

**HERTFORDSHIRE COUNTY COUNCIL****EDUCATION, LIBRARIES & LOCALISM CABINET PANEL  
TUESDAY, 7 NOVEMBER 2017 AT 10:00AM****OUTCOME OF THE PUBLIC CONSULTATIONS ON THE PROPOSAL TO  
INCREASE THE NUMBER OF PLACES AT WOODFIELD, BREAKSPEARE  
SCHOOL ON THE SITE OF MEADOW WOOD AND HAYWOOD GROVE SPECIAL  
SCHOOLS***Report of the Director of Children's Services*

**Report Authors:** Debbie Orton, Head of Integrated Services for Learning;  
Tel – 01992 588556  
Phil Brunt, Planning Officer, School Planning Team;  
Tel – 01992 555811

**Executive Member:** Terry Douris, Education, Libraries & Localism

**Local Member:** Andrew Williams (Hemel Hempstead East), Colette Wyatt-Lowe (Hemel Hempstead North East), Jane West (Bushey North) and Sara Bedford (Abbots Langley).

**1. Purpose of report**

- 1.1 To inform the Panel of the outcome of the public consultation on the proposal to increase the number of places by 8 at Woodfield special school, by 8 at Breakspeare School special school (on the site of Meadow Wood special school) and by 8 at Haywood Grove special school from 9 April 2018.
- 1.2 To enable the Panel to make any comments or recommendations to Cabinet, so that Cabinet can decide on 13 November 2017 whether to publish statutory notices, in light of the responses received to the public consultation.

**2. Summary**

- 2.1 Public consultations for Haywood Grove and Woodfield schools began on 20 June 2017 and ended on 31 July 2017 for each of the proposals. The public consultation for Breakspeare School (on the site of Meadow Wood school) began on 4 September 2017 and ended on 15 October 2017. The majority of respondents were in favour of the proposals and any concerns are explained in section 5.
- 2.2 Breakspeare special school is in a federation with Meadow Wood special school. There is a need for an increase in places for students with severe learning difficulties (SLD). Breakspeare special school has the designation of SLD however does not have any physical space to accommodate an additional classroom. Meadow Wood is designated as PNI (Physical and/or Neurological Impairment) and does have the physical capacity to

accommodate an additional classroom on its site. The proposal therefore is to increase the number of places for students on roll at Breakspeare special school but for the increased places to be at the Meadow Wood special school site. Staff from Breakspeare special school will support on the Meadow Wood site.

### **3. Recommendation**

3.1 Panel is asked to provide its views to Cabinet, so that it can decide whether to:

- (i) accept the proposals and authorise the Director of Children's Services to publish a statutory notice;
- (ii) take no further action; or
- (iii) initiate a fresh consultation on any alternative suggestion(s).

3.2 In the light of the responses received, the Director of Children's Services, recommends the publication of statutory notices to increase the number of places by 8 at Woodfield special school, by 8 at Breakspeare special school (on the site of Meadow Wood special school) and by 8 at Haywood Grove special school from 9 April 2018.

### **4. Background**

4.1 There is a rising demand for places in some categories of special schools. Woodfield severe learning difficulties (SLD) school in Malmes Croft, Hemel Hempstead, Breakspeare SLD school in Gallows Hill Lane, Abbots Langley on the site of Meadow Wood PNI (physical and/or neurological impairment) school in Coldharbour Lane, Bushey and Haywood Grove social, emotional and mental health needs (SEMH) school in St Agnells Lane, Hemel Hempstead have been identified through their geographic location, specialisms and site size to be able to support additional accommodation to cater for additional pupils. Enlarging these schools will enable more children to have their needs met in a local school as opposed to an out of county provision.

4.2 A six-week public consultation on the proposals for Haywood Grove and Woodfield schools began on 20 June 2017 and ended on 31 July 2017. The six-week consultation on the proposal for Breakspeare School on the Meadow Wood school site started on 4 September 2017 and ended on 15 October 2017.

4.3 Consultation letters (attached at appendix A) were distributed by the schools to: parents/carers, school governors and staff at the schools. They were also sent to: Local Pre-Schools, Nursery and Primary schools; the local MP, County Councillors, District Councillors, Parish and Town Councils and Local Authority Chief Executives; Trade Union representatives; Church Diocese representatives; NHS representatives; Parent Governor representatives on the Overview and Scrutiny Committee at Hertfordshire County Council; playgroups, Children's Centres, toddler groups and day nurseries; Libraries and Citizen's Advice Bureaux; relevant

senior officers in Hertfordshire County Council. The consultation was also publicised on the Hertfordshire County Council website, [www.hertfordshire.gov.uk](http://www.hertfordshire.gov.uk).

