

CONTINUING PROFESSIONAL DEVELOPMENT LOG

NAME: Viv Tunnadine

2019

Guide to completing CPD record log

Examples of learning method

- Online learning
- Course attendance
- Independent learning
- Reading
- Research

What was the topic?

Please give a brief outline of the key points of the learning activity.

Link to Council Priorities and committee work plan and personal action plan

Please identify the part or parts of the Council Plan, committee work plan & personal relevant to the CPD.

Please provide the following information for each learning activity, until you reach 12 hours of CPD (of which 6 hours must be participatory).

| Dates: | Method Please describe the methods you used for the activity: | Topic(s): | Link to Council Priorities & work plan | Number of hours: | Number of participatory hours: | CPD points |
|---------------|---|---|---|-------------------------|---------------------------------------|-------------------|
| 14/01/19 | Reading and on-line research | Statutory compliance regarding The Public Sector Bodies (Websites And Mobile Applications)(No.2) Accessibility Regulations 2018 – development of work plan, scope of work for IT provider, website review, budget allocation for scheme of work, long-term implications and review of all published documents | Yes | 25 | 25 | 6 |
| 28/03/19 | Reading | Electoral Commission – Parish Elections and Local Elections (Parishes and Communities) Rules 2006 (as amended). | Yes | 2 | 2 | 1 |
| 11/05/19 | In house training day | Council induction | Yes | 8 | 8 | 2 |

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|--------------|---|---|---|------------|---------------------------------------|-------------------|
| 01/07/19 | Co-option/Election eligibility | Reading, research and seeking professional advice – Electoral Commission and NALC | Yes | 8 | 8 | 2 |
| 01/07/19 | Dementia Friend Training | Dementia Awareness – External Training | Yes | 1 | 1 | 2 |
| 31/07/19 | SLCC North West Conference | Website compliancy and best practise | Yes | 8 | 8 | 2.5 |
| 03/10/19 | Staff retention and performance | Local Government Workforce Survey 2016/17 Research report June 2018 | Yes | 2 | 2 | 1 |
| 04/10/19 | Staff retention and performance | Reading, research - OUTSIDE, THE BOX,THE COUNCIL WORKFORCE OF TOMORROW, Lucy Terry and Claire Mansfield | Yes | 2 | 2 | 1 |
| 17/10/19 | Rural Service4s Network – Rural Strategy Roadshow | Attendance at a day seminar introducing the RSN’s Rural strategy and participating in the consultation behind the strategy. | Yes | 5 | 5 | 2 |
| Reading | Periodicals Full yea - The Clerk, LGC, and LGR | Various | Yes | - | - | 3 |
| | | | Total: | | | 22.5 |