

Association of London Environmental Health
Managers

Annual Report
2009

Charity Number 1122440
Company Number 6316667

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Introduction

Members of the Association of London Environmental Health Managers (Alehm) decided that to enable Alehm better achieve its aims and objectives the charitable trading company London Environmental Health Practitioners (LEHP) should be formed to run parallel with Alehm. London Environmental Health Practitioners was established as an incorporated company in 2007 and obtained charitable status in 2008. The activities of the charity are undertaken using the name Alehm. This document reports on the second year of charitable trading.

The membership of Alehm is drawn from environmental health practitioners who are responsible for the management of London borough Environmental Health services. It has been in existence for over 10 years and has an excellent reputation in the environmental health community for delivering its action plans and making a positive contribution to improving environmental health in London.

London's Environmental Health services play a significant role in shaping the lives of communities. They work in the 33 London boroughs and at the London Port Health Authority, delivering services that promote and enforce environmental health provisions. Topics covered include health and safety; food safety; pest control; private sector housing standards; licensing; pollution control; and emergency planning. Over 6 million people and 250,000 businesses are recipients' of these activities.

The Association provides a policy and strategy forum to support and develop environmental health services in London, continuous improvement underpins its work. Alehm provides a link between London borough Environmental Health Managers; professional organisations, such as the Chartered Institute of Environmental Health (CIEH); and, local government bodies including the office of the London Mayor, London Councils and Local Authorities Coordinators of Regulatory Services (LACORS). Links have also been developed between government bodies including the Food Standards Agency (FSA); Health and Safety Executive (HSE); Department of Health (DH); Health Protection Agency (HPA), Local Better Regulation Office (LBRO) and, the Government Office for London (GOL).

Alehm has specialist topic groups who meet regularly to develop and take forward coordinated action. The established specialist groups cover food safety and health and safety. Ad hoc groups are also set up to deal with specific issues; most recently, benchmarking services and the co-ordination of enforcement of no smoking provisions. The association also has specialist advisers who, in addition to representing the organisation with external bodies such as LACORS and the FSA, also provide technical support and advice to members at meetings and upon request.

Chair's Introduction

This Annual Report describes the work of Alehm during the year from January to December 2009. It shares with our members, professional colleagues and the public not only our organisational development and accomplishments, but also the costs and financing that supports our work.

I have had the privilege of being the Chair of the Association of London Environmental Health Managers for several years and have great pleasure in seeing the organisation mature during the second year of its charitable trading delivering effectively the work programme contained within the Alehm 2009 business plan. The business plan can be found on the Alehm web site at www.alehm.org.gov.

We have made excellent progress with our plan during the year and this is described in the report. It is important to note that as we progressed through the year it became clear that within a situation of the worsening state of the public finances, preparing for the 2012 London Olympics, making a robust response to the Climate Change challenge and finding new cost effective ways of delivering the activities of Alehm and Environmental Health services will become increasingly challenging in the future.

Before describing our achievements in this report it is important to remember that they could not have been attained without the contributions from many people. Firstly I would like to thank my fellow Trustees for the support they have provided during the year. My colleagues have proved essential in providing strategic direction to the organisation as well making very positive contribution to the design and delivery of our activities.

From the CIEH I would like to thank Graham Jukes, Chief Executive; Tay Potier the London Region Policy Officer; and all the staff at the chartered institute who have supported our activities during the year and Kath Lewis, our student training officer.

This year we have held many of our members and topic group meetings in the conference rooms of the City of London environmental health service. I would like to extend my thanks to Philip Thompson City Environmental Health Director and staff for their hospitality. Philip Thompson retired from his post at the City during the year and from his post of Alehm trustee at the end of December, along with colleagues I would like to wish him well for the future.

As Trustees, our role is fully supported by the work and contributions of our members. I especially would like to thank colleagues who have taken on roles such as Chairs of topic groups, represented Alehm with our partner organisations or made a positive contribution in any way to the working of our Association.

There are also people from partner organisations that have supported Alehm. I would like to thank Margaret Pretty HSE Partnership Manager who has provided Alehm with unfailing support in helping to deliver a coordinated health and safety service in London.

Alehm cannot function without the services of its Secretary, Keith Hill who has been very much the engine of the organisation. He has not only made sure meetings are scheduled; agendas, speakers organised and minutes prepared; he has admirably represented Alehm at a number of key meetings with partners. We would not have fared so well without his continued support and hard work.

I feel that it is an honour to be involved with Alehm; I believe that through our joint action we can make a positive contribution to our aim of improving and safeguarding environmental health in London to the benefit of the public and I look forward to continuing to work with you all in 2010 to ensure this happens.

Reference and administrative information

Charity name:	London Environmental Health Practitioners
Charity registration number	1122440
Company registration number	6316667
Alternative name	Association of London Environmental Health Managers (Alehm)
Registered address	Chadwick Court 15 Hatfields London SE18DJ
Web address	Alehm.gov.uk
Email	alehm.sec@btinternet.com
Telephone	07507880380
Banker Details	HSBC Bank plc, 60 Queen Victoria Street, London EC4N 4TR

Trustees-

Steve Miller (Chairman)	Head of Public Protection	London Borough of Newham
Philip K. Thompson	City Environmental Health Director	City of London (retired 31.12.2009)
Tay Potier	London Region Policy Officer	Chartered Institute of Environmental Health
Graham Jukes	Chief Executive	Chartered Institute of Environmental Health
David Thrale	Head of Environmental Health	London Borough of Brent
Trevor Williams	Head of Environmental Protection	London Borough of Enfield
Paul Morse	Director of Environmental Health	Royal Borough of Kensington and Chelsea

Our Aims and Objectives

Alehm's charity purpose is set out in the Memorandum of Association as follows;

The objectives for which the company is formed shall be to help to protect and improve the environment and public health in London for the public benefit and to advance public education in environmental and public health matters by:-

Providing a policy and strategy forum for London borough environmental health managers and staff to develop and deliver environmental health services within London;

Developing, delivering and promoting the provision of co-ordinated environmental health across London; and,

Identifying environmental health training needs; developing and delivering such training.

Ensuring our work delivers our objectives and provides public benefit

At the beginning of the year the executive and members agreed a business plan containing activities that support our themes of-

- Partnership;
- Policy and Strategy;
- Support Services;
- Learning;
- Building Capacity.

During the year we carried out a range of activities that have taken forward our organisational objectives and delivered public benefit. For each of the themes the major activities that we have undertaken during the year are described below.

Partnership

We aim to work with partners to establish and develop alliances that will help us to improve the effectiveness of service deliver.

Working with the London Fire Brigade emergency planning service a London Scientific and Technical Advice Cell (STAC) has been developed. Following recent major safety incidents, for example the Buncefield oil depot fire in 2005, the Government requires that all UK regions should have a STAC to provide advice to emergency planning teams in the event of a major incident occurring. The vast majority of emergencies have an environmental impact and it is important to ensure that environmental health practitioner expertise is available in the cell to provide advice for incidents in or affecting London.

Following extensive consultation by the London Fire Brigade with Local Authority Chief Executives, and Alehm, the Brigade, launched the London local authority STAC in September 2009. Experienced environmental health practitioners employed by London boroughs have volunteered to be available on call to attend the STAC when required. During the year a training event was held for staff taking part in the scheme and a successful practical exercise undertaken to test the arrangement. The arrangements will need to be maintained and it is anticipated that future training and exercises will be carried out.

Alehm has jointly funded with the Health Protection Agency (HPA) a health professional Camilla Bourne, to undertake a project to look at how gastrointestinal disease notifications are recorded and investigated by London boroughs. A borough questionnaire survey was undertaken and the next stage of the project will be to develop a toolkit of standard procedures for adoption by boroughs to enable a uniform approach to improve effectiveness and consistency. Camilla Bourne left the project at the end of the year and a new professional, Siân Hayes, recruited to continue the work during 2010. This work is especially important as the HPA estimates that gastrointestinal disease may infect one in five people each year and with the media's eyes on London during the 2012 Olympics there will be the need to have in place a robust consistent mechanism to deal with any outbreaks of infectious disease that may occur.

During the year Alehm has worked with the charity, Healthworks in London (Healthworks). This organisation has charitable objectives of improving health by training to raise awareness of good practice. Alehm and Healthworks have been successful in obtaining funding for two projects. One initiative supported by the Department of Health

(DH) is to deliver a project concerning shisha smoking, the other funded by the Food Standards Agency (FSA), concerns the training of food business proprietors to protect food safety.

Shisha is an Arabic water pipe which is used to smoke flavoured tobacco. Using the apparatus in a group it is an increasingly popular social activity. This is an important project because although it is banned by the smokefree legislation from use in confined spaces there is a misconception among business proprietors and smokers that it is less harmful than smoking tobacco in cigarettes and the activity is increasing. It is however, recognised that shisha smoker's inhale up to 200 times more smoke in a single session than they would from a single cigarette.

The DH funding to Alehm, Healthworks and councils outside of London is to develop best practice/advice and information for compliance officers, on the range of interventions that are available to them and for shisha premises owners/users, on the health impact of the practice and the steps they need to comply with the law.

The shisha project has progressed during the year with a local authority questionnaire to quantify premises offering shisha and their compliance with the requirements of the smokefree legislation. A review of existing shisha information materials and the sampling and analysis of smoking products and materials to ascertain the tobacco content and the presence of other potentially harmful substances is also progressing. The draft shisha project report and documentation are planned to be available in spring 2010.

The FSA funded project concerns the improvement of food safety in restaurants, cafes and other catering premises in preparation for the London 2012 Olympic Games. Funding has been provided to enable 1200 food businesses in the Olympic venue boroughs to benefit from workshops and one to one coaching, at their establishments, in a food safety system known as 'Safer Food Better Business' (SFBB). SFBB is a practical approach to food safety management and has been developed by the agency in partnership with local authorities and business. It is aimed at helping catering businesses comply with food hygiene law and thereby safeguard the health of their customers. The first phase of the project will end in March 2010 with completion in March 2011.

Partnership working with the Health and Safety Executive (HSE) has flourished during the year. In the early part of the year Janet Francis the HSE Partnership Manager moved to another position in the executive. Alehm members expressed their thanks for her leadership in helping to establish and maintain the London wide health and safety liaison and the development and implementation of the London wide delivery plan. Margaret Pretty, the new partnership manager has continued to provide excellent support.

Partnership working with Thames Water Utilities and borough environmental health services has continued during the year to ensure the prioritised treatment of rat infestation in sewers. Thames Water Utilities have employed a new pest control company during the year and the existence of a London wide consultation network has enabled this change to be made whilst maintaining the effective control of sewer infestations.

During the year contact with staff of the office of the London Mayor has continued. The CIEH London region policy officer has made consultation responses on the London wide strategy documents covering topics including Private Sector Housing, Transport and Environmental Protection.

Alehm takes an active approach to identifying new partners where joint working can be of mutual benefit to both and help to take forward the aims of the association. One such activity has been involvement with the review by London Councils of the priorities of their charities commissioning programme for 2011-2015. The commissioning programme provides finance, on a competitive basis, to charities that are able to contribute to the delivery of the overall vision of the programme. London Councils welcomed suggestions on the appropriateness of the current vision and the priorities underpinning it. Alehm drew attention to the lack of recognition of the impact on health from climate change and poor diet as well as the lack of recognition of the need to empower Londoners to benefit from the 2012 Olympics and their legacy. The consultation will end in spring 2010 and the application criteria made available later in the year.

Policy and Strategy

We aim to provide a policy and strategy forum for London environmental health services.

We arranged a programme of Alehm members' meetings during the year. Managers are responsible for a wide range of activities within the generic term of environmental health and by providing themed meetings they are able to receive a comprehensive updates on topic areas to help inform their operational and strategic decisions.

The year opened with a meeting held in a venue close to the Olympics Park in Stratford. Presentations from staff of the Chartered Institute of Environmental Health, the Health and Safety Executive and the Alehm Chair, who is the environmental manager at the London borough of Newham, were given to members. The presentations

provided members with a briefing on the development of the Olympic Park and the additional challenges that environmental health and London boroughs face in preparing for and contributing to the success of the games. Members were also able to view the Olympic Park site from an observation platform to see firsthand the progress made with the development of the sites.

Other meeting topics during the year included the development in housing regulation. Maintaining decent homes is an essential factor in protecting public health and helping to mitigate the impact on the environment from the use of energy in the home. Members were briefed on the review of private sector housing regulation and the Mayor's Housing Strategy. At the meeting held in May public entertainment and liquor licensing were the topics covered. These issues often have a high public profile and can be technically complex requiring sensitive and effective management. Health and Safety and food law enforcement were the subject of another meeting with the last meeting of the year concentrating on management issues.

As the year progressed the pressure on the public finances became clear and the management themed meeting held in the autumn received presentations from managers who had experience of sharing services and implementing a systems approach to the design of service delivery.

In addition to the themes, each meeting provided an opportunity for feedback from the Alehm chair, Alehm Secretary/Coordinator, specialist advisors and for managers to brief colleagues on recent developments within their services and on items of mutual interest.

Support Services

We aim to sustain technical and specialist members groups and help them keep other colleagues advised of their activities and initiatives.

There are two established technical groupings, the London Food Coordinating Group, dealing with food issues, and, The Health and Safety Liaison Group, which coordinates health and safety at work regulation and promotion by borough Environmental Health Services. Both have a structure which consists of sector groups that have representation at a strategic coordination meeting. The strategic coordination meeting also has representatives from the respective government agencies and partner organisations. Both meeting structures are supported by paid secretarial, funded by an additional member's fee.

As mentioned in our 2008 annual report the Food Standards Agency awarded Alehm's London Food Coordinating Group a Food Champion 2008 award for the delivery of the London Boroughs' Safer Food, Better Business project and the London Scores on the Doors pilot. The success of both initiatives has helped the association, in conjunction with partners, to successfully obtain funding from the FSA for further Safer Food Better Business training in the Olympic Boroughs during the year. The involvement with the Scores on the Doors initiative resulted in an invitation from the FSA to lead of the London scheme to become a member of the Scoring/Banding and Safeguards Group, to help design a model for adoption throughout the country. The development of a national Scores on the Doors scheme has continued during the year, with a vigorous debate between the agency and local authority representatives concerning the design and operation of the scheme. This debate is reaching a conclusion and it is expected that a national scheme will be announced in 2010 with the possibility of further FSA financial support to Alehm and partners to clarify the resources impact on boroughs of implementing the scheme.

The activities of the Health and Safety Liaison Group have supported service delivery include the dissemination of national news and the support of the network of health and safety liaison groups. A London training seminar was held where the HSE Chair Judith Hackitt gave a key note speech and the programme showcased many examples of innovative good practices developed in London. The group has also developed the London 2010/11 health and safety work plan which enables boroughs to prioritise and coordinate their enforcement resources to deal with the most important health and safety issues within their areas of responsibility. Another initiative is the establishment of a London network of support for staff involved in the investigation of work related fatalities. Unfortunately fatalities occur at work and it is essential that staff investigate them sensitively and thoroughly. Fatalities are rare events and it is therefore a challenge to maintain staff investigation capability and effectively provide them with the necessary emotional support. By sharing investigation experience and expertise between boroughs is an effective way of maintaining high quality service delivery and supporting staff.

During the year the Alehm web site has been further developed. Members are able to access the site for information about activities, minutes and documents connected to association events and initiatives.

Learning – student consortia

We aim to enhance the learning and development of London staff and trainees.

The Association operates a student training consortium arrangement with participating boroughs. Students undertaking the Environmental Health degree or masters course at university are invited to apply for places on the scheme. Students appointed to the scheme receive a small annual bursary to help with their expenses but more importantly access to a managed programme of practical training placements at participating boroughs. The placements help them to develop their professional skills and complete their Experiential Learning Portfolio.

A new cohort of students was appointed during the year. The demand from good quality applicants far exceeded the available places and several days of interviews were necessary to recruit to the posts. Alehm is very aware that to ensure that the high standard of competency of the environmental health profession is maintained effective recruitment and training of staff is essential. During the year approximately one third of Alehm members take part in the scheme but others are encouraged to join. Membership of the consortium is not confined to London, it is open to boroughs outside of London and to the private sector and when the opportunity arises they are invited to take part.

A new initiative this year was the invitation made to students studying in London to apply for Alehm sponsored places at the Chartered Institute of Environmental Health 'Best of the Best' conference held at Nottingham. Several applications were received and three students, selected by drawing names out of a hat, attended the event. They found the event and experience interesting and helpful in the development of their careers and thanked the association for the opportunity to attend the conference. Due to the success of this initiative it is hoped to repeat it in future years.

Building Capacity

We aim to develop the business capacity of LEHP to support Alehm's future plans.

Incorporation and charitable status was achieved for London Environmental Health Practitioners. With the support from CIEH and the consultant providing secretarial and coordination support, systems and procedures have been put in place to ensure the effective governance of the company.

This annual report, will be placed on the website, copied to members and made available to journalists of the environmental health professional publications produced by the CIEH for national coverage.

How our activities deliver public benefit

The users of environmental health services are the public. Effective regulation promotes efficient and productive business and promotes healthier and more sustainable communities. Environmental health services deal with the most fundamental problems these communities face. Environmental health services work to reduce health inequalities; support the vulnerable; improve local opportunities; improve the local environment and, delivers benefits to the public. Alehm provides a London centred professional focal point for all 33 boroughs and supports the delivery of consistent and balanced environmental health services.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives. The significant activities undertaken by the charity to further its charitable purposes for the public benefit are detailed below.

Specifically in relation to the 5 themes public benefit is delivered because by:

Identifying and establishing **partnerships** maximises the use of resources and improves the effectiveness of service delivery to the benefit of the public;

supporting members in the development and maintenance of their **policy and strategic** knowledge assists them to design effective services that meet legislative requirements benefiting the public;

support services by maintaining the technical groups helps to ensure that the expertise in environmental topics are maintained and developed and that staff are properly trained to enable them to deliver a complete service to the benefit of the public;

promoting learning by helping to maintain adequate numbers of suitably qualified staff that reflect the demographic makeup of the capital and are essential to delivering sustainable services which safeguard the wider environmental health, benefiting the public;

building capacity by maintaining an organisation that is effectively governed and satisfies statutory requirements to deliver its objectives for the benefit of the public.

Structure Governance and Management

Governing Document

Members of the Association of London Environmental Health Managers (Alehm) decided that to enable Alehm better achieve its aims and objectives the charitable trading company London Environmental Health Practitioners (LEHP) should be formed to run parallel with Alehm. London Environmental Health Practitioners (LEHP) was established under a Memorandum of Association which established the objects and powers of the company and it is governed under its Articles of Association. Incorporation was achieved during July 2007. A Chair and Board of Directors were elected to manage the new company.

Recruitment and Appointment of the executive

The Trustees are members of Alehm and were approved to undertake the role by members of the association. With the retirement of Philip Thompson at the end of December 2009 it will be necessary to recruit a new Trustee during 2010.

The Articles of Association requires that one third of the Trustees must apply for re-election each year but with the recruitment of a new Trustee it will be necessary to re-elect only one Trustee to the board.

David Thrale will retire by rotation and, being eligible, offers himself for re-election.

Trustee training

The effective induction and training of Trustees poses a challenge for new charities. Fortunately three Trustees, including the Chair, currently hold Trustee positions on the boards of other charities and consequently have experience of the role and responsibilities of the role. The board has also benefited from the support provided by the Chartered Institute of Environmental Health which is a charity and has many years of experience of operating in this capacity. Trustees new to the role have received the information provided by the Charity Commission. In future years it is anticipated that the when training needs are identified suitable training will be arranged.

Risk management

The executive (on behalf of the Trustees) has undertaken a review of the major risk that the charity is exposed to. The major risks are described below-

The charity has maintained membership from all London borough environmental health managers and could face a major risk to its viability and influence if it lost the status of all borough representation. To control this risk, members are encouraged to take part in the preparation and adoption of the annual business plan and approve the fees structure. By adopting this approach members can develop a plan that meets their needs and agree a fee structure that they can afford.

The performance of the Charity will be monitored and reported to the executive on a regular basis during the year. Each year, members will receive a verbal performance report, at the AGM, and a copy of the Annual Report.

Internal control risks are minimised by the support provided by the CIEH and the implementation of procedures, developed by the charity, for the authorisation of all transactions and projects.

There is a risk in not receiving a clean independent examiner's report. This challenge has been met by the Secretary and the Executive with support from the CIEH by complying with all the statutory requirements in the second year of trading.

Organisational structure

Administrative and strategic support for the organisation is provided by a consultant who supplies secretarial and coordination support. Another consultant provides support for student training activities. Alehm has a number of

technical groups that support members' activities. These groups meet regularly and hold minuted meetings. Minute takers service these meetings and are paid on a fixed fee basis.

Responsibilities of the executive

The board develops and guides the strategic direction of the organisation and manages the financial activities of the group. The Memorandum and Articles of Association were drafted for the purpose of incorporation and for charitable status. Trustees are recruited and appointed in accordance with the rules of the Memorandum and Articles of Association.

Responsibilities of the Trustees

The Board meets approximately monthly. Board meetings alternate between Chadwick Court and the Walbrook Wharf offices of the City of London Environmental Health Department.

The trustees of Alehm are responsible for the preparation of accounts for each financial year. In preparing those accounts, the trustees are required to:

- (a) select suitable accounting policies and then apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent; and

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of Alehm and which enable the trustees to ensure that the accounts comply with applicable legislation. The trustees are also responsible for safeguarding Alehm's assets and for taking reasonable steps for the prevention and detection of fraud and other irregularities

Business Planning

The work of the association is developed into a business plan with progress being regularly reported to the board. Decisions are taken by the board, or where this is impracticable, they are delegated to the Chair. Chair's decisions are reported at the next convenient meeting of the board.

The organisation develops an annual business plan to direct its activities during the year. The Mission Statement, Aims and Objectives are reviewed annually and the Action Plan devised to take them forward. The business plans for 2007 to 2009 can be found at <http://www.alehm.org.uk>.

The Directors' deliberations on the Mission Statement, Aims, Objectives and the development of the Action Plan were influenced by the review of the strategic direction of the Association undertaken by members in December 2006. In summary, members felt that the profile of the Association should be raised; it should be strategic but balanced against the need for more partnership working with other bodies, including the Local Better Regulation Executive (LBRO), and developing uniformity of approach in service planning and delivery. They also wished to see the key themes of Public Health and Wellbeing; Sustainability; Private Sector Housing and the Olympics 2012 included in the work of the Association.

Environmental health is a rapidly developing topic that requires the Association to regularly review its business plan to ensure that it makes the most effective use of the resources it has at its disposal. It is therefore intended that performance will be reported regularly to members.

Principal Funding source

Funding for the year was from subscription fees levied on members.

Investment policy

Funds are placed in a deposit account with the bank and receive a variable interest rate.

Reserves Policy

The policy requires that the organisation maintains a financial reserve of the equivalent of one year of income.

Plans for future period

It is anticipated that during 2009 income will be based, as normal, on revenue obtained from member's subscriptions. The level of subscription will be agreed at the AGM.

Financial Review

A statement of the financial activities for the year ending 31 December 2009 is provided in this report.

Income

Member's subscription has been maintained at the 2008 amount for the year. An additional charge has been made to cover the cost of providing secretarial support for the technical groups supported by the association. Income was also received during the year to fund the Student training consortium.

Expenditure

General fund expenditure was similar to 2008 apart from the additional payment to the CIEH of £20,000. Expenditure of the monies collected for the London scores on the doors initiative has been delayed due to the scheme being adopted by the Food Standard Authority (FSA) as a national scheme. The FSA are currently reviewing the way in which the scheme will be presented nationally and expenditure will be delayed until this approach is known. The HPU initiative has been progressed with the recruitment and appointment of an environmental health professional and expenditure of this element of the budget will take place during 2010.

The effect of these delays in expenditure is that the funds and reserves carried forward into 2009 are less than in the previous year.

Financial pressures

The Association has an ambitious and challenging work programme. In addition to supporting the profession, London is to be the venue for the Olympic and Paralympics in 2012 which will have a significant impact on the future development of environmental health.

It is essential that adequate financial reserves are maintained and a reserves policy of the equivalent of one year's income has been adopted. The CIEH provides organisational support to the association and it has yet to be agreed by the executive to pay further fees of £20,000 for these services during 2010.

Member's subscriptions have been maintained at £995 for two years and in the current financial climate it is unlikely that they will be subject to increase in the near future.

Independent examiners

PKF (UK) LLP will be proposed for reappointment in accordance with section 385 of the Companies Act 1985 at the next Annual General Meeting.

By Order of the Board

Steve Miller Chair



Keith Hill Secretary



Independent examiner's report to the trustees of London Environmental Health Practitioners

I report on the accounts of the company for the year ended 31 December 2009, which are set out on pages 13 to 17.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Charles Cox, FCA
PKF (UK) LLP,
Farringdon Place, 20 Farringdon Road, London EC1M 3AP

Date 22 June 2010

London Environmental Health Practitioners

Statement of Financial Activities Year ended 31 December 2009

	Note	2009 £	2008 £
Incoming Resources			
From charitable activities			
Subscriptions	2	78,514	105,550
HPU funding	2	-	40,000
Grants	2	<u>49,550</u>	<u>-</u>
		128,064	145,550
Resources Expended			
From charitable activities			
Expenses	2	127,162	62,209
Bursary	2	19,342	21,570
Governance Costs		<u>2,542</u>	<u>2,200</u>
Total resources expended		149,046	85,979
Net (outgoing) / incoming resources for the year		(20,982)	59,571
Transfers between funds		<u>-</u>	<u>-</u>
Net movement of funds in year		(20,982)	59,571
Funds and reserves brought forward at 1 January 2008		<u>196,081</u>	<u>136,510</u>
Funds and reserves carried forward at 31 December 2009		<u>175,099</u>	<u>196,081</u>

None of the charitable company's activities were acquired or discontinued during the above two financial years. There were no recognised gains or losses other than those shown above. All incoming and expended resources are in respect of unrestricted funds.

The notes on pages 15 to 17 form an integral part of these financial statements.

London Environmental Health Practitioners

Balance Sheet as at 31 December 2009

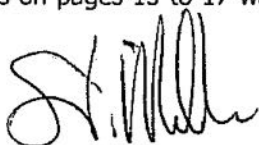
Charity Number 1122440
Company Number 6316667

	Note	2009 £	2008 £
Current Assets			
Debtors	4	22,237	69,366
Cash at bank and in hand		<u>162,339</u>	<u>131,122</u>
		184,576	200,488
Creditors: amounts falling due within one year	5	<u>(9,477)</u>	<u>(4,407)</u>
Total net assets		<u>175,099</u>	<u>196,081</u>

		2009 £	2008 £
Funds and Reserves			
Student consortia	2	88,465	81,101
HPA EH Professional	2	24,247	40,000
Support services	2	-	1,420
Scores on the doors	2	33,080	35,091
General funds	2	<u>29,307</u>	<u>38,469</u>
Total funds		<u>175,099</u>	<u>196,081</u>

The financial statements on pages 13 to 17 were approved and authorised for issue by the board and signed on their behalf.

Steve Miller, Chair



Date

19-05-2010

The notes on pages 15 to 17 form an integral part of these financial statements.

London Environmental Health Practitioners

Notes to the Financial Statements (Year ended 31 December 2009)

1 Accounting Policies

1.1 Basis of accounting

These financial statements have been prepared under the historical cost convention. They are also in accordance with applicable accounting standards, and the Statement of Recommended Practice (SORP 2005), Accounting and Reporting by Charities issued in March 2005.

1.2 Resources expended

All expenditure is accounted for on an accruals basis.

Expenditure is directly allocated to specific activities and has been included in those cost categories.

Governance costs relate to the general running the charity as opposed to those costs associated with fund raising or charitable activity. These costs include Board costs, audit costs and other strategic management costs.

1.4 Subscriptions

Subscriptions income is recognised on an accruals basis. Unpaid subscriptions are assessed as to their collectability.

1.5 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim of the use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds subject to a specific trust, restrictions as to use placed on the funds by the donor. Alehm has no restricted funds.

Endowment funds are funds where there is no power to convert the capital sum of a donation into income. The interest only can be used as directed by the donor. Alehm has no endowed funds.

London Environmental Health Practitioners

Notes to the Financial Statements for the year ended 31 December 2009 - continued

2 Charitable Activities

2009	SFBB (page 6) £	Student Consortia (page 8) £	HPA EH Prof (page 5) £	Support Services (page 7) £	Scores on the doors (page 7) £	General Funds £	Total Funds £
Income from charitable activities							
Subscriptions	-	33,764	-	12,920	-	31,830	78,514
Grants	49,550	-	-	-	-	-	49,550
Total income	49,550	33,764	-	12,920	-	31,830	128,064
Charitable resources expended							
Expenses	49,550	7,058	15,753	15,060	2,011	37,730	127,162
Bursaries	-	19,342	-	-	-	-	19,342
Governance costs	-	-	-	-	-	2,542	2,542
Total expended	49,550	26,400	15,753	15,060	2,011	40,272	149,046
Movement in the year	-	7,364	(15,753)	(2,140)	(2,011)	(8,442)	(20,982)
Transfer of funds	-	-	-	720	-	(720)	-
Funds 1 st January 2009	-	81,101	40,000	1,420	35,091	38,469	196,081
Funds 31st December 2009	-	88,465	24,247	-	33,080	29,307	175,099
2008	SFBB £	Student Consortia £	HPA EH Prof £	Support Services £	Scores on the doors £	General Funds £	Total Funds £
Income from charitable activities							
Subscriptions	-	31,500	-	11,220	29,000	33,830	105,550
HPU funding	-	-	40,000	-	-	-	40,000
Total income	-	31,500	40,000	11,220	29,000	33,830	145,550
Charitable resources expended							
Expenses	-	7,391	-	9,800	12,436	32,582	62,209
Bursaries	-	21,750	-	-	-	-	21,750
Governance costs	-	-	-	-	-	2,200	2,200
Total expended	-	28,961	-	9,800	12,436	34,782	85,979
Movement in the year	-	2,539	40,000	1,420	16,564	(952)	59,571
Funds 1st January 2008	-	78,562	-	-	18,527	39,421	136,510
Funds 31st December 2008	-	81,101	40,000	1,420	35,091	38,469	196,081

Restricted funds – SFBB (safer food better business), the student consortia, HPA, support services and scores on the doors funds are all designated funds. While no specific trust is in operation the subscription income received is maintained in different funds in furtherance of the wishes of the Alehm members.

London Environmental Health Practitioners

Notes to the Financial Statements for the year ended 31 December 2009 - continued

3 Employee Costs

Alehm has no employees.

No Trustee received any remuneration for services.

4 Debtors

	2009 £	2008 £
Trade debtors	380	22,050
Chartered Institute of Environmental Health	<u>21,857</u>	<u>47,316</u>
	<u>22,237</u>	<u>69,366</u>

5 Creditors

	2009 £	2008 £
Amounts falling due within one year		
Trade creditors	3,504	2,307
Accruals and deferred income	<u>5,973</u>	<u>2,100</u>
	<u>9,477</u>	<u>4,407</u>

6 Capital Commitments

At 31 December 2009 the company had no capital commitments.

7 Related Party Transactions

No trustee received payments for work on behalf of Alehm.

There were no other disclosable trustees' interests for the year ended 31 December 2009.

8 Controlling Party

Alehm is run by its Trustees (who are the executive), who are appointed by the members of Alehm.