



BERMUDA GOVERNMENT
MINISTRY OF PUBLIC WORKS

PATI Information Statement

Name of Public Authority: National Parks Commission

Introduction:

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

- a) 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;
- b) Increase transparency, and eliminate unnecessary secrecy, with regard to information held by public authorities;
- c) Increase accountability of public authorities;
- d) Inform the public about the activities of public authorities, including the manner in which they make decisions; and
- e) Have more information placed in the public domain as a matter of routine.

This Act commits the National Parks Commission to making information available to the public as part of its normal business activities. Through this commitment, the National Parks Commission will aim to make the workings within the Commission accessible and available to the public as part of its normal business activities.

The National Parks Commission will:

- Specify the information held by the Commission, which falls within the purview.
- Make routinely available information which is held by the National Parks Commission.
- Describe the methods by which specific information is made available, so that it can be easily identified and accessed by members of the Public.
- List any fees charged for the access to information described in this scheme
- Regularly review and update the information made available.

The National Parks Commission will generally not publish:

- Information in draft form
- Information that is not held by the National Parks Commission, or which has been disposed of in accordance with a legally authorized disposal schedule

- Information that is not readily available – for example: information that is contained in files that have been placed in archive storage, or is otherwise difficult to access
- Information which is exempt under the PATI Act 2010, or otherwise protected from disclosure – for example: personal information; information likely to endanger the safety or health of individual, information received in confidence, Cabinet documents or commercially sensitive information. Please refer to Public Access to Information Act, 2010.
- Records containing exempt matter will be published in a redacted I form wherever it is practical to do so, indicating which exemptions apply.

In maintaining this information document our aim is to be as open as possible.

However, there may be limited circumstances where information will be withheld from one of the categories of information listed:

Information will only be withheld where the PATI Act, 2010 expressly mandates it. For example:

Where disclosure would breach the law of confidentiality, infringe personal privacy, harm the National Parks Commission, or another organization's commercial interest, or endanger the protection of the environment.

Whenever information is withheld, we will inform you of this and explain why that information cannot be released. Even where information is withheld, it may be possible to provide a redacted copy, with the exempt matter edited out.

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

As per the Bermuda National Parks Act 1986, the National Parks Commission is made up of thirteen (13) members as follows:

- Director of the Department of Environment & Natural Resources (ex- officio)
- Director / Acting Director of Parks (ex- officio)
- Department of Youth Sport & Recreation (ex-officio)

Eleven (11) members shall be appointed by the Minister as follows; one (1) representative from the following organizations:

- Bermuda National Trust
- Bermuda Audubon Society
- Bermuda Maritime Museum Association, the
- Bermuda Zoological Society
- Bermuda Tourism Authority
- Two (2) members are representative of users of the System.

- The remaining four (4) members are considered to have a sufficient interest or expertise in environmental protection, conservation of natural and historical resources; economic, commercial, or entrepreneurial matters.

2026/2027 Members – as Gazetted 17th March 2026

- Mr. David Cox – Chairman
- Bermuda Zoological Society: Mr. Richard Winchell – Deputy Chair
- Bermuda Audubon Society – Ms. Heather Bottelli
- Bermuda National Trust – Mr. Myles Darrell
- Bermuda Tourism Authority – Ms. Jasmine Furbert
- National Museum of Bermuda - Mr. Colin Campbell
- Ms. Alize Bailey
- Mr. Ciaran Keaveny
- Mr. Roland Hill
- Mr. Sergio Lottimore
- Mr. Gary Taylor

Technical Officer – Mrs. Jessica Carvalho

Legislation

Bermuda National Parks Act 1986

Bermuda National Parks Regulations 1988

The following Amendments were fundamental changes to the Bermuda National Parks Act 1986:

- Bermuda National Parks Amendment Act 2009
- Bermuda National Parks Amendment Act 2017
- Bermuda National Parks Amendment Act (No. 2) Act 2017
- Bermuda National Parks (Fees) Regulations 2018

Section B: I) Functions and powers, of the Commission [s5(1)b]

The National Parks Commission is a statutory body governed under the Bermuda National Parks Act 1986 with the subsequent Amendments above directly impacting the administration and functions. The National Parks Commission is tasked with the responsibility of advising the Minister on matters affecting the long-term conservation and management of the Bermuda National Parks System. This System comprises different kinds of protected areas which are to be managed according to the Bermuda National Parks Act 1986. The protected areas are to be managed in a manner that protects, maintains and enhances the natural and historic values of the protected areas for the use and enjoyment of present

and future generations; and to regulate the use of such protected areas so as to ensure that the environmental, social and economic benefits deriving from the areas are sustained.

