

# CONTINUING PROFESSIONAL DEVELOPMENT LOG

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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).

<b>Dates:</b>	<b>Method</b> Please describe the methods you used for the activity:	<b>Topic(s):</b>	<b>Link to Council Priorities &amp; work plan</b>	<b>Number of hours:</b>	<b>Number of participatory hours:</b>	<b>CPD points</b>
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

