

Cherwell District Council

Executive

Minutes of a meeting of the Executive held at 39 Castle Quay, Banbury, OX16 5FD, on 4 November 2025 at 6.30 pm

Present:

Councillor David Hingley (Leader of the Council & Portfolio Holder for Strategic Leadership) (Chair)
Councillor Lesley McLean (Deputy Leader of the Council and Portfolio Holder for Finance, Property & Regeneration) (Vice-Chair)
Councillor Tom Beckett, Portfolio Holder for Greener Communities
Councillor Chris Brant, Portfolio Holder for Corporate Services
Councillor Jean Conway, Portfolio Holder for Planning and Development Management
Councillor Nick Cotter, Portfolio Holder for Housing
Councillor Ian Middleton, Portfolio Holder for Neighbourhood Services
Councillor Robert Parkinson, Portfolio Holder for Safer Communities
Councillor Rob Pattenden, Portfolio Holder for Healthy Communities

Also Present:

Councillor John Broad

Also Present Virtually:

Councillor David Rogers, Deputy Leader of the Opposition, Cherwell Conservative and Independent Alliance
Councillor Amanda Watkins, Leader of the Labour Group
Councillor Les Sibley, Leader of the Independent Group

Officers:

Gordon Stewart, Chief Executive
Ian Boll, Executive Director Place & Regeneration
Stephen Hinds, Executive Director Resources
Nicola Riley, Interim Executive Director Neighbourhood Services
Michael Furness, Assistant Director Finance & S151 Officer
Shiraz Sheikh, Assistant Director Law & Governance and Monitoring Officer
Ian Upstone, Waste Resource Manager
Natasha Clark, Governance and Elections Manager

Officers Attending Virtually:

Mona Walsh, Assistant Director - Property
Celia Prado-Teeling, Performance Team Leader

51 **Declarations of Interest**

11. A New Arts Centre for North Oxfordshire.
Councillor Rob Pattenden, Other Registerable Interest, as a Trustee of Mill Arts Centre Trust.

52 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

The Chair welcomed Councillor Rogers, Deputy Leader of the Opposition Cherwell Conservative and Independent Alliance, Councillor Watkins, Leader of the Labour Group, Councillor Sibley, Leader of the Independent Group, and Councillor Broad to the meeting and advised them to indicate if they wished to speak.

53 **Minutes**

The minutes of the meeting held on 7 October 2025 were agreed as a correct record and signed by the Chair.

54 **Chair's Announcements**

The Chair advised that all Members and staff were invited to assemble in the Council Chamber on Tuesday 11 November at 10:30am. Councillor Pattenden would deliver a call to order prior to an air horn marking the beginning of a two-minute silence at 11am. The air horn would sound again at two minutes past eleven. Councillor Pattenden would conclude by reading the Kohima Epitaph.

The Chair reminded Executive members that a Special Executive was taking place at 6.30pm on Thursday 13 November to agree the council's local government review submission to the Government.

55 **Urgent Business**

There were no items of urgent business.

56 **Kerbside Glass Collection Service**

The Assistant Director Environmental Services and Interim Executive Director Neighbourhood Services submitted a report which set out the possible options for the Kerbside glass collection, a new requirement driven by the Environment Act.

In introducing the report, the Portfolio Holder for Neighbourhood Services explained that two changes were required to meet the requirements of Simpler Recycling, a new law. Firstly, glass must be collected at the kerbside. In addition, paper and cardboard must be collected separately from the rest of the recycling materials. The initial focus was the introduction of the Kerbside Glass collection in 2025/26.

All of the options considered to introduce kerbside glass collection would unavoidably increase the costs of the service. The proposed option of collecting glass in recycling blue bins was the least expensive. It was also considered straightforward as it did not require extra vehicles or staff and would be easy for residents to use. A communications plan would be developed to inform residents of the changes.

In considering the report, Executive members commented that this was a positive change that would be welcomed by residents. It would particularly benefit residents in rural areas with less access to bring banks.

In response to a query from Councillor Sibley regarding the cost of introducing the scheme from January 2026 rather than April, the Portfolio Holder for Neighbourhood Services explained that whilst there would be some loss of income, it was beneficial for residents for the service to start as soon as practicable.

Resolved

- (1) That the proposed changes to the waste collection service, introducing kerbside glass collections from January 2026 be supported.
- (2) That the potential impacts of the Environment Act on the waste collection service and that a further report on other elements of Simpler Recycling will come forward soon be noted.

Reasons

The council recommends introducing glass recycling from the kerbside by adding it to the blue bin during January 2026 to comply with Simpler Recycling. This approach has several benefits:

- This should make it easier for residents to recycle their glass and lead to a slight increase in the recycling rate (1-1.5%).
- It does not require additional capital for new containers or vehicles or the associated revenue implications of capital expenditure.
- It aligns with the method of glass collection used by Oxford City Council, which is essential as the three councils (including West Oxfordshire) move toward a potential new unitary council.

