

# **LONDON ENVIRONMENTAL HEALTH PRACTITIONERS**

**Also known as ALEHM – the Association of London Environmental Health Practitioners**

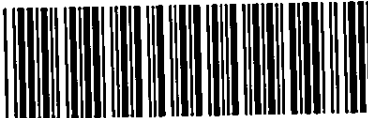
## **REPORTS AND FINANCIAL STATEMENTS**

**FOR THE PERIOD 18 JULY TO 31 DECEMBER 2007**

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**(LIMITED BY GUARANTEE)**  
**Company No. 6316667**

## **LONDON ENVIRONMENTAL HEALTH PRACTITIONERS**

### **REPORT OF THE DIRECTORS FOR THE PERIOD 18 JULY TO 31 DECEMBER 2007**

The company was incorporated on 18<sup>th</sup> July 2007. This directors' report has been prepared in accordance with the special provisions relating to small companies in accordance with section 246(4) of the Companies Act 1985.

#### **Objectives of ALEHM**

The company was formed to protect and improve the environment and public health in London.

#### **Business review and principal activities - *Chairman's Report***

ALEHM members decided that it would be more effective if it became an incorporated company and achieved charitable status. Incorporation as the London Environmental Health Practitioners was achieved during the year. A Chair and board of Directors was elected to manage the new company and an application for charitable status was made in November 2007.

During the period member meetings were held. At each meeting a presentation was given on current environmental health issues. Issues covered include the role of the Local Better Regulation Office, adoption of the London Sewer Rat Protocol and the support available from, Positive Action Training Highway (PATH), to assist boroughs in recruiting and training staff from ethnic minorities. ALEHM was awarded 'the Best Business Partner 2007' by PATH. Recruitment and retention of staff is an important issue for the profession and at the September meeting the award to London environmental health staff of Key Worker status was announced, including the housing opportunities available from home buy agents.

ALEHM has technical groups that coordinate enforcement within their topic area and brief members at meeting on developments in their specialist fields.

Seminars were held to deal with specific topics. In January an event was held to explore the opportunities for environmental health and trading standards working more effectively together. Presentations were given on The Rogers Review and the Retail Enforcement Pilot. Local Area Agreements (LAA) was the subject of the seminar held in April with contributions from the Government Office for London, LACORS and the CIEH. Practical examples of LAA development by local authority colleagues were given.

The Association operates a student training consortium. Students studying on Environmental Health degree or Masters courses are invited to apply for places on the scheme. Successful students receive a small annual bursary and access to a managed programme of practical training. A parallel scheme for students undertaking the Food Law Enforcement course at Middlesex University is also operated.

The Association organised a London smokefree forum with representation from borough enforcement staff to provide a mechanism for the uniform implementation of the smoking ban in the Capital.

ALEHM, its London food coordinating group (LFCG) and 22 participating London boroughs successfully completed a Food Standard Agency (FSA) funded project to promote 'Safer Food Better Business' (a food hygiene management system) to business. ALEHM received £514K funding over three years. Borough staff advised businesses of the scheme and invited them to training sessions. Over 3000 took advantage of "face to face" support either by attending a seminar/workshop held at a local venue or from a coaching visit made to their business.

## **LONDON ENVIRONMENTAL HEALTH PRACTITIONERS**

### **REPORT OF THE DIRECTORS FOR THE PERIOD 18 JULY TO 31 DECEMBER 2007**

The Scores on Doors (SoD) scheme is being led by the LFCG and concerns the requirement for food premises proprietors to display on their premises the results of a food safety inspection carried out by environmental health staff. The results of the inspection are summarised in a star rating scheme. In addition to the scores being displayed on the premises they are also placed on a dedicated website. 28 London boroughs are taking part in the scheme. The scheme was initially sponsored by the FSA but this funding has ceased and future maintenance of the scheme will be funded by contributions from participating boroughs managed by the LFCG on behalf of ALEHM.

The ALEHM technical adviser on environmental protection has been working with LACORS in their work to coordinate local authority response to the topic. Initiatives undertaken include responding to Government consultations, engaging directly with Defra officials. The London wide scheme 'airTEXT' provides a free SMS, voice and e-mail air pollution alerts and is available to all residents and visitors.

