

# **WEST DUNBARTONSHIRE COUNCIL**

## **Report by the Chief Executive**

**Community Participation Committee: Wednesday 21 June, 2006**

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**Subject: WDC Community Group Database**

### **1. Purpose**

- 1.1** The report puts forward suggestions for up-dating WDC's Community Group Database and seeks committee members' views on proposals.

### **2. Background**

- 2.1** Over the years, West Dunbartonshire Council has developed a community group database, held in the Policy Unit. The database currently holds contact details for just under 400 groups. It is up-dated regularly.

### **3. Main Issues**

- 3.1** The community group database is currently used by a range of Council services and some community planning partners e.g. West Dunbartonshire Partnership, for a number of purposes. These include:
- Dissemination of information to groups e.g.
    - CPC Newsletter
    - External Funding News
  - Notification of meetings and events:
    - Civic Forum Meetings
    - Budget Forum Meetings
    - Community Week and Community Day
  - Consultations e.g.
    - Involving Communities
    - Standards for Community Engagement
    - Age and Experience
- 3.2** It may also be relevant from time to time for other community planning partners to access the database. Potentially any one of the following partners could make use of it:

- West Dunbartonshire Council:
- NHS
- Jobcentre Plus
- Scottish Enterprise Dunbartonshire
- Police
- Fire Service

- Private Sector (representative organisations)
- Voluntary Sector
- Communities Scotland

- 3.3** Other Community Planning Partners and other council services also have their own databases which they use to contact groups. Subject to identifying the necessary resources, it would possible to develop the database further to provide a comprehensive and detailed stakeholder database for use by community planning partners in consultations and information provision. This would integrate the large number of databases referred to above. Any such proposal would require to go to the Community Planning Board for consideration and approval.
- 3.4** This would, for example, enable agencies to select out groups who have expressed an interest in particular subject areas for targeted consultations or to provide specific, relevant information.
- 3.5** It would also be possible to widen the scope of the database to include, for example, the business community.
- 3.6** A resource like this would require to be managed at a central point, and data protection issues would have to be taken into consideration.

#### **4. Recommendations**

- 4.1** Committee members are invited to comment on the principle that the range of community planning partners should be allowed access to WDC's community database, subject to the necessary data protection permissions being sought.
- 4.2** Committee members are invited to comment on the proposal to look further into developing the database into a comprehensive stakeholder database, centrally managed for the community planning partners.

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