HEAD 98 INFORMATION COMMISSIONER'S OFFICE

CURRENT ACCOUNT ESTIMATES

MISSION STATEMENT

To uphold the right of all Bermudians and residents of Bermuda to access public records, to the greatest extent possible, within the provisions of the Public Access to Information (PATI) Act 2010.

DEPARTMENT OBJECTIVES

1. Encourage a cultural shift with the public and public authorities by embracing the principles of public access to information.
2. Foster the use of PATI rights through public awareness and education.
3. Assist public authorities to develop and follow best practices in meeting their obligations under the PATI Act, through guidance and oversight.
4. Conduct independent and impartial investigations and reviews in a fair and timely manner.
5. Engage stakeholders to strengthen and enhance public access to information rights and their protections in law.

HEAD 98 INFORMATION COMMISSIONER'S OFFICE

CURRENT ACCOUNT ESTIMATES

GENERAL SUMMARY

EXPENDITURE PROG BUSINESS UNIT	DESCRIPTION	2023/24 ACTUAL ($000)	2024/25 ORIGINAL ($000)	2024/25 REVISED ($000)	2025/26 ESTIMATE ($000)	DIFFERENCE 2024/25 vs 2025/26 ($000)	DIFFERENCE 2024/25 vs 2025/26 %
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
9801	**GENERAL**						
108000	ADMINISTRATION	1,063	1,100	1,107	1,157	57	5
108010	APPLICATIONS (APPEALS)	0	0	0	8	8	0
108020	COMPLIANCE/BEST PRACTICES	6	10	8	8	(2)	(20)
108030	PUBLIC AWARENESS	4	7	2	27	20	286
	TOTAL	**1,073**	**1,117**	**1,117**	**1,200**	**83**	**7**

SUBJECTIVE ANALYSIS OF CURRENT ACCOUNT ESTIMATES

EXPENDITURE OBJECT CODE	DESCRIPTION	2023/24 ACTUAL ($000)	2024/25 ORIGINAL ($000)	2024/25 REVISED ($000)	2025/26 ESTIMATE ($000)	DIFFERENCE 2024/25 vs 2025/26 ($000)	DIFFERENCE 2024/25 vs 2025/26 %
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	SALARIES	857	965	857	815	(150)	(16)
	WAGES	0	0	8	0	0	0
	OTHER PERSONNEL COSTS	0	0	11	0	0	0
	TRAINING	3	0	2	3	3	0
	TRAVEL	7	5	1	7	2	40
	COMMUNICATIONS	17	19	18	20	1	5
	ADVERTISING & PROMOTIONS	3	2	6	5	3	150
	PROFESSIONAL SERVICES	49	56	60	100	44	79
	RENTALS	91	8	95	147	139	1,738
	REPAIR AND MAINTENANCE	13	22	14	37	15	68
	ENERGY	9	9	10	11	2	22
	CLOTHING, UNIFORMS & LAUNDRY	0	0	1	0	0	0
	MATERIALS & SUPPLIES	7	9	8	20	11	122
	EQUIPMT. (MINOR CAPITAL)	17	15	19	26	11	73
	OTHER EXPENSES	0	7	7	9	2	29
	TOTAL	**1,073**	**1,117**	**1,117**	**1,200**	**83**	**7**

EMPLOYEE NUMBERS (FULL-TIME EQUIVALENTS)

BUSINESS UNIT	DESCRIPTION	2023/24 ACTUAL	2024/25 ORIGINAL	2024/25 REVISED	2025/26 ESTIMATE	DIFFERENCE 2024/25 vs 2025/26	%
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
108000	ADMINISTRATION	7	9	7	6	(3)	(33)
	TOTAL	**7**	**9**	**7**	**6**	**(3)**	**(33)**

HEAD 98 INFORMATION COMMISSIONER'S OFFICE - continued

Performance Measures

MEASURE/INDICATOR	ACTUAL OUTCOME 2023/24	ORIGINAL FORECAST 2024/25	REVISED FORECAST 2024/25	TARGET OUTCOME 2025/26
BUSINESS UNIT: 108000 ADMINISTRATION				
Publish and file with the Legislature the ICO's s.58(1) Annual Report by the statutory deadline	Met	Lay before Parliament by 31 March 2025	By 31 March 2025	By 31 March 2026
Complete targeted review of internal guides, procedures and policy manuals	Not met	31 March 2025	25% by 31 March 2025	100% by 31 March 2026
Host 3 volunteers, interns or work shadow candidates per year	Not met	1	1	1
Conduct internal education sessions on best practices, information rights principles or other professional development topics	Met	10	6	1 per quarter
Receive unqualified audit and publish Financial Statement	Not met	FY 2022-2023 and 2023-2024 tabled by 31 March 2025	FY2021/22 tabled July 2024; FY2022/23 & FY2023/24 by 31 March 2025	FY2024/25 by 31 December 2025
Document application of new skill, knowledge or other value obtained from conferences and training attended by Information Commissioner and staff	Met	100%	100%	Within 10 working days of attending
Comply with statutory timeframes in responding to PATI requests	Mostly met	100%	60%	100%
Submit s.58(3) annual return within deadline	Met	31 December 2024	On 31 December 2024	On 31 December 2025
BUSINESS UNIT: 108010 APPLICATIONS (APPEALS)				
Acknowledge receipt of applications for review within 5 working days	Mostly met	100%	85%	100%
Complete validation of applications for review within 3 weeks	Mostly met	80%	80%	100%
Complete and close valid applications within 8 months	Mostly met	50%	50%	75%
Publish Information Commissioner's decisions on ico.bm within 7 working days of being issued	Met	100%	100%	100%
Number of judicial review cases appealed against decisions by the Information Commissioner	None	10%	Discontinued	Discontinued
BUSINESS UNIT: 108020 COMPLIANCE/BEST PRACTICES				
Complete targeted review for compliance of Information Statements	Not met	20%	20%	100% by 31 March 2026
Complete targeted review of the ICO's guidances on the application of the PATI Act	Partly met	Complete by 31 March 2025	25% by 31 March 2025	100% by 31 March 2026
Organise and deliver quarterly best practice, leadership or good governance events for public authorities	Met	4	4	4

