



GOVERNMENT OF BERMUDA

MINISTRY OF LABOUR, COMMUNITY AFFAIRS and SPORTS

PATI Information Statement

Name of Public Authority: Department of Community and Cultural Affairs

Introduction:

Every Public Authority covered in the Public Access to Information (Bermuda) Act 2010 (PATI) has a legal duty to maintain an Information Statement. The purpose of PATI is to make information easily accessible to the public and increase the accountability and transparency within public authorities.

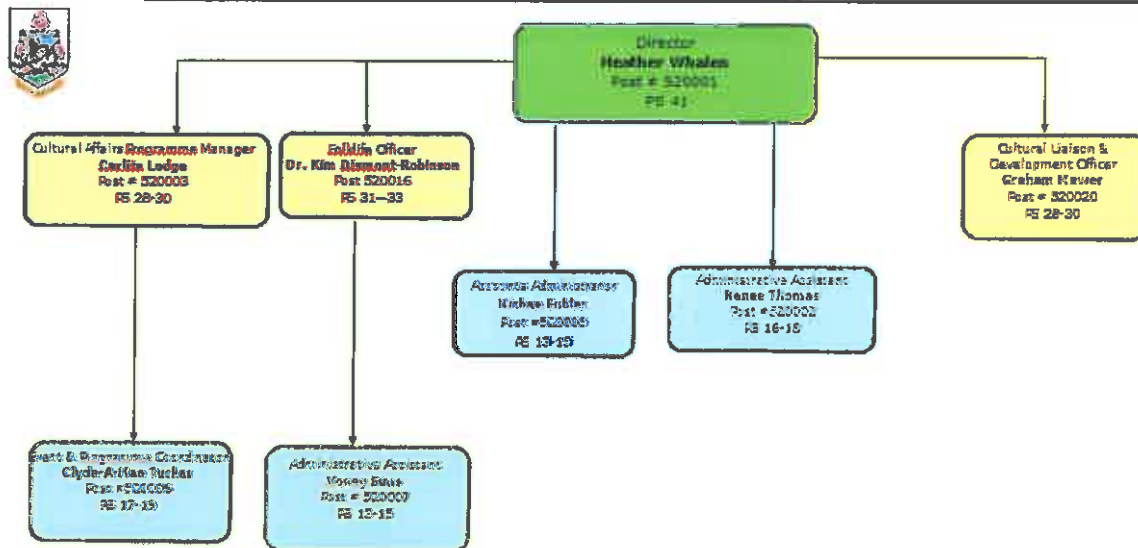
The purpose of the Information Statement is to outline the information held by the Department of Community and Cultural Affairs, which will be readily available to the public under PATI. It is divided into different categories to help the public efficiently find the documents or resources they are looking for.

Section A: Structure, Organization and Legislation [s5(1)(a)]

The Department of Community and Cultural Affairs consists of 8 members of staff.

Mrs. Heather Whalen – Director of Community and Cultural Affairs
Dr. Kim Dismont Robinson – Folklife Officer
Ms. Carlita Lodge – Cultural Affairs Programme Manager
Mr. Graham Mawer - Cultural Liaison and Development Officer
Ms. Renee Thomas –Administrative Assistant
Mrs. Clyde-A-Mae Tucker – Event & Programme Coordinator
Ms. Nichae Fubler - Accounts Administrator
Ms. Veney Sims – Administrative Assistant

**DEPARTMENT OF COMMUNITY AND CULTURAL AFFAIRS—HEAD 52
ORGANIZATION STRUCTURE**



Legislation:

Bermuda Arts Council Act 1969

Section B: 1) Functions, powers, duties of the Authority [s5(1)(b)]

The Department’s mission is to cultivate a greater sense of national identity and pride by engaging with the community to develop our society through culture, heritage, and educational outreach.

The Department of Community and Cultural Affairs plays a critical role in upholding Government’s commitment to cultivating and fostering positive community development as well as supporting our young people and families – Bermuda’s most precious resources.

