

None

(If a Councillor declares a conflict of interest DO NOT PROCEED without seeking advice from Democratic Services or Legal Services).

6. **Following consultation with the Executive Member, I am proceeding with the proposed decision.**

Signed: Steven Pilsworth

Title: Director of Finance

Date: 10th October 2025

April 2020

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.ⁱⁱ

Summary of Requirements to Inform/Consult Councillors

Significance of Proposed Action	Controversial	Relevant Councillor(s) to be Consulted
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	Executive Functions: Consult relevant Lead Executive Member and, where appropriate, Local Councillor Non-Executive Functions: Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	Executive Functions: Inform Lead Executive Member and Local Councillor Non-Executive Functions: Inform Local Councillor
Local	Yes	Executive Functions: Consult Lead Executive Member and Local Councillor Non-Executive Functions: Consult Local Councillor
General or County-wide	No	Executive Functions: Consult relevant Lead Executive Member (s) Non-Executive Functions: Consult relevant Committee Chairman
General or County-wide	Yes	Executive Functions: Consult relevant Lead Executive Member (s) and the Leader of the Council Non-Executive Functions: Consult relevant Committee Chairman/Leaders all Political Groups