



**BERMUDA GOVERNMENT**  
**MINISTRY OF PUBLIC WORKS**

**PATI Information Statement**

**Name of Public Authority:** The West End Development Corporation (WEDCO)

**Introduction:**

The purpose of the Public Access to Information Act 2010 (PATI), the reason WEDCO has an information statement, purposes and aims:

- 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
- increase transparency, and eliminate unnecessary secrecy, with regard to information held by public authorities
- increase the accountability of public authorities;
- inform the public about the activities of public authorities, including the manner in which they make decisions have more information placed in the public domain as a matter of routine.

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

## Board of Directors

The Board of Directors consists of a maximum of eleven members, eight of whom are appointed by the Minister, together with three Ex-Officio members, being the Director of Planning, the Financial Secretary, and the Chief Engineer, Department of Works, or their alternates.

The current Board members were appointed by the Minister on November 7, 2017:

- Charlton Dill, Chairman of the Board
- Dennis Lister III, Deputy Chairman of the Board
- Edgar Dill
- Sandra Ferguson
- Kyle James
- Darwin Symonds
- Elena Strong

The Board shall meet no less than eight times during any fiscal year. These meetings generally take place the fourth Wednesday of the month. Meetings of the Board require a quorum of five directors, at least three of whom must be appointed directors.

**General Manager** Andrew Dias  
HR Generalist Aqueelah Somner

**Financial Controller** Kent Bascome  
Assistant Financial Controller Latanya Carmichael  
Accounts Receivable Shirley Ible  
Accounts Payable Carmelita Robinson-Cann  
Receptionist Ervelle Ingham

**Facilities Manager** Carmen Tucker  
Assistant Facilities Manager- Internal Ernest Trott  
Assistant Facilities Manager- External James Pace  
Facilities Administrative Assistant Gizell Lightbourne

Skilled Gardeners (6)  
Custodians (3)  
Maintenance Technicians (7)

**Business Development Manager** Joanna Cranfield  
Property Manager Maria Bento  
Marketing & Events Manager Stephanie Rodill

## **Legislation**

WEST END DEVELOPMENT CORPORATION ACT 1982

WEST END DEVELOPMENT CORPORATION (CASEMATE BARRACK AND LAND FRONT) DESIGNATION ORDER 2006

THE WEST END DEVELOPMENT CORPORATION AMENDMENT ACT 2010

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

The West End Development Corporation is a statutory corporation formed under The West End Development Act, 1982 which commenced operations under The West End Development Plan 1984.

WEDCO is a quasi-autonomous non-government organization (QUANGO), charged with the development, management and operation of the lands in the west end formerly leased to the Royal Navy. These lands comprise approximately 214 acres, beginning at Watford Bridge and ending at Commissioner's Point and were vested in WEDCO under the Act in perpetuity.

The general function of the Corporation under the Act is to manage and develop all designated land in the scheduled area with a view to the progressive improvement of the social and economic conditions obtaining there. It provides the Corporation the powers to do, in Bermuda and elsewhere, all things necessary or convenient to be done in or in connection with the performance of its general function. The Minister has, in consultation with the Corporation, the power to give the Corporation directions of a general nature as to the exercise and performance of its functions. The Corporation shall not make any substantial changes in the manner in which the Corporation conducts its activities without the consent of the Minister.

The Minister appoints a Board of Directors who is responsible for devising and executing the policies of the Corporation and to administer and manage its affairs and business.

WEDCO will facilitate commerce while preserving history and developing our vested lands sustainably.

As defined by our Act, the Corporation shall not be regarded as the servant or agent of the Crown, or as enjoying any status, privilege or immunity of the Crown; and its property shall not be regarded as property of, or property held on behalf of, the Crown. The Corporation is required to pay all taxes, duties and other charges except those where it is exempt under the Act

### **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]

When WEDCO took over responsibility for the vested property, the vast majority of the facilities were structurally unsound, in a very poor state of repair, or not suitable for commercial use. There were no roads to speak of, the fresh water system was inadequate, and the sewage system, where it existed, was archaic and most was discharged overboard. In order to support any potential future development, WEDCO had to invest heavily in building a modern and functional infrastructure capable of accommodating the development plan before it could move forward. And now operates and manages the entire infrastructure at Dockyard.

