

Ian Floyd, Chief Operating Officer, City of York Council
Calendar 1st January 2021 – 29th January 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
01/01/21	Bank Holiday	N/A
04/01/21	10:00-11:00 CYC Corporate Leadership Group 16:00-16:30 Call with Leader of the Council 16:30-17:30 Group Leaders Meeting	Working from home (WFH)
05/01/21	10:00-11:00 Office Readiness Meeting 13:00-13:15 Call with PA 13:30-15:30 Portfolio Holder / Council Management Team Meeting 15:30-16:00 Call with Head of HR and Trade Union Representatives 16:00-16:30 Call with Leader of the Council 16:30-17:00 Internal Devolution discussion	WFH
06/01/21	10:00-11:00 Internal Gold Meeting 11:30-12:30 Council Management Team Meeting 13:00-14:00 York Partnership Meeting 14:00-14:30 Community Stadium Discussion 15:00-16:00 Regional Chief Executive's meeting 16:00-16:30 Call with Leader of the Council	WFH
07/01/21	11:00-12:00 Internal Gold Meeting 13:00-15:00 Yorkshire Leaders Board Meeting 16:00-17:00 York & North Yorkshire Gold Command Meeting	WFH
08/01/21	10:00-11:30 Yorkshire & Humber Chief Executive's Meeting 13:00-14:00 Call with Leader and Deputy Leader of the Council 14:00-14:30 Call with Leader of the Council and Corporate Director of People 15:00-16:00 Executive Corporate Recovery Meeting 16:00-16:30 Call with Leader of the Council	WFH
11/01/21	10:00-11:00 City of York Place Workshop 11:00-11:15 Call with NHS Vale of York Clinical Commissioning Group Accountable Officer 13:00-14:00 Community Stadium Working Group Meeting 14:00-14:30 Social Care Resource discussion 14:45-15:00 Call with Corporate Director of Economy & Place 15:00-15:15 Call with Corporate Director of People 15:30-16:00 Call with Assistant Director of Planning & Public Protection 16:00-16:30 Call with Leader of the Council 16:30-16:45 Call with Chief Finance Officer	WFH
12/01/21	09:00-10:00 Internal Gold Meeting 10:00-11:00 Call with Welcome to Yorkshire Chief Executive Officer 11:00-12:00 CYC Staff Information Session 13:00-13:15 Call with Director of Public Health 13:30-15:30 Portfolio Holders / Council Management Team Meeting 16:30-17:00 Internal Devolution discussion	WFH
13/01/21	09:15-10:00 Vacancy Control Group	WFH

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	11:00-12:30 Council Management Team Meeting 13:00-13:30 Call with Assistant Director of Transport, Highways & Environment 14:00-14:15 Call with Head of HR 14:15-14:30 Call with Director of Governance 15:30-16:00 Call with Assistant Director of Children's Services 16:00-16:30 Call with Leader of the Council 17:30-19:30 Outbreak Management Advisory Board Meeting	
14/01/21	15:00-15:30 Call with Corporate Director of People and Director of Public Health 15:30-15:45 Call with Assistant Director of Customer & Digital 16:00-17:00 York & North Yorkshire Gold Command Meeting 17:00-19:30 CYC Executive Meeting	WFH
15/01/21	11:00-11:30 Call with Assistant Director of Education & Skills 13:00-14:00 Executive Corporate Recovery Meeting 14:30-15:00 Call with Assistant Director of Regeneration & Asset Management	WFH
18/01/21	10:00-10:30 Call with Assistant Director of Customer & Digital 10:30-11:00 Call with Assistant Director of Adult Social Care 11:00-11:30 Call with Director of Public Health 11:30-12:00 Call with Corporate Director of People 12:00-12:15 Call with PA 14:00-14:30 Call with Assistant Director of Joint Commissioning 14:30-15:00 Call with Assistant Director of Communities & Culture 16:00-17:00 Group Leaders Meeting	WFH
19/01/21	09:00-10:00 Internal Gold Meeting 10:00-11:00 Call with Micklegate Ward Councillor 13:00-13:00 Call with Director of Public Health and Head of HR 13:30-15:30 Portfolio Holders / Council Management Team Meeting 15:30-16:30 Call with Chief Finance Officer 16:30-17:00 Call with NHS Vale of York Clinical Commissioning Group Executive	WFH
20/01/21	10:00-12:30 Council Management Team 13:00-14:00 Internal Gold Meeting 14:00-15:00 Call with North Yorkshire County Council Chief Executive 15:00-15:30 Call with Director of Governance 16:00-16:30 Call with Leader of the Council 16:30-17:30 Call with York Hospital Chief Executive	WFH
21/01/21	09:45-10:00 Call with Corporate Director of People 10:00-11:00 Call with Leader and Deputy Leader of the Council 11:00-11:30 Call with NHS Vale of York Clinical Commissioning Group Accountable Officer	WFH

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Dates	Call / activity	Location
	11:30-12:00 Internal Gold Meeting 13:00-14:00 Executive Corporate Recover Meeting 14:30-15:30 Call with Leader of the Council	
22/01/21	09:30-10:00 Internal Gold Meeting 10:00-11:00 Regional Chief Executive's Meeting 14:00-15:00 MP's & Commissioner Meeting 15:15-15:45 Call with Corporate Director of Economy & Place and Head of HR 16:00-16:30 Call with Leader of the Council	WFH
25/01/21	09:00-10:00 Internal Gold Meeting 10:00-10:15 Call with Corporate Director of People 10:15-10:30 Call with Corporate Director of Economy & Place 11:00-12:00 CYC Staff Information Session 14:00-14:15 Call with Chief Finance Officer 15:00-15:30 Call with Corporate Director of Economy & Place and Head of HR 16:00-16:30 Call with Leader of the Council	WFH
26/01/21	09:00-10:00 Internal Gold Meeting 10:00-10:30 Call with HR & Finance Teams 10:30-10:45 Call with Director of Governance 10:45-11:00 Call with Director of Public Health 11:00-12:00 Covid-19 Strategic Coordination Group 13:00-13:15 Call with Head of HR 13:30-15:30 Portfolio Holders / Council Management Team Meeting 15:30-16:00 Call with Director of Governance 16:30-17:00 Internal Devolution discussion	WFH
27/01/21	09:45-10:00 Vacancy Control Group 10:00-12:30 Council Management Team 15:15-15:30 Call with Assistant Director of Customer & Digital 16:00-16:30 Call with Leader of the Council 16:30-17:00 Call with NHS Vale of York Clinical Commissioning Group Executive	WFH
28/01/21	11:00-12:00 CYC Corporate Leadership Group Meeting 13:00-15:00 Specific work on Recovery and Renewal Strategy	WFH
29/01/21	10:00-10:30 Call with Corporate Director of People 12:00-14:00 Regional Chief Executive's Meeting 14:00-16:00 Specific work on Recovery and Renewal Strategy	WFH

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