

BRIEFING NOTE 18 – All NHS Wales Laundry Programme

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

There are 5 Laundry Production Units (LPUs) across NHS Wales:

- Ysbyty Glan Clwyd (Betsi Cadwaladr University Health Board)
- Glangwilli General Hospital Laundry (Hywel Dda University Health Board)
- Llansamlet Laundry Service (Swansea Bay University Health Board)
- Church Village (Cwm Taf Morgannwg University Health Board)
- Llanfrechfa Grange 'Green Vale' (Aneurin Bevan University Health Board)

As outlined within bulletin 17 work continues to develop both the All Wales Laundry Business Case and the initiation and mobilisation of the Service Transition of the existing laundry service within NHS Wales to NHS Wales Shared Services (NWSSP).

The business case development process will see the continued development of the relevant documentation to support the more detailed and specific information required as part of the business case process mandated by the Welsh Government.

This will commence with the securing of appropriate resources who will lead the business case development process with focus on the site selection as a key task.

In relation to the Service Transition, this continues to mobilise with additional workstreams being established to support the existing workstreams.

To further support this process, establishment of additional governance is being reviewed in order to provide key oversight and control where required.

Currently seven workstreams are in either progress or being mobilised to support a seamless transfer with minimal disruption where possible.

The workstreams are*:

- Finance, Performance, Health & Safety
- Legal & Risk
- Estates, Equipment & Plant
- Workforce & Employment Services

- I.T., Information Governance & Business Continuity
- Logistics
- Service Operations

****Not Exhaustive***

Each workstream is being developed against a set of guiding principles which outline the aims, objectives and elements on which the transfer will be based and will seek to continue collaboration and engagement with appropriate healthboard representatives to undertake the tasks required.

The aim continues to be the transfer of the existing arrangements in **April 2021** with the focus on the **continuation of the existing service arrangements**.

The service is expected to continue **as is** until the conclusion of the parallel business case development and commissioning of the preferred options, which is currently estimated in 2024.

The programme team would once again like to thank everyone for their continued support in this process.

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 – Swansea Bay University Health Board
- Church Village (old East Glamorgan Hospital) Laundry Service – Cwm Taf Morgannwg 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, Corporate Director NCCU on behalf of NWSSP Committee
- Project Manager: Ian Rose Head of NWSSP PMO
- External Consultant Team Members
- Project Support officers

5. GOVERNANCE ARRANGEMENTS

Overall responsibility for the project is currently discharged through the Shared Services Partnership Committee, which will oversee the work of the NHS Wales Laundry Programme.

6. COMMUNICATION

A dedicated section within the NWSSP intranet and internet sites 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

Project Manager - Ian Rose – ian.rose@wales.nhs.uk

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