

TORONTO STAFF REPORT

February 16, 2004

To: Board of Health
From: Dr. Sheela Basrur, Medical Officer of Health
Subject: Toronto Public Health - 2003 Year End Capital Budget Variance Report

Purpose:

To inform the Board of Health of Toronto Public Health's capital budget variance for the year ended 2003.

Financial Implications and Impact Statement:

As of December 31, 2003, \$3.7 million or 50.2% of the 2003 Public Health Capital Budget was unspent. Most of the unspent funds will be carried forward to 2004.

The Chief Financial Officer and Treasurer has reviewed this report and concurs with the financial impact statement.

Recommendation:

It is recommended that this report be received for information.

Background:

The 2003 approved capital budget is \$7,307.0 thousand consisting of eight projects, namely:

- i) Toronto Community Health Information System (TCHIS)
- ii) Toronto Healthy Environment Information System (THEIS)
- iii) Communicable Disease Control Information System (CDCIS)
- iv) Coordinated Access
- v) Facilities – State of Good Repair
- vi) Vaccine Preventable Disease (VPD) Redesign

- vii) RDIS Database Project
- viii) South Region Animal Shelter

Attachment 1 shows the Capital Budget Variance Report for the Year Ended 2003 which provides the project details. Attachment 2 provides a brief description of the capital projects.

Comments:

1. Status of Capital Spending

As of December 31, 2003, the Capital Budget is under-spent by 50.2% for the following reasons:

- a) The SARS outbreak necessitated the redeployment of project staff to provide support to TPH's emergency response. This resulted in implementation delays for the projects listed below:
 - TCHIS
 - CDCIS
 - VPD Redesign
 - Coordinated Access
- b) In addition to the SARS outbreak, the delay in project completion for Coordinated Access is compounded by its reliance on Corporate I&T's acquisition process and the planned changes in the Corporate telecommunications environment.
- c) For projects relating to Facilities – State of Good Repair, the bulk of the work took place in the 3rd and 4th quarter of the year. Delays in project implementation including payment processing, resulted in lower than expected funds utilization.

2. Carry Forwards

Because of project implementation delays, \$3.7 million of Approved Cash Flow in 2003 will need to be carried forward to 2004 and onwards.

- i) TCHIS \$2,077.9 thousand;
- ii) THEIS \$17.1 thousand;
- iii) Coordinated Access \$748.6 thousand;
- iv) Vaccine Preventable Disease Redesign \$156.3 thousand;
- v) CDCIS \$233.2 thousand; and
- vi) Facilities – State of Good Repair \$406.7 thousand.

3. Revenues

TPH submitted a request of \$1,450 thousand for the 2003 cost-shared capital program to the Ministry of Health and Long-Term Care. The Ministry did not approve this request.

Conclusion:

At December 31, 2003 year end, the Capital Budget was unspent by \$3.7million or 50.2%. Most of unspent funds will be carried over to 2004.

List of Attachments:

Attachment 1 - 2003 Q4 Capital Variance Report
Attachment 2 – Capital Project Description

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Acting Medical Officer of Health