Value for money benchmarking of specific service areas has been carried out by participating boroughs.

ALEHM members work with the Health and Safety Executive Partnership Manager to develop and deliver coordinated regulatory service delivery. Initiatives covered during the year include delivery of the Fit3 initiative and the sharing of specific health and safety data with individual boroughs to help focus regulatory visits.

ALEHM has adopted the Water for Kids charity. Water for Kids acknowledges that ALEHM is the first organisation to become a member of the charity.

The profit and loss account for the period is set out on page 5.

#### **Principal risks and uncertainties**

The company relies upon voluntary support from London boroughs and their staff. Limited resources challenge the delivery of a robust work programme. The company manages this risk by consulting as widely as possible with its members to ensure it has resources and support to deliver the work programme.

The company has no third party debt. It therefore has no interest rate exposure.

#### **Environment**

The company recognises the importance of its environmental responsibilities, monitors its impact on the environment, and designs and implements policies to reduce any damage that might be caused by the company's activities.

#### **Employees**

ALEHM had no employees during the year see note 5 on page 8.

#### **Directors**

The directors who have served throughout the period are set out below:

S. Miller  
K. Hill

Chairman  
Secretary

## **LONDON ENVIRONMENTAL HEALTH PRACTITIONERS**

### **REPORT OF THE DIRECTORS FOR THE PERIOD 18 JULY TO 31 DECEMBER 2007**

#### **Statement of Director's Responsibilities**

The directors are responsible for preparing the Annual Report and the financial statements. The directors have chosen to prepare the accounts for the charity and the group in accordance with United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors to prepare such financial statements for each financial year which give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the charity and of the group and of the profit or loss of the society for that period and comply with UK GAAP and the Companies Act 1985. In preparing those financial statements, the trustees are required to

#### **Statement of Director's Responsibilities - continued**

- (a) select suitable accounting policies and then apply them consistently,
- (b) make judgements and estimates that are reasonable and prudent,
- (c) state whether applicable accounting standards have been followed,
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Auditors**

The auditors will be appointed in accordance with section 385 of the Companies Act 1985 at the next Annual General Meeting.

#### **Disclosure of information to auditors**

In the case of each of the persons who are directors of the company at the date when this report was approved:

- so far as each of the directors is aware, there is no relevant audit information (as defined in the Companies Act 1985) of which the company's auditors are unaware, and
- each of the directors has taken all the steps that he/she ought to have taken as a director to make himself/herself aware of any relevant audit information (as defined) and to establish that the company's auditors are aware of that information.

Signed on behalf of  
the Board of Directors

**K Hill**  
Secretary  
Chadwick Court  
15 Hatfields  
London  
SE1 8DH



## **LONDON ENVIRONMENTAL HEALTH PRACTITIONERS**

### **CHARTERED ACCOUNTANTS' REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF LONDON ENVIRONMENTAL HEALTH PRACTITIONERS (ALEHM)**

We report on the financial statements for the period ended 31 December 2007, which comprises the profit and loss account, the balance sheet and the related notes

This report is made solely to the company's members, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might state to the company's members those matters we are required to state to them in a reporting accountants' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of directors and reporting accountants**

As described on page 3 the company's directors are responsible for the preparation of the accounts, and they consider that the company is exempt from audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

#### **Basis of opinion**

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England & Wales and have complied with the ethical guidance laid down by the Institute. Our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquires of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

#### **Opinion**

In our opinion

- The accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985,
- Having regard only to, and on the basis of, the information contained in those accounting records
  - The accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act, and
  - The company satisfied the conditions for exemptions from an audit of the accounts for the year specified in section 249A of the Act and would have satisfied the conditions set out in section 249A(4) had the company been registered as a charity and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1)

PKF (UK) LLP  
Chartered Accountants  
London, UK  
2008



27 May

**LONDON ENVIRONMENTAL HEALTH PRACTITIONERS**  
**PROFIT AND LOSS ACCOUNT**  
**FOR THE PERIOD 18 JULY TO ENDED 31 DECEMBER 2007**

