

## **BRIEFING NOTE 1– All NHS Wales Laundry Production Units**

### **NHS WALES LAUNDRY PRODUCTION UNITS SERVICE REVIEW**

#### **1. PURPOSE**

The purpose of this briefing note is to provide a progress report on the review of laundry production units in Wales facilitated by NHS Wales Shared Services Partnership (NWSSP).

#### **2. INTRODUCTION**

The Shared Services Partnership Committee approved the development of an NHS Wales Laundry Production Units Service Review project at its meeting on 17<sup>th</sup> May 2016.

The objective of the project is to review the existing laundry production units in NHS Wales against industry best practice guidance.

The review will seek to identify any gaps in the existing laundry service that prevent achieving *BS EN 14065 June 2016* - the new Welsh Government standard.

The first Project Group meeting was held on 6<sup>th</sup> December 2016 involving representatives of all NHS Health Boards/Trusts and NWSSP.

#### **3. PROJECT SCOPE**

The scope of the project will include all five NHS Wales laundry production units:

- Ysbyty Glan Clwyd Laundry Services– Betsi Cadwaladr University Health Board;
- Glangwili General Hospital Laundry Service – Hywel Dda University Health Board;
- Llansamlet Laundry Service– Abertawe Bro Morgannwg University Health Board;
- Church Village (old East Glamorgan Hospital) Laundry Service – Cwm Taf University Health Board;
- Llanfrechfa Grange 'Green Vale' Laundry Service – Aneurin Bevan University Health Board.

#### **4. PROJECT MANAGEMENT ARRANGEMENTS**

NWSSP's internal project support will be focused on the following personnel:

- Project Director: Anthony Hayward, Assistant Director Facilities, Cwm Taf UHB on behalf of NWSSP
- Project Manager: Ian Rose NWSSP PMO Unit
- External Consultant Team Members
- Project Support officers

## **5. GOVERNANCE ARRANGEMENTS**

Overall responsibility for the project will be discharged through the Shared Services Partnership Committee which will oversee the work of the NHS Wales Laundry Production Units Services Review Project Group.

## **6. COMMUNICATION**

A dedicated section within the NWSSP intranet site will be established to share:

- Status updates
- Diary of events
- FAQ section
- Contact Details

Specific documentation will also be shared locally for onward cascade by local laundry management.

Any further questions or enquires please contact:

Project Director - Anthony Hayward - [anthony.Hayward@wales.nhs.uk](mailto:anthony.Hayward@wales.nhs.uk)

Project Manager - Ian Rose - [ian.rose@wales.nhs.uk](mailto:ian.rose@wales.nhs.uk)

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