

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 Services 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
04/11/19	Learning at work	Climate Change - Research related to climate change and actions planning for Councils. Includes LEAP training and mentorship for community-led planning	Yes	16 hours and ongoing -	16+	6

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Reading	Periodicals Full year - The Clerk, LGC, and LGR	Various	Yes	-	-	6
			Total:			28.5