Project Name	Project Number (WBS No.)	2003 - Cash Flow						Life To Date				Completion Status			Comments
		2003 Plan (a)	Actuals (Incl. Commitments) \$ (b)	Unspent \$ (c) = (a) - (b)	% Unspent (d) = (b) / (a)	Projected Actuals to Year-end		Cost \$ (g)	Actuals \$ (h)	Unspent \$ (i) = (g) - (h)	% Unspent (j) = (h) / (g)	% of Completion (k)	Recom'd for Closure (l)	Planned Year of Completion (m)	
						\$ (e)	% of Plan (f)								
PUBLIC HEALTH I&T PLAN - 2002	CPH001	4,370,000	2,041,847	2,328,153	53.3%	2,041,847	46.7%	8,554,000	3,108,277	5,445,723	63.7%	36.3%	No	2005	
COMMUNITY NURSING CUSTOMER MGMT. SYSTEM OR CNCMS (ALSO KNOWN AS TORONTO COMMUNITY HEALTH INFORMATION SYSTEM OR TCHIS)	CPH001-01	3,612,000	1,534,109	2,077,891	57.5%	1,534,109	42.5%	7,500,000	2,304,969	5,195,031	69.3%	30.7%	No	2005	Due to the SARS outbreak, project implementation has been delayed. For this reason and due to process delays in the procurement of hardware equipment and software for the set up of the development environment including a decrease in vendor pricing from projected amounts, about \$2.08M in 2003 cash flow has been carried forward to 2004. The projected cash flow in 2004 is \$4.18M.
TORONTO HEALTHY ENVIRONMENT INFORMATION SYSTEM (THEIS) PHASE 3	CPH001-02	334,000	316,896	17,104	5.1%	316,896	94.9%	630,000	612,466	17,534	2.8%	97.2%	No	2003	Due to delays in the procurement of equipment, \$17T of 2002 approved cash flow has been carried forward to 2004 (as new request).
COMMUNICABLE DISEASE CONTROL INFORMATION SYSTEM (CDCIS)	CPH001-03	424,000	190,842	233,158	55.0%	190,842	45.0%	424,000	190,842	233,158	55.0%	45.0%	No	2004	Due to the SARS outbreak, project implementation has been delayed. \$233T of 2003 approved cash flow has been carried forward to 2004.
SOUTH REGIONAL ANIMAL CENTRE	CPH002	861,000	835,890	25,110	2.9%	835,890	97.1%	1,032,000	1,006,860	25,140	2.4%	97.6%	Yes	2003	Project completed. Project to be closed in 2004.
FACILITIES - STATE OF GOOD REPAIR	CPH003	902,000	495,287	406,713	45.1%	495,287	54.9%	902,000	495,287	406,713	45.1%	54.9%	No	2003	
EMERGENCY CAPITAL REPAIRS	CPH003-01	132,000	125,100	6,900	5.2%	125,100	94.8%	132,000	125,100	6,900	5.2%	94.8%	No	2003	Due to delays in payment processing, \$6.9T of 2003 approved cash flow has been carried forward to 2004.
HEALTH & SAFETY	CPH003-02	137,000	45,981	91,019	66.4%	45,981	33.6%	137,000	45,981	91,019	66.4%	33.6%	No	2003	Due to delays in project implementation including payment processing, \$91T of 2003 approved cash flow has been carried forward to 2004.
MECHANICAL & ELECTRICAL	CPH003-03	131,000	123,897	7,103	5.4%	123,897	94.6%	131,000	123,897	7,103	5.4%	94.6%	No	2004	Completion of the ductwork modification for the York Animal Centre is not expected until early 2004. \$7T of the 2003 approved cash flow has been carried forward to 2004.
BUILDING ENVELOPE	CPH003-04	502,000	200,309	301,691	60.1%	200,309	39.9%	502,000	200,309	301,691	60.1%	39.9%	No	2004	Completion of the roof replacement and other repair work for the North York Animal Centre, York Clinic and York Animal Centre are not expected until early 2004. \$302T of the 2003 approved cash flow has been carried forward to 2004.

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HEALTH-INTAKE SYSTEM COORDINATION (ALSO KNOWN AS COORDINATED ACCESS)	CPH902	911,000	162,356	748,644	82.2%	162,356	17.8%	1,500,000	751,631	748,369	49.9%	50.1%	No	2005	Project completion was delayed for 2 reasons: (1) SARS outbreak; (2) a large component of the project involves the purchase of Telecom Technology which is contingent on Corporate I&T RFP. \$600T of the 2003 approved cash flow has been carried forward to 2004 (\$320T) and 2005 (\$280). A technical adjustment of \$ 30T on the 2003 Plan is shown in this report for accuracy.
HEALTH-VACCINE PREVENTABLE DISEASE	CPH903	239,000	82,692	156,308	65.4%	82,692	34.6%	620,000	461,261	158,739	25.6%	74.4%	No	2004	Due to the SARS outbreak, project implementation has been delayed. \$110T of the approved cash flow in 2003 has been carried forward to 2004. 2004 New Request is estimated at \$46T.
HEALTH-RDIS DATABASE PROJECT	CPH904	24,000	23,534	466	1.9%	23,534	98.1%	362,000	361,837	163	0.0%	100.0%	Yes	2003	Project completed. Project to be closed in 2004.
Subtotal- 2003 Cash Flow		7,307,000	3,641,606	3,665,394	50.2%	3,641,606	49.8%	12,970,000	6,185,153	6,784,847	52.3%	47.7%			
HEALTH-ANIMAL SERVICES RE-DESIGN	CPH901	0	0	0	N/A	0	N/A	442,000	441,987	13	0.0%	100.0%	Yes	2003	Project completed. To be closed in 2004.
Subtotal - No Cash Flow in 2003		0	0	0		0		442,000	441,987	13					
Total		7,307,000	3,641,606	3,665,394	50.2%	3,641,606	49.8%	13,412,000	6,627,140	6,784,860	50.6%	49.4%			

