

Record of operational decision

Decision title:	Decision to fund up to £180,000 of Section 106 “Education” (secondary and Post-16) monies for works to create a covered area to the rear of the dining hall at John Masefield High School and Sixth Form Centre														
Date of decision:	24 September 2026														
Decision maker:	Service Director Education, Skills & Learning														
Authority for delegated decision:	Economy and Environment scheme of delegation line 71 Corporate Centre Directorate Scheme of Delegation line 159 Cabinet decision dated 02 March 2023 - Section 106 Portfolio of Works – S106 Delivery Proposals. Cabinet Report 02 March 2023														
Ward:	Ledbury South														
Consultation:	Internal consultation with Quentin Mee (Head of Educational Development, HCC) and Sarah Buffrey (Schools Organisation and Capital Investment Officer, HCC). External consultation with Rebecca French (School Business Manager) at John Masefield High School and Sixth Form Centre.														
Decision made:	Decision to fund up to £180,000 of Section 106 “Education” (Primary) monies for works to create a canopy to existing paved area to rear of dining hall at John Masefield High School and Sixth Form Centre, Ledbury.														
Reasons for decision:	The school requires additional space for casual dining to accommodate rising student numbers. The project will provide this through the installation of a canopy to create a covered area to the rear of the dining hall. The project will be funded from two Section 106 legal agreements: <table border="1"> <thead> <tr> <th>Planning Ref</th><th>GT / FIN Code</th><th>Contribution</th><th>Expiry Date</th></tr> </thead> <tbody> <tr> <td>P212375F</td><td>GT05 / FIN2188</td><td>£4,256.69</td><td>20/01/2033</td></tr> <tr> <td>P192482O</td><td>GT05 / FIN2440</td><td>£175,743.31</td><td>09/01/2036</td></tr> </tbody> </table> The school worked with Education Property Partnership to undertake the tender and contract award process. Based upon the tender returns and evaluation, the contract was awarded to Owen Pell Limited. We are satisfied that a sufficient tendering exercise has been completed in accordance with Herefordshire Councils Contract Procurement Rules (CPR). Responsibility for monitoring the project and managing expenditure within the total spend budget is to be with the S106 Programme Manager.			Planning Ref	GT / FIN Code	Contribution	Expiry Date	P212375F	GT05 / FIN2188	£4,256.69	20/01/2033	P192482O	GT05 / FIN2440	£175,743.31	09/01/2036
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Equality Considerations	Equality duty Under section 149 of the Equality Act 2010, the ‘general duty’ on public authorities is set out as follows: A public authority must, in the exercise of its functions, have due regard to the need to - a) eliminate discrimination, harassment, victimisation and any other														

	conduct that is prohibited by or under this Act; b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services. Our providers will be made aware of their contractual requirements in regards to equality legislation.
Highlight any associated risks/finance/legal/considerations:	• Delivery oversight – The project is funded by S106 contribution but works on-site will be managed by John Masefield High School and Sixth Form Centre in partnership with Education Property Partnership • Cost variation – Project has an assigned S106 budget, which it cannot exceed. • Unforeseen events/costs – Potential unknowns or unforeseen costs could lead to overspend. The S106 contribution is finite, any overspend would need to be provided through additional means.
Details of any alternative options considered and rejected:	Not to fund. This option is not recommended. Alternative projects were considered in conjunction with the school however this project was determined to be the best use of available funds.
Details of any declarations of interest made:	None declared.

Signed..... Date: 24 September 2026

Print Name: Liz Farr, Director of Education, Skills and Learning