

## **BRIEFING NOTE 8 – 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**

As stated within Project Bulletin 7, it was anticipated the current review stage would continue throughout December 2017 and early January 2018 culminating in a review with the SSPC in January 2018, and subsequent discussion in the January Project Board.

However, at the request of the SSPC and its representatives, this will now aim to conclude with each Healthboard providing feedback in readiness for the March 2018 SSPC meeting. Once this process has concluded, we will then seek to discuss at the next suitable project board meeting.

Laundry Review information has been shared with appropriate health board representatives, project costs remain within budget and risks and issues monitored in accordance with the risk management approach.

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: 22<sup>nd</sup> Jan 2018**