Due to the historical nature of the buildings within the Dockyard, it has evolved into a destination within the Island that is founded on a mixed-use commercial and residential mix that includes retail, restaurants, attractions and activities that cater to both visitors and locals. The dual cruise ship berths have turned it into the most visited attraction in Bermuda.

The Corporation's development strategy seeks to partner with developers using innovative and creative funding methods that generate revenues with minimum investment by WEDCO. With the exception of major infrastructure development that is in the national interest, such as the Heritage Wharf Complex, the Corporation has been self-sustaining since 1999.

**Services:**

- Residential Housing
- Retail Business
- Commercial Business
- Waste Water Treatment Facilities
- Reverse Osmosis water production
- Water Sports and tour boat docking facilities
- Residential and private recreational boat marina
- Entertainment and Event Venues
- Commercial Ship Docking
- Public Transportation Depot
- WIFI services
- Public Docking facilities

**Capital Projects Completed:**

- State of the art Water Reclamation Facility to replace original treatment plant
- Dual cruise ship berths and terminal buildings with transportation hub
- Major work to reinforce the North Arm as it underpins both cruise ship berths
- Conversion of Clocktower and other major historic buildings into productive reuse in retail, residential and cultural attractions
- Installation of two (2) 150,000 gpd Reverse Osmosis Plants Installation of site and street lighting throughout Dockyard
- Development of roads, sidewalks and parking lots
- Cut Bridge additional lane and Main Gate widening
- Major landscaping throughout Dockyard to replace asphalt/concrete from the previous era
- Development of the Snorkel Park beach and restaurant facility
- Victoria Place Housing Project

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

### Accessible Records:

The West End Development Corporation Act 1982	<a href="http://www.bermudalaws.bm">www.bermudalaws.bm</a>
The West End Development Corporation Amendment Act 2006	<a href="http://www.bermudalaws.bm">www.bermudalaws.bm</a>
The West End Development Corporation Amendment Act 2010	<a href="http://www.bermudalaws.bm">www.bermudalaws.bm</a>
Register of Directors and Officers - Contact Info	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Company Organization/Staff – Contact Information	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Development Strategy	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Development Plan	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Capital and Operating Budget	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Current/Ongoing Projects	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Future/Proposed Projects	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Current Tenders	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
DRAFT Lease Agreements	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Rental Rates in Dockyard (building, yard, service charges)	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Space available in Dockyard	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Maps, Plans	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Current Reports on Infrastructure	<a href="http://www.thewestend.bm">www.thewestend.bm</a>
Public Notices	<a href="http://www.thewestend.bm">www.thewestend.bm</a>

### Exempt Records:

- Human Resource Files
- Contact Information of staff members, including addresses and personal contact information
- Tenant specific leases and rate
- Tenant Specific Contracts or Memoranda of Understanding
- Contracts between WEDCO and its Vendors, Customers or Contractors

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

### Employee Manuals and Guidelines:

- The Employee Handbook
- Safety & Health Committee
- Employee Assistance Plan
- Health & Pension Provider Services
- Job Descriptions
- Job Application
- Performance Appraisals

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

**Company Policies and Guidelines:**

- Purchasing Policy
- Tendering Policy
- Financial Instructions
- IT policy
- Credit Card Use Policy
- Leasing Policy

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

Kent Bascome  
[kbascome@wedco.bm](mailto:kbascome@wedco.bm)  
441-239-0526

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

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

**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:** November 7, 2017

**Locations of Information Statement:**

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

- Your principal office: (Clocktower Center, Clocktower Parade, Dockyard) Yes
- The Bermuda National Library; Yes
- The Bermuda Archives; Yes
- Available electronically, Yes
- Website for public authority (www.thewestend.bm). Yes
- 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:***

**Kent Bascome**  
Information Officer

*November 7, 2017*