This Department continues to provide high calibre cultural, heritage, artistic, folklife and seniors programmes.

The presence of such cultural, artistic and creative events and activities, as well as the production and publication of materials are important determining factors that influence our people, visitors, and enrich our island nation.

The Department of Community and Cultural Affairs is committed to providing social, cultural and educational services to the public. We endeavor to maintain Bermuda’s traditions and create new

opportunities that enhance community awareness. We will provide quality services through an effective, efficient and motivated team.

The Department supports the arts via the Bermuda Arts Council that awards grants to students pursuing study in the arts at the tertiary level and projects by individuals and organizations. We also promote the visual and performing arts through the annual Premier's Concert. With the literary arts, the Department hosts an annual writer in residence workshop focusing on a variety of genres and organizes the Bermuda Literary Awards that recognizes excellence in Bermudian writing. The Uncover the Arts programme provides opportunities to discover and enjoy various aspects of Bermuda's culture, arts and musical entertainment.

Section B: 2) Obligations under PATI [s5(1)(b)]

To provide an **information statement** for the public and promulgate it [s5],

- To provide **other information** to the public so that the public needs only to have minimum resort to the use of PATI to obtain information [s6]. This includes:
 - General information, e.g. activities of the Authority;
 - Log of all information requests and their outcome [s6(2) & (3)];
 - Quarterly expenditure (upon request) [s6(5)]; and
 - Contracts valued at \$50,000 or more [s6(6)].
- To **respond to information requests** in a timely manner [ss12-16]
- To **track information requests**, and provide this data to the Information Commissioner
- To respond to requests from the Information Commissioner [s9]
- To **amend personal information** held by the Authority that is wrong or misleading following a written request by or on behalf of the person to whom the information relates [s19]
- To conduct an **internal review** if formally requested [Part 5]
- To give evidence for **review by the Information Commissioner** [Part 6, s47(4)], or for **judicial review** [s49], if required
- To provide an **annual written report** to the Information Commissioner of the status of information requests [s58(3)].
- To **do anything else as required** under PATI and subsequent Regulations [s59] and Codes of Practice [s60], including:
 - **Fees** for requests for information [s59(1)(a)];
 - Management and maintenance of **records** [s59(1)(c)]; and
 - **Procedures** for administering the Act [s59(1)(d)].
- To **train staff and make arrangements** so as to facilitate compliance PATI [s61]
- To **designate one of its officers** to be the person to whom requests are directed [s62]

Section C: Services and Programmes [s5(1)(c)]

Services:

The Departments objectives are to:

- To serve as stewards of Bermuda's cultural heritage.
- To stimulate and develop a culturally vibrant, expressive and dynamic community by supporting innovative cultural and artistic endeavours.
- To foster relationships with tradition-bearers and cultural industry partners to facilitate synergistic, inter-disciplinary and evolving Bermudian cultural identity and artistry.
- To promote an understanding of Bermuda's cultural identity through education, research, publications, and enrichment programmes.
- To curate and invest in the arts and Bermuda's cultural heritage through grants, scholarships, collaborations, and structural support.
- To support the development of ideas, projects, and institutions that augment Bermuda's cultural and creative industries.

Programmes:

The Department offers the following programmes to the general public:

- **Cultural Programmes - Emancipation** – Organizes programmes that commemorate the 1834 emancipation of enslaved people in Bermuda. The Emancipation Programmes provide an opportunity to educate the public and make clearer all the reasons why we celebrate both Cup Match and Emancipation, telling stories of slavery, emancipation, post emancipation, black entrepreneurship, economic struggle, and fellowship. It has in more recent years also highlighted local heroes who have made significant and lasting contributions to their respective parishes.

International Gombey Festival – Annual festival to provide exposure to the folk art and traditions of an important Bermudian cultural icon. The festival provides a positive explosion of culture and offers the public an opportunity to develop an appreciation for the rich heritage and traditions displayed by our Gombey Dancers, Bermuda's most important symbol of folk art, music and dance.

