



ANNEX M

THE HEALTHCHECK TEAM



THE STEERING GROUP

Leatherhead Tomorrow was managed by a Steering Group which met monthly to direct the overall work of the project coordinator and Work Groups and to make budget decisions. The Steering Group comprised the following people:

ROLE	NAME	AFFILIATION
Chairman:	Colin Langley	Leatherhead and District Countryside Protection Society Fetcham resident
Work Group leaders:		
Economy	John Howarth	President, now immediate Past-President of the Leatherhead and District Chamber of Commerce
Social and Community	David Mitchell-Baker	President of Ashtead Residents' Association, Ashtead Rotary, Ashtead Good Neighbours
Transport and access	Di Stirling	Friend of Ashtead Residents' Association
Environment	Heather Ward	Chairman of the Leatherhead Town Centre Forum; Leatherhead Resident
Local Representatives		
Bookham	John Pagella	Bookham Residents' Association
Ashtead	Di Stirling	See above
Fetcham	Colin Langley	See above
North Leatherhead	Bernard Dore-Boize	North Leatherhead Community Association
Town Centre	Heather Ward	See above
	Kay Meats	Leatherhead Resident and Leatherhead Community Association
Town Centre; Transport Work group	Paula Sabine	Leatherhead Resident; Leatherhead Ahead
Treasurer	Bernard Dore-Boize	
Officer Support:	Sophie Lund	Independent Project Coordinator
	Rod Shaw	Mole Valley District Council
	Margaret Morton	Surrey Rural Towns Coordinator from April 2005, replacing SCC officer Helen Wade.
Council Members	Cllr Tim Hall	Surrey County Councillor
	Cllr Tony Moore	Mole Valley Councillor

In view of the vigorous debate concerning the town centre over recent years, Mole Valley District Council and Surrey County Council were keen that the Healthcheck should be a community-led project, in which the community decides how it would like their town to be in the future, rather than a project driven by the Councils / or in which the Councils took a lead role. Therefore the Mole Valley officer and councillors on the Steering Group provided information at the request of the team but were not involved in the Work Groups or day-to-day activities.

The village Residents' Associations were involved from an early stage of the Healthcheck and throughout the process. Each put forward a member to join the Steering Group, who had the role of feeding back progress to their associations as the Healthcheck progressed, as well as feeding relevant information into the process from the point of view of the village residents, and encouraging the village residents to become involved. A member of Leatherhead Ahead, a local campaigning group, was also involved in the Steering Group and in one of the project teams.

In accordance with the Healthcheck guidance, Work Groups were set up comprising volunteers from across the community, focusing on each of the four Healthcheck themes. The Work Group leader represented the group on the Steering Group. The Steering Group employed a part time Project Coordinator, from mid March, to coordinate the activities of the groups. The Steering Group met monthly to provide overall direction to the Healthcheck.



A Project Team met regularly during the project, comprising the Project Chairman, the Work Group leaders and the Coordinator. The individuals had their specific project roles and in addition, with their different skills, outlooks and contacts across the community, made up an effective and harmonious team.

David Mitchell-Baker joined the team at the end of June to lead the Social & Community effort after the initial leader withdrew due to work and other commitments. The Social & Community group of Healthcheck topics is the most wide ranging of the four and presented the heaviest workload. David injected new impetus and ideas but was incapacitated for several weeks due to illness. This prevented him from covering some topics at all and from consulting on some to the depth planned. Hence there are areas in the Social & Community remit that will require further investigation. These are noted in the report.

WORK GROUP TEAMS:

Economy	Social and Community	Transport and Access	Environment
John Howarth (team leader)	David Mitchell Baker (team leader)	Di Stirling (team leader):	Heather Ward (team leader)
Pat Lawless (Swan Centre)	Hilary Porter	Paula Sabine (parking)	Colin Langley (townscape)
Lucy Hanson (Town Centre Manager)	Gill Jackson	Ron Eaton (trains)	
		John Meudell (cycling)	
Keith Chandler, who established the questionnaire input and analysis tool to meet our budget and who worked with the coordinator to analyse the questionnaire results.			
The team of student data inputters: Suzanna White, Rachel Bowen, Emily Gear and Helen Green.			

The Work Groups consulted the community on the specific Work Group topics as part of the process of completing the worksheets, and as part of the general community consultation and public consultation programmes. Using the worksheet responses and the feedback from the community and public consultations, the Work Groups drew out the key findings and potential projects.

The number of people who volunteered to help on the project was very small. The team considered there were three main reasons for this:

- The small number of willing volunteers in the town - evidence provided from other community projects.
- Over-consultation – there was a feeling amongst those approached of: ‘we have said this before, now please give us the result’ .The community had their fill of argument over the Phase 2 High Street Works in previous years and just wanted improvement.
- The short period before the launch to attract people to help before the nine month project started.

The project teams were small, reflecting the small volunteer base in the area. The project team had attempted to recruit people from the launch and at other times in the Healthcheck process, but would have benefited from commencing the recruitment drive well before the launch in order to have people available at an early stage in the healthcheck process, especially given the short project timescale and the over-commitment of the available volunteer base.

Whilst having such small teams meant a few people working very hard on the project, there were benefits. As well as consulting widely to ensure the issues and ideas were representative of the whole community, the project team was a flexible group, meeting regularly to discuss findings and the ideas expressed by residents, and sharing many of the consultation activities. This is reflected in the multi-issue approach to many of the project ideas which have developed.



THE FUTURE PROJECT TEAM

The Steering Group is at an advanced stage of forming a 'not-for-profit' Company called 'The Leatherhead Area Development Partnership Limited.' to take the projects forward into implementation. Key members of the Steering Group have agreed to remain involved as the project moves to the next phase overseeing the setting up of this independent entity.