

HALIFAX

Flexible Work Arrangements and Transportation Demand Management

Transportation Standing Committee
February 27, 2020

What exactly does “Flexible Work Arrangements” mean?

- Flexible Schedule
- Flexible Hours
- Flexible Location



How do Flexible Work Arrangements Impact Transportation Demand Management?

- Halifax Regional Council approved the *Integrated Mobility Plan* (IMP)
- IMP promotes managing traffic congestion over making structural changes to roadways
- Flexible Work Arrangements can be used by individual employees to avoid travel during times of high traffic congestion
- Small reductions in peak-hour volumes can significantly reduce commute times

Current Flexible Work Arrangements Business Practice allows for:

- Flexible schedule/flexible hours: adjusted daily start/end times, compressed work week, “earned time off”, adjustments to the scheduling of lunch breaks, job sharing or other part-time arrangements
- Flexible location: may include working from home or some other site apart from the usual work location; providing such arrangements allow the employee with full access to the tools and facilities required to perform the work safely and effectively

Current usage:

- Individual teams have adjusted hours to 7:00 – 3:00
- Individual managers/supervisors provide work from home options
- Individual business units and divisions have Earned Day Off (EDO) programs for both non-union and NSUPE employees
- Customer Contact Centre (311) has been piloting a work from home program for the last year

Barriers to Flexible Work Arrangements

- Managerial approach that relies on observable daily work habits for employee
- Inconsistent use of Flexible Work Arrangements within business units/divisions
- Lack of awareness of the business practice and/or confusion over implementation
- While flexible arrangements will not work for all employees, it can be a valuable strategy for “anchored” employees who work primarily at a personal computer during regular business hours



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How could Flexible Work Arrangements be better utilized?

- Internal communication campaign to raise awareness of Flexible Work Arrangements Business
- Develop Flexible Work Arrangements tracking system
- Develop tools for managers and employees to assist in implementing flexible work arrangements (ex. application form, safety checklists, FAQ)

Recommendation:

It is recommended that the Transportation Standing Committee recommend that Halifax Regional Council direct the Chief Administrative Officer to promote and encourage the use of the Flexible Work Arrangements Business Practise for all non-union employees as an option for managing congestion and reducing single occupancy vehicle trips in alignment with the Integrated Mobility Plan (IMP).