- 4.4 Panel should note that a similar proposal for one other special school has also been the subject of a subsequent consultation which will be reported to the December 2017 panel meeting.

## 5. Results of the public consultation

### Woodfield School

- 5.1 188 consultation letters were circulated excluding letters shared with governors, staff and families of the school.
- 5.2 A total of 11 responses were received as summarised in the table below.

Category of respondent	Total responses	Agree	Disagree	Don't Know
Governing Body	0	0	0	0
Parents/Carers	4	3	0	1
Staff	7	6	1	0
<b>Total Responses</b>	<b>11</b>	<b>9</b>	<b>1</b>	<b>1</b>

### Haywood Grove School

- 5.3 183 consultation letters were circulated excluding letters sent out to governors, staff and families of the school. A total of 3 responses were received as summarised in the table below.

Category of respondent	Total responses	Agree	Disagree	Don't Know
Governing Body	2	2	0	0
Parents/Carers	0	0	0	0
Staff	1	1	0	0
<b>Total Responses</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0</b>

### **Breakspeare School (on the site of Meadow Wood School)**

- 5.4 159 consultation letters were circulated excluding letters sent out to governors, staff and families of the school. As at 09 October 2017 a total of 3 responses were received, as summarised in the table below.

<b>Category of respondent</b>	<b>Total responses</b>	<b>Agree</b>	<b>Disagree</b>	<b>Don't Know</b>
Governing Body	1	1		
Parents/Carers	1			1
Staff	1	1		
<b>Total Responses</b>	<b>3</b>	<b>2</b>		<b>1</b>

- 5.5 Copies of all the responses received will be available for inspection in the Members' Room at County Hall and will be available at the meeting.

## **6. Key Issues and responses**

### Woodfield

- 6.1 One concern only was raised by two respondents to the Woodfield proposal which is shown and responded to below:

The school's communal areas are not large enough to accommodate an increase in students and there is a concern that existing and new students will be affected.

The additional students will be provided with additional learning space as well as additional storage, toileting and changing facilities. The school will organise the timetabling and scheduling of the day to ensure all students continue to receive the same level of support, care and opportunities as currently delivered.

### Haywood Grove School

- 6.2 No concerns were raised by respondents to the Haywood Grove School proposal

### Breakspeare School on the site of Meadow Wood School

- 6.3 No concerns were raised by respondents to the Breakspeare School on the site of Meadow Wood School proposal

## **7. Financial implications**

### **Capital**

7.1 The Department for Education (DfE) has agreed that the authority can use Dedicated Schools Grant (DSG) in 2017/18 towards the capital cost for certain special schools projects including these:

- for SEMH schools (including Haywood Grove school), a total of £350k has been agreed by the DfE. The cost of the project at Haywood Grove has been initially estimated at £270k, excluding furniture, fixtures and equipment;
- for SLD schools (including Woodfield school and Breakspeare schools on the site of Meadow Wood), a total of £890k has been agreed by the DfE. The cost of the project at Woodfield has been initially estimated at £255k and the cost of the project at Breakspeare School on Meadow Wood site is £255k – both costs are excluding furniture, fixtures and equipment which will also be met by the DSG grant.

7.2 It is anticipated that all schemes will be completed in 2017-18.

### **Revenue**

7.3 The cost of funding 16 additional places at these schools would be £160k. In addition, per pupil funding for 16 additional pupils would cost approximately £220k. These revenue costs would be met through DSG.

## **8. Equalities Implications**

8.1 When considering proposals placed before Members it is important that they are fully aware of, and have themselves rigorously considered the Equality implications of the decision that they are making.

8.2 Rigorous consideration will ensure that there is a proper appreciation of any potential impact of that decision on the county council's statutory obligations under the Public Sector Equality Duty. As a minimum this requires decision makers to read and carefully consider the content of any Equality Impact Assessment (EqIA) produced by officers.

8.3 The Equality Act 2010 requires the county council when exercising its functions to have due regard to the need to: (a) eliminate discrimination, harassment, victimisation and other conduct prohibited under the Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it and (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. The protected characteristics under the Equality Act 2010 are age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief, sex and sexual orientation.

8.4 EqIAs have been carried out on the proposal to increase the number of places to the Schools which are the subject of this report. Copies of the EqIAs accompany this report (attached as appendices 1-3).