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Total		7,307,000	3,641,606	3,665,394	50.2%	3,641,606	49.8%	13,412,000	6,627,140	6,784,860	50.6%	49.4%			

**Toronto Public Health
Description of 2003 Capital Projects**

1. Toronto Community Health Information System or TCHIS (also known as Community Nursing Customer Management System)

To implement a system that will provide customers with a centralized point of access to Family Health/Healthy Lifestyles services and information, significantly improving the delivery, management, tracking and reporting of services and activities provided to Toronto Public Health (TPH) clients. It will also provide a consistent city-wide method to efficiently track time and activity against staff resources and against the types of services provided to the customers, facilitating the implementation of performance measures and quality improvement. This system will replace over 30 existing systems and support the timely, effective, appropriate, consistent, and integrated delivery of community nursing and related professional programs and services

2. Toronto Healthy Environment Information System (THEIS) – Phase 3

To implement the third and final stage of the development of THEIS to support the reporting and inspection management of the Healthy Environments program. This subproject will see the implementation of the remaining modules to support Rabies Control, Emergency Response, Health Hazard Investigation, Safe Water, Injury Prevention, Local Health, and Non-food Fixed Premises. It will also involve piloting different remote access technologies in order to investigate and recommend a technology that inspectors can use to capture data at source.

3. Communicable Disease Control Information System (CDCIS)

A new information system to replace systems that are 10 years of age or older is critically required to support the delivery of Communicable Disease Control programs in Toronto, including the investigation and follow-up of 42,000 reports of communicable disease and the assessment of immunization status of 425,000 school children each year. This new system is also required to enable TPH to meet minimum legislated provincial mandatory requirements. Health Canada is funding a project team to enhance and implement the Public Health Information System (iPHIS) worth an estimated \$7 million across Canada. The Ontario Ministry of Health and Long Term Care is supportive of implementing iPHIS. In order for TPH to fully participate on the project, TPH is required to contribute some of the total resources required to enhance and implement the system.

4. Coordinated Access (also known as Health-Intake System Coordination)

The purpose of this project is to implement a coordinated access to public health program information and services in order to improve service to TPH customers. The Contact Centre sub-project will implement an organisational structure, an information repository and telephone technology. This project is critical in that it creates a Front Door for access to TPH programs and services. It is linked to all the major programs and systems particularly the TCHIS system

which is under development. Since the project touches on the Corporate Infrastructure (e.g. Network and Telecom), it has to fit within the ongoing CAO and Corporate initiatives for Customer Service Improvement. The budget also impacts these two initiatives through cost sharing commitments.

5. Facilities – State of Good Repair

- Emergency Capital Repairs

The scope of work includes unforeseen emergency capital repairs to TPH facilities in City-owned buildings.

- Health & Safety

Urgent repairs to address health and safety concerns for the following properties:

- (1) The Animal Shelters
- (2) 662 Jane St.
- (3) Beatrice Health Centre

- Building Envelope

The repair and renewal of roofing membranes, window sealants and components that keep water out of the building and maintain a separation between the exterior and interior environments.

- Mechanical & Electrical

The repair and renewal of heating, ventilation, and air conditioning (HVAC) systems, as well as facility power supply, controls, plumbing and lighting.

6. VPD Redesign

The final sub-project within the VPD Redesign project involves the development of a system that supports the inventory, monitoring and inspection of 3,000 vaccine refrigerators and stored vaccines in physicians' offices within Toronto as mandated by the province. The detailed analysis and design of this system is in progress and implementation has begun in June 2003. This system will be integrated with the Toronto Healthy Environments Information System (THEIS). This system would support a mandatory Public Health function of inspecting and monitoring the publicly funded vaccines that physicians get directly from the Ontario Government Pharmacy. The requirement is for TPH to conduct annual inspections to the 3,000 office delivery locations and vaccine refrigerators in Toronto and investigate any cold chain failures. Many of these sites have multiple refrigerators to monitor. We have 100 investigations of cold chain failures annually.

7. Health-RDIS Database Project

Critical to the delivery of the Communicable Disease Control Program, the project involves the amalgamation of six existing Reportable Disease Information System (RDIS) databases which are provincially mandated under the Health Protection & Promotion Act.

8. South Region Animal Shelter (also known as South Regional Animal Centre)

To build an animal shelter in the south region at the Horse Palace, Exhibition Place, to provide services to the citizens in the region, as a result of the lapse of the Toronto Humane Society contract since April 1, 2001. The project is conducted in two phases. The first phase has been completed, and the second phase will be completed in 2003.