



# GOVERNMENT OF BERMUDA

## MINISTRY OF TOURISM DEVELOPMENT AND TRANSPORT

### PATI Information Statement

**Name of Public Authority: Water Safety Council**

#### **Introduction:**

The purpose of the Public Access to Information Act 2010 is to:

1. Give the public the right to obtain access to information held by public authorities to the greatest extent possible, subject to exceptions that are in the public interest or for the protection of the rights of others;
2. Increase transparency, and eliminate unnecessary secrecy, with regard to information held by public authorities;
3. Increase the accountability of public authorities;
4. Inform the public about the activities of public authorities, including the manner in which they make decisions; and
5. Have more information placed in the public domain as a matter of routine.

The Department of Marine & Ports Services has an information statement for the Water Safety Council to provide the public with guidance with respect to accessing information, to increase transparency, and to inform the public about the activities of the Council.

This statement comprises of:

1. Structure of the Water Safety Council;
2. Objective of Water Safety Council;
3. Decision-making documents

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

Members consist of:

- Chair
- Deputy Chair – West End Development Corporation
- Representative of Bermuda Police Services- ex-officio
- Lifeguard Superintendent – ex-officio
- Road Safety Officer, ex-Officio
- Chief Radio Officer – Maritime Operations
- Harbour Master – Marine & Ports
- Marine Service Officer/Boats – Marine & Ports

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

The objective of the Water Safety Council is to identify issues in respect to water safety and to develop local strategies to prevent accidents and injuries on the water by means of relevant marine safety regulations, public education and the promotion of good water safety practices/initiatives throughout the community.

**Section B: 2) Obligations under PATI Act [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 the Act to obtain information [s6]. This includes:
  - General information, e.g. activities of the Authority
  - Log of all information requests and their outcome
  - Quarterly expenditure (upon request) [s6(5)]
  - Contracts valued at \$50,000 or more.
- To **respond to information requests** in a timely manner [s12-16]
- 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 it is wrong or misleading following a written request by 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, 47(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 the PATI Act and subsequent Regulations [s59, 60], including:
  - **Fees** for Requests for information
  - Management and maintenance of **records**
  - **Procedures** for administering the Act
- To **train staff and make arrangements** so as to facilitate compliance with the Act [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]**

None

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

Minutes and correspondence

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

None

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

None

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

**Information Officer (for PATI queries)**

Chamaigne Dill  
Manager – Administration  
[cldill@gov.bm](mailto:cldill@gov.bm)  
Tel: 441-295-6575

**Contact Information**

Department of Marine and Ports Services  
East Broadway, 4 Crow Lane  
Hamilton HM19

P.O. Box HM 180  
Hamilton HMAX

Website: [www.marineandports.bm](http://www.marineandports.bm)

Tel: 441-295-6575  
Fax: 441-295-5523

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

Website and Email for Water Safety Council

Email: [info@wsc.bm](mailto:info@wsc.bm)  
Web: [www.wsc.bm](http://www.wsc.bm)

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

None

**Section J: Information Statement: Copies and Updates [s5(2,3,4,5)]**

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 by [s5(1-5), PATI Act]:

**Date Information Statement was updated:** December 16th, 2019

**Locations of Information Statement:**

*Confirm copies of Information Statement are available at the following sites:*

- Your principal office: East Broadway, 4 Crow Lane, Hamilton HM19 Y
- The Bermuda National Library; Y
- The Bermuda Archives; Y
- Available electronically, Y
- Website for public authority [www.marineandports.bm](http://www.marineandports.bm) Y
- Have you published a notice in the Gazette indicating the places where the information statement is available for the public? Y
- With the Information Commissioner. Y

**Sign and Date:**

