



Louisville Metro Government Office of Internal Audit

The Office Of Internal Audit Engagement Request Description

Date Request Submitted	11/13/19
1. Requestor Name	Councilman David Yates
<p><i>Please note: Internal Audit requests from Department Directors will be shared with the Mayor's Office and may be subject to approval from the Mayor's Office, if the request is intended to be from the Mayor's Office , as a whole.</i></p> <p><i>Internal Audit requests from Metro Council Members will be shared with the Metro Council President's Office and may be subject to approval from the President's Office or by way of a Resolution, if the request is intended to be from the Metro Council Office , as a whole.</i></p>	
2. Requestor Department	Metro Council
3. If your department is not listed in the department drop-down box, please provide your department name here.	Metro Council - District 25
4. What Type of Engagement is Desired (see definitions below)?	Consulting
5. Is this request for a Financial Impact Analysis? If yes, please address items 5a and 5b. If not, disregard items 5a and 5b.	yes
5a. List and describe the action(s), process(es) or event(s) that will be analyzed.	Metro Council formally requests the Internal Auditor conduct a financial impact statement of the proposed PARC request for proposal for a consultant to study the expansion of on street parking meters, specifically evaluating implementation by privatization, public operation and partnership thereof and to study complete privatization of current and proposed expansion of on street parking meters. The financial impact statement is requesting evaluation of the impact to PARC's budget as PARC is being directed to fund the study.
5b. Please list the stakeholder(s) (span) for which impact should be determined?	Determine impact to the department under review
6. Department to be Reviewed	PARC
7. Who is the Key Stakeholder for Process to be Reviewed?	PARC
8. Time period to be Reviewed	N/A



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<p>9. What Are Your Desired Objectives/Outcome of the Engagement? (The more information provided the better, as it will be helpful as we make a determination about the request.)</p>	<p>Determine the financial impact to PARC in requesting a request for proposal for a consultant to study the expansion of on street parking meters, specifically evaluating implementation by privatization, public operation and partnership thereof.</p>
<p>10. What is Your Anticipated Completion Date for This Request?</p>	<p>The current Ordinance is drafted to state: "The preliminary financial impact statement is to be provided to Metro Council no later than January 9, 2020 with a final completion date of January 24, 2020." If this timeline is not possible please alert our office. There is a possibility that Councilman Yates will request this be completed sooner.</p>
<p>11. Comments</p>	

Definitions of Core Services

-Assurance - Reviewing operations, policies, and procedures to ensure that the appropriate control structure is in place and that business risks are considered.

-Consulting - Providing services to help address specific issues and concerns, which may not necessarily be high-risk, but do add significant value to clients. This includes Financial Impact statements.

-Information Technology - Ensuring that electronic information is processed as intended, data integrity is maintained, and the control structure is assessed.

-Integrity - Investigating allegations regarding employee misconduct and / or non-violent criminal acts involving Metro Government resources.