

Record of operational decision

Decision title:	Decision to fund up to £145,500 of Section 106 “Education” monies for works to create a new food technology classroom at John Masefield High School and Sixth Form Centre.										
Date of decision:	29 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), Will Merriman (Sufficiency Planning and Capital Investment Manager), and Sarah Buffrey (Schools Organisation and Capital Investment Officer). External consultation with Rebecca French (School Business Manager) at John Masefield High School and Sixth Form Centre.										
Decision made:	Decision to fund up to £145,500 of Section 106 “Education” monies for works to create a new food technology classroom at John Masefield High School and Sixth Form Centre.										
Reasons for decision:	A feasibility study dated October 2025 conducted by Gleeds identified that the current food technology room is marginally undersized and that the subject is heavily subscribed. To be able to accommodate an increase up to 6FE the school requires a second food technology classroom. The existing food classroom adjacent to the food technology room lacks the specialist equipment to function as a full food technology teaching space. It will be refurbished to significantly increase the number of appliances, sinks and worktop areas available, allowing this space to become a second food technology room. Further works are planned elsewhere in the school to provide additional general teaching classrooms. This will compensate for the loss of the food classroom. The land is owned by Herefordshire Council and leased to the academy trust. The project will be funded from one Section 106 legal agreement: <table border="1"> <tr> <th>Planning Ref</th><th>GT / FIN Code</th><th>Contribution</th><th>Expiry Date</th></tr> <tr> <td>P1924820</td><td>GT05 / FIN2440</td><td>£145,500</td><td>09/01/2036</td></tr> </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 PJB Educational Property Maintenance Ltd. We are satisfied that a sufficient tendering exercise has been completed in accordance with Herefordshire Councils Contract Procurement Rules (CPR).			Planning Ref	GT / FIN Code	Contribution	Expiry Date	P1924820	GT05 / FIN2440	£145,500	09/01/2036
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P1924820	GT05 / FIN2440	£145,500	09/01/2036								

	Responsibility for monitoring the project and managing expenditure within the total spend budget is with the S106 Delivery Manager.
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 regard 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 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: 29 September 2026

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