

THE NATIONAL SPORTS CENTRE

PATI Information Statement

Name of Public Authority: The National Sports Centre (NSC)

Introduction:

The NSC has a legal duty under the Public Access to Information Act 2010 to maintain and update, annually, an Information Statement. This will facilitate easy access to information by the public and increase accountability and transparency of the NSC, which will endeavor to proactively publish as much information as possible.

The purpose of this Information Statement is to outline the information held by the NSC, which will be readily available to the public under the PATI Act 2010. The information Statement is divided into several different categories to help the public access the information that they are seeking:

- Section A deals with the structure, organization and legislation of the NSC
- Section B describes the functions, powers and duties of the NSC and its obligations under the PATI Act 2010
- Section C covers the services and programs carried out by the NSC
- Section D outlines the records and documents held by the NSC
- Section E lists any administrative manuals used by the NSC
- Section F describes any other decision-making documents held by the NSC
- Section G provides the name and contact details of the Information Officer for the NSC
- Section H contains any other relevant information held by the Department
- Section I explains where copies of the Information Statement may be contained

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

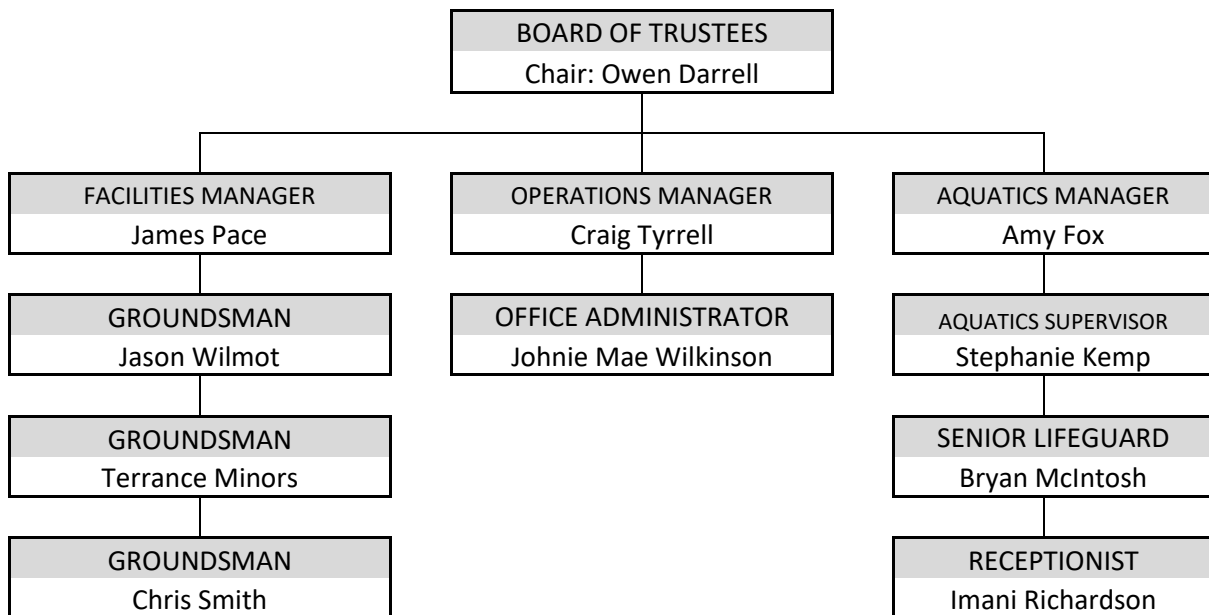
The Board of Trustees of the NSC consists of 7 volunteer members plus an ex-officio officer who represents the Ministry responsible for Sport.

Trustees

- Mr. Taijuan Talbot – Chair
- Mr. Leon Bascome – Deputy Chair
- Mr. Wayne Dill
- Mr. Jon Beard
- Mr. Grant Hopkins
- Mr. Mark Steede
- Mrs. Vanessa Turner

- Ms. Kimberly C. Bean, Director, Department Youth Sport & Recreation (ex-officio)

The NSC organizational Chart



The Principle Legislation that governs the NSC is:

- National Sports Centre Trustees Act 1988

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

The Board of Trustees of the National Sports Centre is responsible for the management, development and control of the land, buildings, and equipment situated at Prospect in Devonshire Parish known as the “National Sports Centre”. The land has been vested in the Board pursuant to the National Sports Centre Trustees Act, 1988.

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 Programs [s5(1)(c)]

Services:

The Board’s objectives are to provide a first class multi-purpose sport and recreation facility, and to:

- Provide facilities for recreation to promote health and wellness in Bermuda
- Provide first class internationally certified facilities for sport training and competition
- Provide a first class venue for entertainment

- Provide a National Centre for sports and entertainment for the community

This includes hosting international Track and Field Events such as the Carifta Games, the Island Games, the Pan-Am Hockey Championships, the ICC Americas Cup Finals and Concacaf Football events. In addition, the National Sports Centre has hosted various local events such as the FA Cup Finals, the Kappa Alpha Psi Football Tournament, the World Rugby Classic and various events of similar stature. The National Sports Centre has also hosted the Bermuda Music Festival, Summer Splash and Bermuda Heroes Weekend concerts.

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

- Accounts Payable
- Accounts Receivable
- Leases
- Contracts
- Facility rental agreements
- Payroll documentaries
- Budget
- NSC files
- NSC Correspondence
- Board of Trustees meeting Minutes
- Personnel files
- Architectural drawings of the evolving NSC site

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

- Employee Playbook
- Booking Policy and Procedure
- Track Etiquette Policy
- Financial Instructions

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

- National Sports Centre Trustees Act, 1988
- Booking Policy and Procedure
- Track Etiquette Policy
- Employee Playbook

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

Mr. Taijuan Talbot
Chairman of the Board of Trustees
Contact Number: (441) 295-8085
Email: taijuantalbot@hotmail.com

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

Section I: 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: 31 March, 2023

Locations of Information Statement:

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| • Department of Community and Cultural Affairs Office | NO |
| • The Bermuda National Library | NO |
| • The Bermuda Archives | NO |
| • Available electronically | YES |
| • Website for public authority – www.bermudanationalsportscentre.com | |
| • Have you published a notice in the Gazette indicating the places where the Information statement is available for the public? | NO |
| • With the Information Commissioner | YES |

Sign and Date:



31 March 2023