Remove the remaining banks in a planned manner. In some areas, the bring banks can be a focus for fly tipping. As kerbside glass collection is introduced, the volume of glass through the glass banks will roll out, and the volume of glass through the bring banks will fall.

Alternative options

Option 1: Collect glass mixed in with the blue bin (Preferred Option)

This option involves adding glass to the existing blue bin with other dry-mixed recyclables. It is straightforward, does not require extra vehicles or staff, and is easy for residents to use.

Key Financials: This option has no additional capital costs for new containers or vehicles. While there would be a capital cost of around £1.5 million for new bins for each property to comply with Simpler Recycling fully, this specific option does not add to it. However, the financial value of colour-separated glass is lost, and the gate fee at the Materials Recovery Facility (MRF) is the same whether glass is present or not, as of a new contract in August 2025. The gate fee would cover 15,000 tonnes of dry mixed recycling with glass, up from 11,500 tonnes without.

Option 2: Collect Glass Separately at the Kerbside (Rejected Option)

This method would require residents to have another container, likely a box, specifically for glass. It would also require more staff and vehicles.

Key Financials: The option for separate kerbside glass collection has significant capital costs:

- New vehicles: £625,000
- New kerbside boxes: £316,800
- Total estimated capital cost: £941,800
- The costs include delivery of boxes (£30,000) and removal of bring banks (£25,171).

There are also ongoing revenue costs resulting from capital expenditure to consider. Once these are added to the figures in section 4.6, the options relating to separate glass collection become the most expensive to implement. The additional revenue costs are forecast on an incremental basis in the table in the report.

This option also introduces new health and safety risks for collection staff related to manual handling and noise.

Option 3: Produce a TEEP assessment and continue using bring banks (Rejected)

This option involves a TEEP (Technically, Environmentally & Economically Practical) assessment, which may help to delay the implementation of the new requirements. The current low-cost glass bring bank system captures 70% of household glass. The Kerbside glass collection is significantly more expensive than the current bank system.

A TEEP assessment arguing for a delay in glass collection is unlikely to be robust or accepted. There are no technical or environmental barriers to kerbside collection. The economic argument will likely be considered weak, especially since the council will receive significant EPR funding from November 2025.

57 **Finance, Performance and Risk Monitoring Report Quarter 2 2025-2026**

The Assistant Director Finance (S151 Officer) submitted a report which reported to Executive the council's forecast yearend financial, performance and risk position as of the end of Quarter 2 2025.

In introducing the report, the Portfolio Holder for Finance, Property and Regeneration advised that the exempt appendix had been withdrawn and the associated recommendation 1.6 was therefore also withdrawn.

Resolved

- (1) That the council's finance, performance, and risk management report as at Quarter 2 be noted.
- (2) That the reprofiling of projects in the capital programme (annex to the Minutes as set out in the Minute Book) be approved.
- (3) That £0.040m of Rural England Prosperity Funding for the enhancement of Park Hill Recreation Ground in Kidlington be approved.
- (4) That the transfer of Extended Producer Reliability grant (£1.4m) to sit within Environmental Services from Executive Matters be approved.
- (5) That the virement of £85k from Health & Wellbeing (this budget was originally intended for the heating hardship fund, however, the Government re-instated the winter fuel allowance national scheme, so this is no longer required) to Environmental Services for the Councils contribution to the Oxfordshire Waste & Environmental Services Programme be approved.

Reasons

The report updates the Committee on the projected year-end financial position of the council for 2025/26, Quarter 2 performance position and updated Leadership Risk Register. Regular reporting is key to good governance and demonstrates that the council is actively managing its financial resources sustainably.

Alternative options

Option 1: This report summarises the council's forecast financial position up to the end of End of Year 2026, and a snapshot of our Performance and Risk position for Quarter 2 2025-26, therefore there are no alternative options to consider.

58 **Exclusion of the Press and Public**

Resolved

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraphs 3 and/or 5 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

59 **Finance, Performance and Risk Monitoring Report Quarter 2 2025-2026 - Exempt Appendix**

The exempt appendix had been withdrawn under item 8 (Minute 57).

60 **A New Arts Centre for North Oxfordshire**

The Interim Executive Director Neighbourhood Services submitted an exempt report in respect of a new Arts Centre for North Oxfordshire.

Resolved

(1) As set out in the exempt Minutes.

Reasons

As set out in the exempt Minutes.

Alternative options

As set out in the exempt Minutes.

61 **Local Electric Vehicle Infrastructure (LEVI) - Award of Contract**

The Assistant Director Property submitted an exempt report in respect of the award of contract for Local Electric Vehicle Infrastructure (LEVI).

Resolved

(1) As set out in the exempt Minutes.

Reasons

As set out in the exempt Minutes.

Alternative options

As set out in the exempt Minutes.

The meeting ended at 7.50 pm

Chair:

Date: