

**West Hertfordshire Hospitals NHS Trust
Sub Committee Summary Report**

Audit Committee
15 December 2006

Key items discussed

- Annual Audit Letter
- Acute Hospitals Portfolio key findings
- Improvement Plan
- Standard for Better Health
- Risk Management
- Hospitality and Gifts Register
- Tender Waiver Register
- Losses and Compensation Payments

Actions agreed

Acute Hospitals Portfolio

- Review key organisational systems to ensure that they are robust and will address and deliver changes needed from reports
- Status reports to be provided by Divisions on the action plans
- Action Plans to go to Medical Management Team

Annual Audit Letter

- Letter to go to Trust Board on 11 January

Gifts and Hospitality

- Email reminder to all staff of Trust policy

Tender Waiver Register

- Spot check to be considered in respect of sole supplier reasons