

**Internal Audit Reports
Audit Committee – February 2012**

List of Internal Audit Reports for Audit Committee as at 6 March 2012

Internal Audit Reports 2011 - 2012

No.	Report Title	Draft Issue	Final Management Response	Final Issue
1.	Council Tax	29 Nov 2011	08 Dec 2011	12 Dec 2011
2.	Carefirst	30 Nov 2011	13 Dec 2011	20 Dec 2011
3.	Business Continuity	15 Dec 2011	28 Feb 2012	2 March 2012
4.	Capital Accounting	10 Feb 2012	24 Feb 2012	5 March 2012
5.	Travel and Subsistence	15 Feb 2012	6 March 2012	6 March 2012
6.	Planning/Building System	21 Feb 2012	6 March 2012	6 March 2012

It should be noted that the Draft Issue date recorded above is when the first draft was sent out for review/comment by management. This is the date that audit work ended. Subsequent draft reports can be issued thereafter as discussions with management regarding audit findings and recommendations commence. Only when agreement is reached is the Final Management Response date recorded. This is reflected in the Final Issue Report Date column where in most cases the dates of issue are the same as the final management response date.