**County Hall**  
**Hertford, SG13 8DF**

**Tel:** 0300 123 4043

**My ref:** School Planning

**Date:** 4 September 2017

Dear Consultee

**Consultation on the proposal to increase the number of places by 8 at Breakspeare School at the site of Meadow Wood School, 100 Coldharbour Lane, Bushey WD23 4NX**

We are consulting you on the following proposal:

**The increase of 8 additional places at Breakspeare School on the site of Meadow Wood School, 100 Coldharbour Lane, Bushey WD23 4NX from 9<sup>th</sup> April 2018.**

The proposal will support a permanent increase in the size of this school by 8 places. The current number of places at the school is 32 pupils and the proposal will increase the capacity to 40 pupils.

The school does not currently have enough classrooms to accommodate the extra children. It is therefore proposed to provide additional accommodation to support the increased number of children.

**Why is this being proposed?**

In line with recent national trends for mainstream school places, and recent expansions at Hertfordshire mainstream schools, we are seeing an increase in the demand for special school places in some areas of Hertfordshire. The county council considers it important to ensure that there are sufficient places available for all children with SEND as near as possible to their homes.

## **Why this school has been chosen for enlargement**

There is a demand for increased places in this area of Hertfordshire for children with complex needs seeking special school placement. This school has space to enlarge and the expertise to meet the needs of the children identified.

## **The alterations required for enlargement**

If a decision is made to enlarge this school, the county council would work closely with the school to provide the additional accommodation required. We would ensure the accommodation supports pupils' needs whilst also ensuring that good value for money is achieved in the context of restrictions on public sector finance. The work would be managed by the county council using contractors who would ensure a safe environment for pupils and staff, and minimise the impact of any building works at the school.

Any specific town planning matters associated with this school site would need to be addressed as part of the planning application, including highways, parking and conservation issues.

## **Have your say**

The county council believes that the enlargement of Breakspeare School (at Meadow Wood School site) will have a positive impact for its existing pupils, staff and local community by improving access to special school places, providing for enhanced education opportunities and for improved facilities in new buildings.

You have until 15 October 2017 to let us know your views. The easiest way you can do this is by completing the online form on our website at <http://www.hertfordshire.gov.uk/your-council/consult/schoolsconsult/>. You can tell us if you agree or disagree with the proposal and leave your comments.

If you do not have access to the internet you can visit your local library where free access is available to all Hertfordshire residents. Should you wish to request a hard copy of the response form or need help understanding this information you can email [contact@hertfordshire.gov.uk](mailto:contact@hertfordshire.gov.uk) or alternatively please call us on the number above. An interpreting service is available for those who need it.

Your comments must be received by 15 October 2017. We will not be able to acknowledge or respond individually to your comments but they will be taken into account, as explained below.

## **How the decision will be taken**

This is a consultation and no decision has been made yet. All comments received will be made available to elected members who make the final decision. All responses may be made available in public reports, although personal details will be removed to respect individual privacy.

The following timetable outlines the decision-making process. Please note that meetings marked with \* will be open to the public. Although it will not be possible

to inform everyone individually of the decisions made, you will be able to access this information throughout the process at:  
<https://cmis.hertfordshire.gov.uk/hertfordshire/Calendarofcouncilmeetings.aspx>.

<b>Process</b>	<b>Date</b>
Public consultation (6 weeks)	4 September – 15 October 2017
Education, Libraries & Localism Panel*	7 November 2017
Cabinet*	13 November 2017
Statutory notice period (4 weeks)	23 November – 20 December 2017
Delegated officer decision if no objections are received	3 January 2018
Cabinet* (for final approval if objections are received)	22 January 2018
Implementation	9 April 2018

Yours faithfully



**Simon Newland**  
**Operations Director, Education**



**County Hall  
Hertford, SG13 8DF**

**Tel:** 0300 123 4043

**My ref:** School Planning

**Date:** 20 June 2017

Dear Consultee

**Consultation on the proposal to increase the number of places by 8 at Haywood Grove a primary special school catering for Social Emotional and Mental Health Needs (SEMH), St. Agnells Lane, Hemel Hempstead HP2 7BG**

We are consulting you on the following proposal:

**An increase of 8 additional places at Haywood Grove SEMH Primary School, St. Agnells Lane, Hemel Hempstead HP2 7BG from 9<sup>th</sup> April 2018.**

The proposal will support an increase of 8 places at the school. The current number of places is 40 and with the proposed increase the capacity will rise to 48 places.

