

## **BRIEFING NOTE 7 – All NHS Wales Laundry Production Units**

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

#### **1. PURPOSE**

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

#### **2. UPDATE**

The outline business case has been constructed in accordance with Welsh Government requirements and is in the process of being thoroughly reviewed and updated to allow further progression through the remainder of the process.

It is anticipated the current review stage will continue throughout December 2017 and early January 2018 culminating in a review with the SSPC in January, and subsequent discussion in the January Project Board.

Laundry Review information will continue to be shared with appropriate health board representatives.

Project costs remain within budget and risks and issues monitored in accordance with the risk management approach.

Finally, I would like to thank everyone for their support, co-operation and patience through the process to date.

The next scheduled project board is January 23<sup>rd</sup>

#### **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 NCCU on behalf of NWSSP Committee
- 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:

- 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)

**Date: 4<sup>th</sup> Dec 2017**