

Ian Floyd, Chief Operating Officer, City of York Council
Calendar 1st April 2021 – 30th April 2021 inclusive

Please note: since February 2020, Ian's primary focus has been on the council's response to the Covid-19 pandemic and recovery

| Dates | Call / activity | Location |
|--------------|---|-------------------------|
| 01/04/21 | 13:00-14:00 Call with Corporate Director of People and Corporate Director of Place 14:00-15:00 Corporate Consultative Negotiating Committee | Working from home (WFH) |
| 02/04/21 | Bank Holiday | N/A |
| 05/04/21 | Bank Holiday | N/A |
| 06/04/21 | 10:00-10:30 Elections Planning 11:00-11:30 Virtual Staff Session 13:00-13:30 Call with Director of Governance 13:30-15:30 Portfolio Holder / Council Management Team Meeting 16:00-16:30 Call with Corporate Director of Place 16:30-17:00 Call with Director of Public Health | WFH |
| 07/04/21 | 09:15-10:00 Vacancy Control Group 10:00-12:30 Council Management Team Meeting 13:00-14:30 York Partnership Meeting 15:30-16:00 Internal Devolution discussion 16:00-16:30 Call with Leader of the Council 17:15-19:30 Outbreak Management Advisory Board | WFH |
| 08/04/21 | 10:30-11:00 Call with Head of HR 11:00-12:00 Council Leadership Group 14:00-14:30 Call with Corporate Director of People 15:15-15:45 Call with Director of Customer & Communities | WFH |
| 09/04/21 | Annual Leave | N/A |
| 12/04/21 | 11:00-11:30 Call with Chief Finance Officer 13:00-13:30 Call with Head of HR 14:00-14:30 Elections Planning Meeting 14:30-15:00 Call with Director of Governance 16:00-16:30 Call with Leader of the Council 16:30-17:30 Group Leaders Meeting | WFH |
| 13/04/21 | Annual Leave AM 13:30-15:30 Portfolio Holder / Council Management Team Meeting 16:00-16:30 Pre-brief for Public Safety Service | WFH |
| 14/04/21 | 09:30-12:30 Supplementary Vote Training for PFCC Elections 14:00-14:30 Call with PA 15:00-15:30 Call with York Central Project Director 16:00-17:00 Regional Chief Executive flooding sub group | WFH |
| 15/04/21 | 14:00-15:00 Office / Workforce Readiness with Executive Members 15:00-15:45 Call with Executive Members and Head of Communications 16:00-17:00 York & North Yorkshire Gold Command Meeting | WFH |
| 16/04/21 | 13:00-13:30 Call with Mazars 14:00-15:00 York Central Discussion 16:00-16:30 Call with the Leader of the Council | WFH |
| 19/04/21 | 09:00-12:00 Call with City of York Councillors 12:00-12:15 Call with Council Management Team 12:30-12:45 Call with Lord Mayor | WFH |

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| | 13:00-13:30 Call with Head of HR 16:00-16:30 Call with Leader of the Council 16:30-17:00 Call with North Yorkshire County Council Chief Executive | |
| 20/04/21 | 09:30-09:45 Call with Director of Governance 10:00-10:30 Election Planning Meeting 10:30-11:00 Call with Director of Governance 11:00-12:00 HR Call – interview shortlisting 13:30-15:30 Portfolio Holder / Council Management Team Meeting 16:00-17:00 CYC / NHS Vale of York Clinical Commissioning Group Joint Executive Meeting | WFH |
| 21/04/21 | 09:15-10:00 Vacancy Control Group 10:00-12:30 Council Management Team Meeting 13:30-14:00 Call with Director of Public Health 14:00-15:00 HR Call – interview shortlisting 15:00-15:30 Call with Director of Customer & Communities 15:30-16:00 Call with Corporate Director of Place 16:30-17:00 Internal Devolution discussion | WFH |
| 22/04/21 | 09:30-11:00 North Yorkshire Recovery Coordination Group 11:30-12:00 Call with Corporate Director of People 13:00-14:00 HR Call 17:00-20:00 CYC Executive Meeting | WFH |
| 23/04/21 | 10:00-10:30 Call with Director of Governance and Lord Mayor 13:00-15:00 Public Safety Service stakeholder workshop 16:00-16:30 Call with the Leader of the Council 16:30-17:00 Call with NHS Vale of York Clinical Commissioning Group Accountable Officer | WFH |
| 26/04/21 | 10:00-11:00 Leading Together Session 11:00-12:00 Office Readiness discussion 13:00-14:00 Elections Planning Meeting 14:00-14:30 Call with PA 14:30-16:00 Chief Executive Coordinating Group meeting 16:00-16:30 Call with the Leader of the Council 16:30-17:30 Group Leaders Meeting | WFH |
| 27/04/21 | 09:00-10:30 Planning for post COVID-19 10:30-11:00 Call with Director of Governance 11:00-12:00 Leading Together Session 13:30-15:30 Portfolio Holder / Council Management Team Meeting 16:00-16:30 Call with Chief Finance Officer | WFH |
| 28/04/21 | 10:00-11:30 Council Management Team Meeting Interview Panel PM | WFH |
| 29/04/21 | Interview Panel AM 15:00-17:00 North Yorkshire & York Strategic Partnership Panel | WFH |

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| 30/04/21 | 10:00-10:30 Call with Corporate Director of Place Interview Panel PM | WFH |

Desk time focussed on Covid-19 pandemic and recovery planning.