

## DECISION RECORD

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 to agree to the statutory proposal to expand the following special schools: Southfield Special School, by 20 places and Colnbrook Special School, by 20 places.

Staff Contact: Phil Brunt, Senior Planning Manager  
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Tel: 01992 5588437

Executive Member: Caroline Clapper

Portfolio: Executive Member for Education, Libraries and Lifelong Learning

### 1. Decision

To agree to the statutory proposal to expand the following special schools from 15 April 2024: Southfield Special School, Hatfield, a community school, from 80 places to 100 places from 15 April 2024 and Colnbrook Special School, Watford a community school from 110 places to 130 places.

### 2. Reasons for the decision

In December 2020, Cabinet approved the Special School Place Planning Strategy 2020-2023 ([Link to Cabinet Report](#)) which sets out that demand for special school places has grown sharply in recent years and is forecast to continue to grow at a rate that will exceed the current supply of places. As most of our special schools are now at capacity, the strategy sets out longer term priorities which will deliver the additional school places required. In the short term, however, it identifies that additional capacity will be needed to meet the immediate demand for special school places.

On 18 September 2023 Cabinet agreed to the publication of a Statutory Notice to enlarge Southfield Special School, by 20 places and Colnbrook Special School, by 20 places with effect from December 2023. A Statutory Notice was published for 4-weeks ending on 5 November 2023 and no objections have been received to its publication. Therefore, the Director of Children's Services will determine the proposal using delegated powers.

**3. Alternative options considered and rejected**

None

**4. Consultation**

(a) Comments of Executive Member

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

(b) Comments of other consultees

None

**5. Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**

Signed: Jo Fisher

Title: Executive Director of Children's Services

Date: 20 Dec 2023

Copies of agreed document to:

- Elaine Shell, Democratic Services Manager, Room 213, Old Block, County Hall (signed paper original).  
Electronic copy to: [Democratic.Services@hertfordshire.gov.uk](mailto:Democratic.Services@hertfordshire.gov.uk)

and following the expiry of the call-in period to:

- Executive Member - Councillor Caroline Clapper
- Local Members – County Councillor Christopher Alley and County Councillor Peter Hebden
- The Overview and Scrutiny Committee; Chair County Councillor David Andrews, and Vice-Chairs, County Councillors Richard Butler and Sandy Walkington
- The governing boards of Southfield Special School and Colnbrook Special School - email to head teacher to forward to the Chair of Governors for distribution to governing board members
- The local Church of England diocese - Canon David Morton, Diocesan Director of Education, Diocese of St Albans ([dde@stalbans.anglican.org](mailto:dde@stalbans.anglican.org))
- The local Roman Catholic diocese - Mr Peter Sweeney, Director of Education, Diocese of Westminster ([petersweeney@rcdow.org.uk](mailto:petersweeney@rcdow.org.uk))