Heritage Month – Organized to highlight and bring attention to aspects of our

culture and heritage, promoting a sense of community understanding and pride amongst the people of Bermuda. Activities and programmes, which are held throughout May reflect and speak to the selected theme with an aim to educate and entertain, culminating in the annual Bermuda Day Parade on May 24th.

Uncover the Arts – Provides an array of activities and events that highlight and explore aspects of our environment, culture and traditions for residents and visitors.

National Heroes' Day – A celebration of Bermuda's National Heroes by commemorating their contribution to our country through ceremonies, plaques and/or monuments, thus engendering pride in Bermudians as a people.

- **Folklife:**

Bermuda Folklife Documentary Series – in conjunction with Bermudian filmmakers, the Department produces a series of Folklife Documentaries to preserve our culture and make learning about different aspects of our traditions more readily accessible to the general public. The Department also produces a series of study guides associated with the folklife documentaries.

Bermudian Heartbeats Lecture Series - Features a monthly event highlighting our island's rich historical and cultural heritage, for Bermuda residents and visitors alike. Unlike traditional lectures, the series uses unusual locations and varied methods of presentation for an experience that is both educational and enjoyable.

Cultural Apprenticeship Programme - Fosters the development of a new generation of tradition-bearers by creating structured opportunities for tradition-bearers to work one-on-one with interested young people.

- **Promotion of the Arts** - Objective is to stimulate the development of the arts through a variety of programmes and initiatives and to support projects which are aimed at cultural preservation.

Premier's Concert – This annual concert features and celebrates outstanding young people in the visual and performing arts who are between the ages of 10 and 20 years.

Writer In Residence – An internationally renowned writer is brought to Bermuda to conduct a workshop on a specific genre with the aim of improving the overall quality of Bermudian literature and theatre.

- **Senior Citizens Programme** - a variety of culturally-relevant and intellectually stimulating programmes and activities for Bermuda's senior population, including

the publication of an annual book of Seniors Profiles.

Section D: Records and documents held [s5(1)(d)]

- Creative Industries Catalogue (in progress) - a central resource catalogue for anyone. The catalogue is designed to help people communicate by allowing them to post profiles about themselves and what they do. A critical robust and comprehensive data base that will serve as a reference for Bermuda's visual and performing artists both past and present, local and overseas.
- Cultural Affairs Digital Archive – a database of interviews collected through the Folklife Documentary Series which preserves the knowledge of our most valuable natural resource – the Bermudian people.
- Cultural Affairs Website – intended to be an online resource of all the programmes, publications, projects, events, news, research, press releases, photos and multimedia this Department produces and sponsors. In addition it is intended to become a hub for community and cultural events and a gateway for accessing Bermuda's cultural heritage.
- Publishing anthologies, folklife books, historical texts.
- Continue collecting oral histories.

Section E: Administration (all public access) manuals [s5(1)(e)]

- Government of Bermuda, Conditions of Employment and Code of Conduct.

Section F: Decision-making documents [s5(1)(f)]

- Bermuda Arts Council Policy
- Cultural Legacy Fund Policy
- Folklife Apprenticeship Policy
- Literary Awards Policy

Section G: The Information officer [s5(1)(g)]

Mr. Graham Mawer
Cultural Liaison and Development Officer
Contact Number: 292-1681
Email: gsmawer@gov.bm

Section H: Any Other Information [s5(1)(h)]

Section I: Any Other Information that may be Provided? [s5(1)(i)]

Section J: Information Statement: Copies and Updates [s5(2)-(5)]

Every public authority shall update its information statement at least once a year, and make it available for inspection by the public at reasonable times [s5(1)-(5)].


Date Information Statement was updated: December 1st, 2018

Locations of Information Statement:

- Department of Community and Cultural Affairs Office YES;
- The Bermuda National Library YES;
- The Bermuda Archives YES;
- Available electronically YES;
- Website for public authority (www.communityandculture.bm) YES;
- Have you published a notice in the Gazette indicating the places where the Information statement is available for the public? NO; and
- With the Information Commissioner. YES.

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Sign and Date:

 18 Dec 2018