Ian Floyd, Deputy Chief Executive, City of York Council

Calendar 1st July 2019 – 31st July 2019 inclusive

Dates	Meeting / activity	Location
01/07/19	09:00-11:00 Stadium & HR Matters 11:00-11:30 Meeting with Head of Corporate Strategy and City Partnerships 11:30-12:00 Meeting with Leader of the Council 13:00-13:30 Meeting with Head of Property Design and Facilities Management 14:00-15:00 Meeting with Assistant Director of Regeneration & Asset Management 15:30-16:30 Meeting with Executive Member for Economy and Strategic Planning and Head of Housing Delivery	West Offices, Station Rise, York, YO1 6GA (WO)
02/07/19	09:00-10:00 Council Management Team meeting 10:30-11:00 Meeting with Head of ICT 11:00-12:00 Budget Meeting for Economy & Strategic Planning portfolio 13:00-13:30 Meeting with Finance Manager 13:30-15:30 Portfolio Holders / Council Management Team Meeting 15:30-16:00 Meeting with Leader of the Conservative Group 16:30-17:30 Group Leaders Meeting	WO
03/07/19	09:00-10:00 Report writing 10:00-11:30 Corporate Consultative Negotiating Committee 12:30-14:00 Budget meeting for Finance & Performance portfolio Budget Preparation	WO
04/07/19	10:00-11:00 HR & Performance Matters 11:15-11:30 Call with Head of HR Annual Leave PM	WO N/A
05/07/19	Annual Leave	N/A
08/07/19	09:00-12:00 Email catch up / report writing 12:45-13:00 Meeting with Head of Communications 13:00-13:30 Meeting with PA 13:30-14:30 Budget Meeting for Policy, Strategy & Partnerships portfolio 14:30-15:30 Community Stadium Working Group Meeting 15:30-16:00 Meeting with Assistant Director of Customer & Digital Services 16:00-16:30 Meeting with Director and Head of Internal Audit	WO
09/07/19	09:00-12:00 Email catch up / report writing 12:30-13:00 Meeting with Leader of the Council 13:00-13:30 Call with Community Stadium team 13:30-15:30 Portfolio Holders / Council Management Team meeting 15:30-16:30 Meeting with Corporate Finance Manager	WO
10/07/19	10:00-11:00 Email catch up 1:00-12:30 Travel 12:30-14:00 Meeting with North Yorkshire County Council Chief Executive & Leader 14:00-16:30 Travel time	WO County Hall, Northallerton
11/07/19	09:00-12:00 Email catch up / Stadium matters / ICT matters	WO

Ian Floyd, Deputy Chief Executive, City of York Council

Calendar 1st July 2019 – 31st July 2019 inclusive

Dates	Meeting / activity	Location
	Annual Leave PM	N/A
12/07/19	09:00-10:00 Email catch up 10:00-10:30 Call with Head of Regenerations Programme 10:30-11:30 Call with Head of Business Intelligence Hub Annual Leave PM	WO N/A
15/07/19	09:00-12:00 Email catch up / performance matters 12:00-12:30 Meeting with Head of HR 12:30-13:00 Meeting with PA 13:0-13:30 Meeting with Executive Member for Children, Young People & Education 13:30-14:00 Meeting with Business Support Manager 14:00-15:00 Audit & Governance Chairs Briefing 15:00-16:00 Meeting with Head of Finance	WO
16/07/19	09:00-11:00 Budget preparation 12:45-13:30 Meeting with Assistant Director of Customer & Digital Services 13:30-15:30 Portfolio Holders / Council Management Team Meeting 15:30-16:00 Meeting with Corporate Director of Children, Education & Communities 16:00-16:30 Meeting with Leader of the Council	WO
17/07/19	Annual Leave AM 13:00-14:00 Preparation for Full Council 15:00-15:30 Meeting with Assistant Director of Customer & Digital Services, Head of Finance, Head of Business Intelligence and HR Manager 15:30-17:00 Budget Meeting for Health & Adult Social Care portfolio 18:30-22:00 Full Council	N/A WO The Citadel, York
18/07/19	09:00-15:00 Email catch up / report writing / preparation for Executive 15:00-16:00 Ofsted Review Final Feedback Meeting 16:00-16:30 Meeting with internal audit 16:30-17:00 Meeting with Corporate Director of Health, Housing & Adult Social Care 17:30-20:00 CYC Executive Meeting	WO
19/07/19	Annual Leave	N/A
22/07/19	Annual Leave	N/A
23/07/19	09:00-10:00 Budget strategy 10:00-10:30 Meeting with Head of Corporate Strategy and City Partnerships 10:30-12:00 Devolution Discussion Meeting 13:00-13:30 Meeting with Corporate Accountant 13:30-15:30 Portfolio Holders / Council Management Team Meeting 15:30-16:00 Meeting with PA	WO
24/07/19	09:00-12:00 Council Management Team Meeting 13:00-14:00 Meeting with Head of Business Support 14:00-14:30 Meeting with Head of HR	WO

Ian Floyd, Deputy Chief Executive, City of York Council

Calendar 1st July 2019 – 31st July 2019 inclusive

Dates	Meeting / activity	Location
	14:30-15:00 Meeting with Head of HR and Head of Business Intelligence 15:00-15:30 Meeting with Leader and Deputy Leader of the Council 15:30-16:00 Meeting with Leader of the Council 16:00-16:30 Meeting with PA	
25/07/19	Annual Leave	WO
26/07/19	09:00-17:00 Budget preparation & performance / HR matters	WO
29/07/19	09:00-10:00 Meeting with PA 10:30-12:00 Budget Meeting for Housing & Safer Neighbourhoods portfolio 13:00-14:30 Budget Meeting for Children, Young People & Education 14:30-15:00 Meeting with Assistant Director of Customer & Digital Services, Head of Finance, Head of Business Intelligence and HR Manager 15:00-16:30 Cost Control Meeting 16:30-17:00 Meeting with Corporate Director of Economy & Place	WO
30/07/19	09:00-12:00 Catch up on papers for Executive. Performance / budget / HR matters 12:00-13:00 Budget Meeting for Environment & Climate Change portfolio 13:00-13:30 Meeting with PA 13:30-16:00 Portfolio Holders / Council Management Team Meeting 16:00-17:00 Budget Meeting for Culture Leisure & Communities	WO
31/07/19	Annual Leave	N/A