

# SHIFT PATTERN PROPOSALS

## AT A GLANCE

We currently operate different shift patterns in different sites for our Nursing, Midwifery and HCSW communities. This has resulted in operational challenges, and feelings of inconsistency. We are committed to aligning our shift patterns, and to ensuring everyone can take the breaks they are entitled to. We shared an original proposal for shift pattern alignment in May 2025. We listened to staff and Trade Union feedback and developed a revised proposal which was shared in December 2025. The revised proposal continues to meet our changing service needs, while also enabling protected time for learning and development, guaranteeing regular breaks and reducing the frequency of long working weeks.

### REVISED PROPOSAL (OPTION 8)

|         |                                       |                                       |
|---------|---------------------------------------|---------------------------------------|
| Week 1- | 3x 12.5hr shifts                      | (2x 30min breaks)                     |
| Week 2- | 3x 12.5hr shifts                      | (2 x30min breaks)                     |
| Week 3- | 3x 12.5hr shifts                      | (2x 30min breaks)                     |
| Week 4- | 3x 12.5hr shifts &<br>1 x 6.3hr shift | (2x 30min breaks/<br>1 x 20min break) |
| Week 5- | 3x 12.5hr shifts                      | (2x 30min breaks)                     |
| Week 6- | 3x 12.5hr shifts                      | (2x 30min breaks)                     |
| Week 7- | 3x 12.5hr shifts                      | (2x 30min breaks)                     |
| Week 8- | 4x 12.5hr shifts                      | (2x 30min breaks)                     |

- In addition to 42 hours of protected learning and development time annually
- New 6-hour 20-minute shift, to include a dedicated 20 minute handover
- Fewer weeks requiring four long shifts - improved work-life balance
- Regular, frequent breaks incorporated
- Lower savings, but more balanced and sustainable

### HIGH LEVEL OVERVIEW OF REVISED PROPOSAL (OPTION 8)

|                                         | 'Former CT' shift pattern                                                                                                                                                                                                                                                                                                                                                    | 'PoW' shift pattern                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Current shift pattern                   | <ul style="list-style-type: none"><li>• 7.00am/pm - 7.30pm/am (12.5 hours)</li><li>• 3 x 12.5-hours shifts per week, each with 1 x 30-minute unpaid break.</li><li>• 6-hour make up shift every 4 weeks</li></ul>                                                                                                                                                            | <ul style="list-style-type: none"><li>• 7.00am/pm - 7.30pm/am (12.5 hours)</li><li>• 3 x 12.5-hours shifts per week, each with 2 x 30-minute unpaid breaks.</li><li>• 12.5-hour make up shift every 4 weeks</li></ul>                                                                                                                                      |
| Overview of revised proposal (Option 8) | <ul style="list-style-type: none"><li>• Work a 12.5-hour shift (instead of a 6-hour shift) every 8th week</li></ul> <b>Difference = additional 6.5 hours once every 8 weeks</b> <ul style="list-style-type: none"><li>• Plus 42 hours CPD per FTE</li><li>• 2 x 30 mins rest breaks built into 12.5 hour shifts</li><li>• Handover time built into 6.3 hour shifts</li></ul> | <ul style="list-style-type: none"><li>• Work a 6.3-hour shift (instead of a 12.5-hour shift) every 8th week</li></ul> <b>Difference = reduction of 6.2 hours once every 8 weeks</b> <ul style="list-style-type: none"><li>• Plus 42 hours CPD per FTE</li><li>• Retain 2 x 30 min rest breaks</li><li>• Handover time built into 6.3 hour shifts</li></ul> |

**Note:** This does not mean any changes to pay. Contracted hours remain the same – the proposal would only change how hours are arranged across the rota cycle, not how many hours are paid.

### NEXT STEPS

- No final decisions have been made. A further update will be taken to Board, likely later this Summer.
- Subject to any future Board discussion, the next phase would focus on individual engagement. This would provide opportunities to understand how proposals may affect you personally, discuss your circumstances, and explore other options and support.
- A new workstream has been established to review rest breaks, including how we support staff to take their full breaks, and how breaks (including missed breaks) are monitored consistently.
- Thank you for your feedback to date.

