

**Ian Floyd, Chief Operating Officer, City of York Council**  
**Calendar 1<sup>st</sup> May 2021 – 31<sup>st</sup> May 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
03/05/21	Bank Holiday	N/A
04/05/21	10:00-10:30 Elections Planning 11:00-12:00 Meeting with Local Government Association Principal Advisor 12:00-13:00 Call with Lord Mayor 17:30-22:00 Extraordinary Full Council Meeting	Working from home (WFH)
05/05/21	10:30-12:30 Council Management Team Meeting 15:00-15:30 Call with Director of Customer & Communities 16:00-16:30 Call with Council Leader 17:00-17:30 Call with West Yorkshire Combined Authority Managing Director	WFH
06/05/21	Police, Fire and Crime Commissioner Election Polling Day	York
07/05/21	Police, Fire and Crime Commissioner Election Count	York Racecourse
10/05/21	10:00-10:30 Call with PA 10:30-11:00 Call with Corporate Director of Place 11:00-12:00 Leading Together Session 13:00-13:30 Call with ICT Support 14:30-15:00 Call with Head of Civic & Democratic Services 15:30-16:00 Call with Head of HR 16:00-16:30 Call with Leader of the Council 16:30-17:30 Group Leaders Meeting	WFH
11/05/21	09:00-10:00 Call with Corporate Director of People and Corporate Director of Place 10:30-11:00 Call with Chief Finance Officer 11:00-12:00 Call with Director of Customer & Communities 13:30-15:30 Portfolio Holder / Council Management Team Meeting 16:00-17:00 York Place Board Meeting	WFH
12/05/21	10:00-12:30 Council Management Team Meeting 13:30-14:30 Annual Council Preparation Discussion 15:00-16:00 Call with Askham Bryan College Chief Executive Officer	WFH
13/05/21	11:00-12:00 Alliance Leadership Discussion 14:00-15:30 BEIS / CYC Senior Management Discussion 16:00-17:00 York & North Yorkshire Gold Command	WFH
14/05/21	10:00-11:30 Regional Chief Executive Meeting 16:00-16:30 Call with Leader of the Council	WFH
17/05/21	10:00-10:30 Call with Director of Governance 11:30-12:00 Call with Corporate Director of People 13:00-14:00 Call with Head of Corporate Strategy and City Partnerships 14:30-15:00 Call with Director of Public Health 16:30-17:00 Call with Director of Governance, Chief Finance Officer and Head of Communications	WFH
18/05/21	09:00-12:00 Mandatory Surveillance Training 13:30-14:30 Portfolio Holder / Council Management Team Meeting 16:00-16:30 Call with Leader of the Council	WFH

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<b>Dates</b>	<b>Call / activity</b>	<b>Location</b>
19/05/21	10:00-12:30 Council Management Team Meeting 13:30-14:00 Call with Director of Customer & Communities 14:00-15:00 Call with Director of Governance and Chief Finance 16:00-16:30 Call with Corporate Director of Place 16:30-17:00 Internal Devolution Discussion	WFH
20/05/21	10:00-11:30 North Yorkshire Local Resilience Forum Board Meeting 13:00-13:30 Call with North Yorkshire Police 17:30-19:30 CYC Executive Meeting	WFH
21/05/21	12:30-13:00 Annual Council Discussion 14:30-15:30 MP & Commissioner Briefing 15:30-16:30 Executive Corporate Recovery Meeting	WFH
24/05/21	10:00-11:00 Call with Corporate Director of Place 11:00-12:00 Officer Readiness Discussion 13:00-13:30 Call with Head of HR 13:30-14:00 Call with PA 15:00-15:30 Call with Leader and Deputy Leader of the Council 15:30-16:00 Workforce Readiness meeting with Executive Members 16:00-16:30 Call with Leader of the Council 16:30-17:30 Group Leaders Meeting	WFH
25/05/21	11:00-12:00 Call with Director of Governance and Head of Communications 13:30-14:30 Portfolio Holder / Council Management Team Meeting 15:00-16:00 Regional Chief Executive Meeting 16:00-16:30 Call with Chief Finance Officer	WFH
26/05/21	10:00-12:30 Council Management Team Meeting 14:00-15:00 Call with NHS Vale Of York Clinical Commissioning Group Accountable Officer 15:00-16:00 Call with York & North Yorkshire Local Enterprise Partnership Chief Operating Officer 16:30-17:30 Call with North Yorkshire Police, Fire & Crime Commissioner	WFH
27/05/21	10:00-15:00 Annual Council 15:30-16:30 North Yorkshire & York Strategic Partnership Board Meeting	York
28/05/21	13:00-13:30 Call with Director of Customer & Communities	WFH
31/05/21	Bank Holiday	N/A

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