

# GOVERNMENT OF BERMUDA MINISTRY OF TOURISM AND TRANSPORT

## **PATI Information Statement**

Name of Public Authority: Trucks Advisory Committee

#### Introduction:

The Trucks Advisory Committee has an information statement to provide the public with the right to obtain access to information, to increase transparency, and to inform the public about the activities of the Committee, including the manner in which decisions are made.

### This statement comprises:

- 1. the organizational structure of the Trucks Advisory Committee;
- 2. the function of the Trucks Advisory Committee;
- 3. the functions, powers, duties and obligations;
- 4. a summary of services provided;
- 5. records and documents held;
- 6. an account of the policies, rules and guidelines used for decision-making; and
- 7. contact information for anyone wishing to access information from the Committee.

Under the Act, Bermudians and Bermuda residents have the right to request and have access to any record held by a public authority, other than an exempt record. Some records fall within Part 4 of the Act, such as information received in confidence pursuant to Section 26 and information related to the deliberative process pursuant to Section 29. Therefore, not all records can be accessed.

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

#### Mr. Timothy James - Chairman

Mr. Paul Martins

Mr. Scott Johnson

Mr. Shawn Simons

Mr. George E. Morton

Mr. Jason Smith

Mr. Paul Wilmot

Ms. Steven Moniz

Ms. Delores Johnson

Ex officio - Department of Planning Enforcement Officer

#### Legislation:

The Public Service Vehicles Licensing Board is a Board established under section 28 of the Motor Car Act 1951.

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

The Trucks Advisory Committee provides advice to the Minister of Tourism and Transport on matters pertaining to the commercial vehicles (application, legislation, etc.).

# 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]

The Committee reviews commercial vehicle applications that are referred by the Transport Control Department and provides advice to the Minister of Tourism and Transport.

The Committee reviews proposed legislation pertaining to commercial vehicles and provides advice to the Minister of Tourism and Transport.

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

Summary of recommendations to the Minister of Tourism and Transport.

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

The Committee regulates its own procedures under the direction of the Minister of Tourism and Transport.

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

The Committee functions in an advisory capacity.

The Committee has no decision making power.

The Committee takes into consideration guidance from the Minister, the Transport Control Department and the provisions of section 40 of the Motor Car Act (1951) when deliberating and making recommendations to the Minister.

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

Contact Information: All requests for information should be sent to:

Chairman

Trucks Advisory Committee

C/o Transport Control Department

**II North Street** 

Hamilton HM17

Bermuda

Tel: 441-292-1271

Email: Idurrant@gov.bm

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

Request for information are facilitated by the Transport Control Department's PATI Officer on behalf of the Trucks Advisory Committee.

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

The Trucks Advisory Committee has standing meeting on the first Wednesday of month at the Transport Control Department. Additional meetings are scheduled from time to time to meet demand. Fees are paid to members of the Board in accordance with the Government Authorities (Fees Act 1971).

#### 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: 28 December 2018

#### Locations of Information Statement:

•	Principal	office:	Transport	Control	Department,	$\prod$	North	Street,	Hamilton	HM I	7,
В	ermuda										Υ

The Bermuda National Library;

Y

• The Bermuda Archives;

Υ

Available electronically,

Υ

• Website for public authority:

N/A

 Have you published a notice in the Gazette indicating the places where the information statement is available for the public?

• With the Information Commissioner.

Υ

Sign and Date:

Thenex 13/10/2020