

March 2025

Tayside Contracts Joint Committee Schedule of Agreed Activities

Managing Director
TAYSIDE CONTRACTS

Tayside Contracts Joint Committee Schedule of Agreed Activities

Introduction

The constituent Councils (Angus Council, Dundee City Council and Perth & Kinross Council) entered into a [Minute of Agreement](#) to establish the Tayside Contracts Joint Committee, for the administration function of the constituent Councils delegated to the Joint Committee in terms of the Minute of Agreement – all as set out in a Schedule of Agreed Activities maintained by the Joint Committee.

This document constitutes the Schedule of Agreed Activities and is intended to cover the key principles of the services provided through the agreement. The Annexe provides a more detailed overview of the work type, services and activities that this relates to.

Schedule of Agreed Activities

The Agreed Activities delegated to the Tayside Contracts Joint Committee are: -

Construction Division

- The management and maintenance of infrastructure related to various Council assets including adopted and non-adopted Roads/Footways, Car Parks, Coastal and River infrastructure, Depots, Education Establishments, Play Parks and other Council Property/Assets of a similar type.

Facilities Services Division

- The provision of catering, facilities management, school crossing patrol and minor property maintenance services for school and non-school settings related to various Council assets.

Other Activities

In terms of the Minute of Agreement, if the Managing Director of Tayside Contracts proposes that the Joint Committee undertakes work that is materially different in nature and/or scale from the Schedule of Agreed Activities, then the approval of the Governance and Strategy Group and the Joint Committee should be sought, before this work is undertaken.

Annexe

Referenced below are examples of the type of works/services/activities that are provided:

Construction Division
Operations
<ul style="list-style-type: none"> • Winter maintenance and response
<ul style="list-style-type: none"> • Emergency out of hours response <ul style="list-style-type: none"> - road closures, - debris clearance, - flooding etc
<ul style="list-style-type: none"> • Routine and Reactive repairs e.g. <ul style="list-style-type: none"> - Defect repairs – road and footway repairs (various methods), patching, kerbing, slabbing, masonry, drainage, street furniture etc - Gully emptying, including the treatment and disposal of the materials
<ul style="list-style-type: none"> • Planned and Preventative repairs <ul style="list-style-type: none"> - Reconstruction, resurfacing utilising various methods and materials, surface dressing, slurry sealing treatments, joint fill/sealing/repair works etc
<ul style="list-style-type: none"> • New works/infrastructure: <ul style="list-style-type: none"> - General Civil works i.e. excavation, earthworks, groundworks, drainage, kerbing, slabbing, resurfacing etc - Environmental Improvement and Streetscape works i.e. slabbing, setts, street furniture etc - Traffic and road safety related repairs and upgrades i.e. installation of signalised and controlled crossings
<ul style="list-style-type: none"> • Streetlighting and associated electrical work covering all types of assets associated with this service.
<ul style="list-style-type: none"> • Road Marking <ul style="list-style-type: none"> - Hot and cold applied materials - bespoke designs - playground artwork - covering all types of assets associated with this service.
<ul style="list-style-type: none"> • Traffic and pedestrian management i.e. <ul style="list-style-type: none"> - installation, maintenance and removal
<ul style="list-style-type: none"> • Construction Project Management (large and small scale)
Sign Shop
<ul style="list-style-type: none"> • Signage (design, manufacture and installation) i.e.

- Road Signs
- Street Nameplates
- Vehicle graphics
- Tourist signs
- Office signage
- Safety signs
- Information signs
- Vinyl adhesive decals (for both external and internal usage)
- Street banners etc

Quarry

- **Provision of Dry and coated (bituminous) roadstone including transportation/haulage.**
- **Recycling Facilities for the processing of road construction material to an approved/accredited reusable material i.e. recycling of road construction waste.**

Transport Services

- **Fleet maintenance and Management,**
 - including vehicle servicing,
 - procurement,
 - licencing etc.

Facilities Services Division

Catering Services – provision of meals services including school and community meals

- School Meals
- School Breakfasts
- Early Learning and Childcare Meals
- Meals services for vulnerable families during school holiday period
- Community Meals

Facilities Management Services – provision of facilities management services in a school and non-school setting

- Janitorial Services
- Cleaning Services
 - Schools
 - Non-school buildings
 - Communal Cleaning
 - Car Parks
 - Void Houses
- School Crossing Patrol Services
- Minor Property Maintenance

- Portable Appliance Testing (PAT)
 - Painting and Decorating
 - Cleaning equipment repairs in schools
 - Gutter and flat roof cleaning
 - Window cleaning
 - Bus Shelter cleaning
-