The protected areas listed under the Act are as follows:

1. Class A Nature Reserves
2. Class B – Amenity Parks
3. Class C – Recreational Parks

Key Functions:

- The periodic review of the National Parks Plan and providing advice and comments thereon as needed, in the opinion of the Commission, to ensure that the Plan is current and responsive to the policies and objectives of the Act.
- Making recommendations to the Minister regarding any matter affecting protected areas of priority for acquisition as protected areas and on amendments to the First Schedule
- Advising the Minister on any proposal to change the boundaries, use, classification or any other aspect of an existing protected area, including the making of recommendations as to whether such change enhances or diminishes the conservation policies and objectives for the area
- Reviewing any draft or final management plan for a protected area, specified in the First Schedule, and making recommendations to the Minister as to the adequacy of any such plan
- Undertaking activities to promote public awareness and education in matters relating to protected areas through seminars, public events, publications and other appropriate means
- Co-ordinating and exchanging information on protected areas and related matters within government and non-governmental organizations
- Establishing sub-committees and other formal and informal arrangements with other bodies, to use such expertise and services as may be available to enable the Commission to perform its functions under the Act
- Exercising such other functions and powers as may be conferred upon it by the Act or any regulations made thereunder

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)]

<ul style="list-style-type: none"> ▪ 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: <ul style="list-style-type: none"> ▪ 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]
<p>Section C: Services and Programmes [s5(1)c]</p>
<p>No services or programmes fall under the purview of the National Parks Commission</p>
<p>Section D: Records and documents held [s5(1)d]</p>
<ul style="list-style-type: none"> ○ National Parks Commission Minutes ○ Monthly Payroll
<p>Section E: Administration (all public access) manuals [s5(1)e]</p>
<ul style="list-style-type: none"> ○ Bermuda Government Financial Instructions
<p>Section F: Decision-making documents [s5(1)f]</p>
<ul style="list-style-type: none"> ○ The National Parks Act, 1986 & Amendments 2009, 2017 & 2018 ○ The National Parks Regulations, 1988 ○ Management Plans

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

	Information Manager	Alternate
	Mr. Oluremi Subair	Mrs. Lana Woods
Physical Address	Global House 43 Church Street Hamilton HM12 Bermuda	
Mailing Address	P.O. Box HM 20 Hamilton HM AX Bermuda	
Office	(441) 236-5902	(441) 236-5902
Email	rbsubair@gov.bm	lwoods@gov.bm
Email for PATI requests	pati.parks@gov.bm	
DOP Website:	www.gov.bm	
Government of Bermuda Website:	www.gov.bm	

All documents can be obtained by writing or calling our Information Manager or her Alternate at the above address between the hours of 8:30 am – 5:00 pm, Monday to Friday.

Section H: Any Other Information [s5(1)h]**Name of the Board?**

National Parks Commission

Ministry

Ministry of Public Works & Environment

Minister

The Hon. Jache Adams, J.P., M.P., Minister of Public Works , General Post Office Building, 56 Church Street, Hamilton HM12

Name and Title of Head

Mr. Oluremi Subair, Acting Director of Parks

Information available under our publication scheme will usually be accessible through the methods described below:

- Email
We may be able to send you some information by email, send requests to pati.parks@gov.bm
- Phone
Documents listed in the information scheme can also be requested by telephone. Please call the Office Manager at (441)236-5902 to request information. In your request, please provide your name and address, full details of the documents you would like to receive.
- Post

All information listed in the scheme will usually be available in hard copy. Requests may be addressed to the Office Manager, Lana Woods of Parks, P.O. Box HM 20, Hamilton HM AX, Bermuda. In your request, please provide your name and address, full details of the documents you would like to receive. You may also wish to provide a telephone number so that we can call you to clarify details if necessary.

- Personal visits
You will be required to make an appointment to view information.

The National Parks Commission aims to make our Information scheme easy to use, and to ensure our information is accessible to the public.

If you wish to complain please write or call the Department of Parks, P.O. HM 20, Hamilton HM AX, Bermuda, parksdept@gov.bm, pati.parks@gov.bm , (441)236-5902.

- Our internal complaints process allows us to gain valuable information from the people it serves, and allows the organization to improve its reputation as one of the best government departments. Information given by people complaining often contains useful criticisms.
- Complaints made by the public can provide valuable decision and policy making information to management as well as highlight the challenges faced by employees.

You have legal rights to access information under this scheme, and a right to complain if you are dissatisfied with our response.

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

Frequently asked questions

I. What is the primary function of the National Parks Commission?

To make recommendations and advise the Minister on matters affecting the long-term conservation and management of the Bermuda National Parks System.

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: March 27, 2026

Locations of Information Statement:

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

- Your principal office: Global House, 43 Church Street, Hamilton HM12 Y
- The Bermuda National Library; Y
- The Bermuda Archives; Y
- Available electronically; pati.parks@gov.bm Y
- Website for public authority ; www.gov.bm Y
- Have you published a notice in the Gazette indicating the places where the information statement is available for the public? N
- With the Information Commissioner. Y

Sign and Date: *Jessica Carvalho* 31 March 2026