The school does not currently have enough classrooms to accommodate the extra children. It is therefore proposed to provide additional accommodation to support the increased number of children.

### **Why is this being proposed?**

In line with recent national trends for mainstream school places, and recent expansions at Hertfordshire mainstream schools, we are seeing an increase in the demand for special school places in some areas of Hertfordshire. The County Council considers it important to ensure that there are sufficient places available for all children with SEND as near as possible to their homes.

### **Why this school has been chosen for enlargement**

This school has been chosen for enlargement as there is a need for increased places for primary age pupils with SEMH. This school generally provides for primary age pupils with complex SEMH requiring a special school place in the West area of the county. The school has the space to enlarge and the expertise to meet the identified needs of the children.

### **The alterations required for enlargement**

If a decision is made to enlarge this school, the County Council would work closely with the school to provide the additional accommodation required. We would work hard to make sure that the accommodation supports pupils' needs whilst also ensuring that good value for money is achieved in the context of restrictions on public sector finance. The work would be managed by the County Council using contractors who would ensure a safe environment for pupils and staff, and minimise the impact of any building works at the school.

Any specific town planning matters associated with this school site would need to be addressed as part of the planning application, including highways, parking and conservation issues.

### **Have your say**

The County Council believes that the enlargement of Haywood Grove SEMH Primary School will have a positive impact for its existing pupils, staff and local community by improving access to special school places, providing for enhanced education opportunities and for improved facilities in new buildings.

You have until 31 July 2017 to let us know your views. The easiest way you can do this is by completing the online form on our website at [www.hertfordshire.gov.uk/consultations](http://www.hertfordshire.gov.uk/consultations). You can tell us if you agree or disagree with the proposal and leave your comments.

If you do not have access to the internet you can visit your local library where free access is available to all Hertfordshire residents. Should you wish to request a hard copy of the response form or need help understanding this information you can email [contact@hertfordshire.gov.uk](mailto:contact@hertfordshire.gov.uk) or alternatively please call us on the number above. An interpreting service is available for those who need it.

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Yours faithfully

**Jenny Coles**  
**Director of Children's Services**



**County Hall  
Hertford, SG13 8DF**

**Tel: 0300 123 4043**

**My ref: School Planning**

**Date: 20 June 2017**

Dear Consultee

**Consultation on the proposal increase the number of places by 8 at Woodfield School, Malmes Croft, Hemel Hempstead HP3 8RL**

We are consulting you on the following proposal:

**An increase of 8 additional pupils at Woodfield School, Malmes Croft, Hemel Hempstead HP3 8RL from 9<sup>th</sup> April 2018.**

The proposal will support an increase in places at this school by 8.. The current capacity of the school is 78 and with the proposed increase the capacity will be 86 pupils.

The school does not currently have enough classrooms to accommodate the extra children. It is therefore proposed to provide additional accommodation to support the increased number of children.

**Why is this being proposed?**

In line with recent national trends for mainstream school places, and recent expansions at Hertfordshire mainstream schools, we are seeing an increase in the demand for special school places in some areas of Hertfordshire. The county council considers it important to ensure that there are sufficient places available for all children with SEND as near as possible to their homes.

**Why this school has been chosen for an increase in pupils?**

This school has been chosen for enlargement due to the increased demand on special school places in the area for children with severe learning difficulties and associated needs.

. This school has space to enlarge and the expertise to meet the needs of the children identified.

### **The alterations required for enlargement**

If a decision is made to enlarge this school, the county council would work closely with the school to provide the additional accommodation required. We would work hard to make sure that the accommodation supports pupils' needs whilst also ensuring that good value for money is achieved in the context of restrictions on public sector finance. The work would be managed by the county council using contractors who would ensure a safe environment for pupils and staff, and minimise the impact of any building works at the school.

Any specific town planning matters associated with this school site would need to be addressed as part of the planning application, including highways, parking and conservation issues.

### **Have your say**

The county council believes that the enlargement of Woodfield SLD School will have a positive impact for its existing pupils, staff and local community by improving access to special school places, providing for enhanced education opportunities and for improved facilities in new buildings.

You have until 31 July 2017 to let us know your views. The easiest way you can do this is by completing the online form on our website at <http://www.hertfordshire.gov.uk/your-council/consult/schoolsconsult/>. You can tell us if you agree or disagree with the proposal and leave your comments.

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Yours faithfully



**Simon Newland**  
**Operations Director, Education**