HEAD 98 INFORMATION COMMISSIONER'S OFFICE - continued

Performance Measures

MEASURE/INDICATOR	ACTUAL OUTCOME 2023/24	ORIGINAL FORECAST 2024/25	REVISED FORECAST 2024/25	TARGET OUTCOME 2025/26
BUSINESS UNIT: 108020 COMPLIANCE/BEST PRACTICES - cont.				
Respond to enquiries from public authorities on general questions about the PATI Act and its provisions within 3 working days	Mostly met	100% of enquiries	95%	100%
Provide timely official comment, consultation and stakeholder engagement on draft legislation, statutory provisions and practice codes which impact the PATI Act or the right to access public records, on request	Met	Ongoing	100%	80%
Propose beneficial legislative amendments to strengthen the PATI Act and Regulations	Met	Ongoing	Discontinued	Discontinued
BUSINESS UNIT: 108030 PUBLIC AWARENESS				
Facilitate or collaborate on public engagements on information rights (outside of Right to Know Day activities)	New	New	New	4
Conduct general public education sessions on usign the PATI Act (outside of Right to Know Day activities)	Met	1	Discontinued	Discontinued
Conduct targeted education sessions to interest groups	Met	3	Discontinued	Discontinued
Collaborate with local charities/advocacy organisations to co-sponsor public awareness event on information rights	Not met	2	Discontinued	Discontinued
Receive feedback from education sessions rated good or excellent	Mostly met	90%	Discontinued	Discontinued
Receive feedback responses from public interactions	New	New	New	50
Facilitate public educational events to commemorate Right to Know Day on 28 September	Met	1	1	2
Conduct targeted public relations engagements to commemorate Right to Know Day on 28 September	Met	2	3	4
Post on social media regularly	New	New	New	Post twice a week
Upload new content on ico.bm regularly	New	New	New	Upload once a week
Translate the ICO's public guides and flyers into Portuguese	Not met	1	1	Offer language on website
Respond to enquiries from the public on questions concerning the PATI Act and their rights within 3 working days	Mostly met	100% of enquiries	85%	100%
Social media ad campaigns outreach	107,277 post/ page reaches	100,000 post/ page reaches	Discontinued	Discontinued
Social media ad post engagements	7,342 engagements	6,000 engagements	Discontinued	Discontinued
Number of sessions on ICO website	12,955 sessions	10,000	Discontinued	Discontinued
Average duration of sessions on ICO website	2:52 minutes	3:00 minutes	Discontinued	Discontinued

CAPITAL ACQUISITIONS

BUSINESS UNIT	DEPARTMENT/PROJECT/NOTE		ACTUAL 2023/24 ($000)	ORIGINAL ESTIMATE 2024/25 ($000)	REVISED ESTIMATE 2024/25 ($000)	ESTIMATE 2025/26 ($000)
(1)	(2)		(3)	(4)	(5)	(6)
NON-MINISTRY DEPARTMENTS						
OFFICE OF THE AUDITOR						
76605	COMPUTER EQUIPMENT	M	27	25	25	21
			27	**25**	**25**	**21**
PARLIAMENTARY REGISTRAR						
76844	COMPUTER EQUIPMENT	N	0	0	0	17
			0	**0**	**0**	**17**
INFORMATION COMMISSIONER'S OFFICE						
76874	COMPUTER SOFTWARE	U	(1)	10	10	10
76875	COMPUTER HARDWARE	M	5	0	0	0
			4	**10**	**10**	**10**
PRIVACY COMMISSIONER'S OFFICE						
76883	COMPUTER EQUIPMENT	N	0	18	0	18
			0	**18**	**0**	**18**
			31	**53**	**35**	**66**
CABINET OFFICE & DIGITAL INNOVATION						
CABINET OFFICE						
76553	OFFICE FURNITURE & EQMT.	R	0	0	0	20
76578	COOPERATIVE FOOD SUPPLY	N	0	0	0	500
			0	**0**	**0**	**520**
POST OFFICE						
76013	CYCLES	R	15	0	0	17
76663	COMPUTER EQUIPMENT	M	5	15	11	0
			20	**15**	**11**	**17**
LIBRARIES & ARCHIVES						
76343	SHELVING	R	0	64	67	0
76535	COMPUTER EQUIPMENT		0	0	0	5
76812	SECURITY SYSTEM	M	25	0	0	0
76899	FIRE ALARM SYSTEM	R	0	65	42	0
			25	**129**	**109**	**5**
INFORMATION & DIGITAL TECHNOLOGIES						
76074	INFRASTRUCTURE COMPUTER	M	275	500	500	400
76075	DEVELOPMENT PROJECTS	N	677	690	690	400
76169	NETWORK UPGRADE	U	567	1,000	1,000	2,500
76172	ISERIES SYSTEMS/SERVERS	R	204	555	555	295
76463	WINTEL SYSTEMS/SERVERS	M	326	1,601	1,601	950
76591	GOV'T PORTAL/WEBSITE	U	413	400	400	505
76639	E-GOVERNMENT INITIATIVES	N	468	600	600	545
76866	IT SECURITY	N	465	500	500	930
			3,395	**5,846**	**5,846**	**6,525**