

MEMORANDUM OF UNDERSTANDING

BETWEEN



**An
Phríomh-Oifig
Staidrimh**

Central
Statistics
Office

AND



Property Services Regulatory Authority

September 2019

Property Services Regulatory Authority (PSRA) Mandate and Mission

The Property Services Regulatory Authority's (PSRA) mission is to licence and regulate the Property Services Providers i.e. Auctioneers, Estate Agents, Letting Agents and Management Agents. The PSRA work to protect the interests of the public by ensuring that high standards are maintained in the delivery of property services.

The PSRA fulfils this mission through licensing and regulating Property Services Providers. The PSRA is also responsible for three Public Registers namely the Property Price Register, the Commercial Leases Register and the Register of Licensees.

Central Statistics Office (CSO) Mandate and Mission

The CSO's mandate, as set out in the Statistics Act 1993 is:
"the collection, compilation, extraction and dissemination for statistical purposes of information relating to economic, social and general activities and conditions in the State"

The CSO is also responsible for co-ordinating official statistics of other public authorities and for developing the statistical potential of administrative records.

CONTEXT

The CSO met with the PSRA on 3 May 2019 to discuss the potential for compiling statistical information using data from the Commercial Leases Database and Register ("Register"). This meeting was conducted in accordance with Section 31 of the Statistics Act, 1993, pertaining to public authorities' consultation and co-operation with CSO in relation to statistical matters. On 22 May 2019, the CSO formally requested that the PSRA provide Register data to the CSO in accordance with Section 30 of the Statistics Act, 1993. As part of this request, the CSO completed a Data Necessity and Proportionality Assessment. On 18 June 2019, the PSRA agreed to the request subject to a Memorandum of Understanding (MoU) being in place to govern the relationship between both organisations. This document fulfils that requirement.

AGREEMENT

General

1. PSRA shall provide Register data to the CSO for statistical purposes in accordance with Section 30 of the Statistics Act, 1993¹. The data will be provided on a monthly frequency.
2. The CSO shall use the Register data provided by PSRA for statistical purposes only, in accordance with the Statistics Act, 1993 and EU statistical law.

¹ <http://www.irishstatutebook.ie/eli/1993/act/21/enacted/en/html>

3. The CSO shall ensure that all linking of Register data with other data sources, both CSO and non-CSO, will be carried out in accordance with the CSO Data Protocol².
4. As part of its mandate, the CSO serves the specialist needs of the research and academic community for detailed and focused data. Research Microdata Files (RMFs) are the means through which the CSO grants access to anonymised microdata. RMFs are made available to persons authorised to access such files under the Statistics Act, 1993 subject to strict criteria³.
5. In certain circumstances, requests for access to PSRA-sourced data through the RMF process may be made to the CSO. The CSO will consult with the PSRA at the time of such requests. PSRA will also be consulted for their views on the outputs produced in advance of publication.
6. Should PSRA propose to make significant changes to any system for the storage and retrieval of information that could affect the CSO's ability to carry out its mandate it shall consult with the CSO as early as possible.

Data Protection

7. The CSO and PSRA shall maintain the appropriate infrastructure to ensure the secure transfer of data between the two organisations. In particular, data will first be encrypted, then loaded to a password-protected Secure File Transfer Protocol (SFTP) server maintained by the CSO.
8. The CSO undertakes that all data received from PSRA shall be treated as strictly confidential and shall be used for statistical purposes only, in accordance with national and EU statistical law, and also in conformity with the relevant data protection legislation. In particular, treatment of data shall be subject to the CSO's Code of Practice on Statistical Confidentiality⁴.
9. The CSO shall maintain the appropriate infrastructure to ensure the secure storage of, and controlled access to, data.

Statistical quality

10. Register data shall be accompanied by the relevant metadata, where available.

PSRA requirements

11. The CSO acknowledges that PSRA has statistical requirements, and agrees, where feasible and in line with the Statistics Act, 1993, to try to meet these requirements by providing statistical analyses of the Register data.

² <https://www.cso.ie/en/aboutus/lgdp/csodatapolicies/csodataprotocol/>

³ <https://www.cso.ie/en/aboutus/lgdp/csodatapolicies/dataforresearchers/>

⁴ <https://www.cso.ie/en/aboutus/lgdp/csodatapolicies/statisticalconfidentiality/codeofpractice/>

Liaison Officer

12. The CSO and PSRA will each appoint a Liaison Officer to act as the main point of contact with the other organisation.

Change Management

13. Any changes to the MoU shall be effected only with the mutual agreement of PSRA and the CSO. This MoU will continue in force until it is terminated by either party by giving to the other not less than six months prior notice in writing.

Communication

14. The approval of this MoU and its content and procedures shall be communicated by the CSO and PSRA; such communication shall include publication on the respective websites.

Signatures:

Signed:



Signed:



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Date:

17/9/19

Date:

12/9/19