

**Ian Floyd, Chief Operating Officer, City of York Council**  
**Calendar 1<sup>st</sup> September 2021 – 30<sup>th</sup> September 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
01/09/21	Annual Leave	N/A
02/09/21	Annual Leave	N/A
03/09/21	Annual Leave	N/A
06/09/21	Annual Leave	N/A
07/09/21	Annual Leave	N/A
08/09/21	10:00-12:30 Council Management Team Meeting 13:15-14:00 Call with Assistant Director of Policy & Strategy 14:00-15:30 Call with Leader of the Council 15:30-16:00 Call with Head of HR 16:30-17:00 Call with Leader and Deputy Leader of the Council	Working from home (WFH)
09/09/21	08:30-09:00 Call with York Central MP 10:00-13:00 North Yorkshire Local Resilience Forum Board Meeting 15:00-15:30 Call with Director of Governance 16:30-17:00 HR discussion	WFH
10/09/21	08:30-13:00 Interviews – panel member 13:00-14:00 Yorkshire Universities and Local Authorities Sector Engagement	WFH
13/09/21	10:00-10:30 Call with PA 11:00-12:00 Call with LGA Advisor 14:00-14:30 Call with Head of Democratic Governance 14:30-15:30 Call with Police Fire and Crime Commissioner 15:30-16:00 Call with Director of Safeguarding and Head of HR 16:45-17:15 Call with Director of Governance, Chief Finance Officer and Head of HR	WFH
14/09/21	08:00-09:00 Humber/York/North Yorkshire Chief Executives Catch up Travel 11:30-13:00 Model Code Training Session 13:00-13:30 Call with Corporate Director of People 13:30-17:00 Portfolio Holders / Council Management Team Meeting	WFH  West Offices, York
15/09/21	09:00-09:30 Election discussion 09:30-10:00 Call with Director of Governance 10:00-12:30 Council Management Team Meeting 13:30-14:30 Call with Leader of Labour Group 14:30-15:00 Call with Corporate Director of Place 15:00-17:30 Yorkshire and Humber Climate Commission Meeting	WFH
16/09/21	09:45-10:00 Call with Head of HR 10:00-10:30 Call with Director of Customer & Communities 11:00-12:00 Call with Director of Governance, Chief Finance Officer and Head of HR 13:30-14:00 Call with Director of Governance and Head of Democratic Governance 14:30-15:00 Call with Chief Finance Officer	WFH

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Dates	Call / activity	Location
	16:00-17:00 York & North Yorkshire Gold Command Meeting	
17/09/21	09:00-11:00 Chief Executives' Group - North Yorkshire and York 11:30-12:00 Call with Corporate Director of People and Head of HR 15:00-15:30 Call with North Yorkshire County Council Chief Executive	WFH
20/09/21	09:00-10:00 CYC Health & Alliance Project Group Meeting 10:00-11:00 York Health Alliance Discussion 11:00-11:30 CYC New Staff Induction 11:30-12:00 Call with Director of Prevention & Commissioning 13:00-14:00 Call with YPO	WFH
21/09/21	09:00-12:30 Interviews – panel member 13:30-15:30 Portfolio Holder / Council Management Team Meeting 15:30-16:00 Interview – panel member 16:00-17:00 Vale of York Clinical Commissioning Group / CYC Joint Executive Meeting	WFH
22/09/21	10:00-12:30 Council Management Team Meeting	West Offices, York
23/09/21	11:00-13:00 Yorkshire Leaders Board Meeting 16:30-17:00 Call with Head of HR 17:00-17:30 Call with Independent Chair and Lead for the Humber Coast & Vale Integrated Care System	York
24/09/21	10:30-11:00 Call with Vale of York Clinical Commissioning Group Accountable Officer 14:00-15:00 Call with Chief Operating Officer at York, North Yorkshire & East Riding Enterprise Partnership	WFH
27/09/21	09:30-10:00 Fuel disruption – command meeting 10:00-11:00 Working as One Group 11:00-12:00 Call with Corporate Director of People and Corporate Director of Place 13:00-13:15 Call with Assistant Director of Policy & Strategy 13:15-14:00 Call with Director of Governance and Assistant Director of Policy & Strategy 14:00-14:30 Call with Director of Governance 16:00-16:30 Call with Assistant Director of Customer & Communities and Head of HR	WFH
28/09/21	10:00-10:30 Call with Chief Finance Officer 10:30-11:00 Call with Director of Customer & Communities 11:00-11:30 Call with Director of Safeguarding and Director of Prevention & Commissioning 11:30-12:00 Call with Corporate Director of Place 13:00-13:30 Call with Director of Public Health 13:30-15:30 Portfolio Holder / Council Management Team	WFH

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Dates	Call / activity	Location
	Meeting 16:30-17:00 Call with Corporate Director of People	
29/09/21	09:00-10:30 People Services Board Meeting 10:30-13:00 Council Management Team Meeting 14:00-14:30 HR call 14:30-15:00 Call with Chair of Joint Standards Committee 15:00-16:00 Regional Chief Executive Meeting 16:00-16:30 Call with Leader of the Council 17:00-19:30 Outbreak Management Advisory Board Meeting	WFH
30/09/21	12:30-13:00 Call with Vice Chair of Joint Standards Committee 13:00-14:00 Regional Chief Executive Flooding Sub-Group 15:00-15:45 HR call 16:00-17:30 North Yorkshire & York Strategic Partnership Board	WFH

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