	£	2007 £
<b>Turnover</b>		
Subscriptions - Student Consortia	36,000	
Project Funding - SFBB	83,629	
Scores on the Doors	0	
	<hr/>	119,629
<b>Cost of sales</b>		
Student Consortia	16,784	
SFBB	83,629	
Scores on the Doors	6,786	
	<hr/>	107,199
<b>Gross profit</b>		12,430
<b>Administrative expenses</b>		
Minute takers	4,200	
Coordinator fees and expenses	11,900	
Sundry expenses	2,706	
Audit fee	2,000	
	<hr/>	20,806
<b>Operating loss before interest and tax</b>		(8,376)
Interest received		0
		<hr/>
<b>Profit before tax</b>		(8,376)
Corporation tax (note 3)		0
		<hr/>
<b>Profit for the financial year</b>		(8,376)
		<hr/>

ALEHM has no recognised gains or losses other than those dealt with in the profit and loss account

None of ALEHM's activities were acquired or discontinued during the above period

# LONDON ENVIRONMENTAL HEALTH PRACTITIONERS

## BALANCE SHEET AS AT 31 DECEMBER 2007

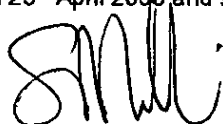
	2007 £
<b>Current assets</b>	
Debtor – Chartered Institute of Environmental Health	7,388
Cash at bank and in hand	131,122
<b>Creditors</b>	
Amounts falling due within one year (Note 4)	(2,000)
<b>Net current assets</b>	<b>136,510</b>

### General funds

	At 18th July 2007	Surplus/ (deficit) for Year	At 31st December 2007
Safer Food Better Business	-	-	-
Student Consortia	59,346	19,216	78,562
Scores on the Doors	25,313	(6,786)	18,527
General Funds	60,227	(20,806)	39,421
Balance carried forward	144,886	(8,376)	136,510

For the period ended 31 December 2007, the company was entitled to exemption under section 249a(1) of the Companies Act 1985. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 249b(2). The directors acknowledge their responsibility for: i) Ensuring the company keeps accounting records which comply with section 221, and ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its profit and loss for the financial period in accordance with section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts so far as applicable to the company.

The financial statements on pages 5 to 8 were approved and authorised for issue by the board on 25<sup>th</sup> April 2008 and signed on their behalf



**S Miller, Chairman**

# **LONDON ENVIRONMENTAL HEALTH PRACTITIONERS**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD 18 JULY TO 31 DECEMBER 2007**

### **1. Status of the Association**

ALEHM was incorporated as a private company limited by guarantee on 18 July 2007, the word "limited" being omitted by virtue of S 30 Companies Act 1985. Under the Memorandum of Association, the liability of individual members is restricted to a maximum of £1.

### **2. Accounting policies**

#### **2.1 General**

These conform to generally accepted accounting standards in the United Kingdom. Where these policies are judged material in stating the financial position of the company, details are disclosed within these notes.

#### **2.2 Basis of preparation**

These financial statements have been prepared under the historical cost convention and in accordance with applicable Accounting Standards.

#### **2.3 Subscriptions**

Subscriptions for the current period are accounted for on a cash received basis. Amounts received in advance are carried forward.

#### **2.4 Funding**

Funding was received in arrears from the FSA for the Safer Food Better Business project.

#### **2.5 Cash flow statement**

The company is entitled to the small company exemptions of the Companies Act 1985, and has therefore not prepared a cash flow statement.

### **3. Corporation tax**

As a company a liability to corporation tax arises on profits. The charge to the income and expenditure account is made up as follows.

	<b>2007</b>
	<b>£</b>
Charge for year – 20%	<b>(0)</b>
	<hr/>
	<b>(0)</b>
	<hr/>



# **LONDON ENVIRONMENTAL HEALTH PRACTITIONERS**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD 1<sup>st</sup> JULY TO 31 DECEMBER 2007**

### **4. Creditors**

Amounts falling due within one year	<b>2007</b>
	<b>£</b>
Audit fees	<b>2,000</b>
	<b><u>2,000</u></b>

### **5. Personnel**

One director received fees for their services to ALEHM of £9,707 during the period under review ALEHM has no employees

### **6. Controlling party**

The company is run by the directors who are appointed by the members