Memorandum of Understanding

between

the Central Statistics Office and the Department of Children, Equality, Disability, Integration and Youth

in relation to

the Teaching and Learning International Starting Strong Survey (TALIS Starting Strong) 2024

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This Memorandum of Understanding is made on the 21st day of April 2023 between the

Central Statistics Office (CSO), Skehard Road, Cork, T12 X00E

and

Department of Children, Equality, Disability, Integration and Youth (DCEDIY),

Block 1, Miesian Plaza, 50-58 Lower Baggot Street, Dublin 2, Dublin, D02 XWI4

List of abbreviations

ADC	Administrative Data Centre
CSO	Central Statistics Office
DCEDIY	Department of Children, Equality, Disability, Integration and Youth
ECEC	Early Childhood Education and Care
IEA	International Association for the Evaluation of Educational Achievement
ISCED	International Standard Classification of Education
JLG	Joint Liaison Group
MoU	Memorandum of Understanding
NPM	National Project Manager
NPO	National Project Office
OECD	Organisation for Economic Cooperation and Development
PISA	Programme for International Student Assessment
TALIS	Teaching and Learning International Survey
TALIS SS	Teaching and Learning International Survey Starting Strong

Definitions of Terms

list definitions of terms used in the MOU

Establishment of the Parties

The Central Statistics Office was established in 1949 and became a statutory body in 1994, under the Statistics Act, 1993.

The Department of Children, Equality, Disability, Integration and Youth (DCEDIY) is a Department of the Government of Ireland.

The Role of the Parties

The functions of the Central Statistics Office are set out in the Statistics Act, 1993. In particular, Section 10 states that the functions of the Office are the collection, compilation, extraction and dissemination for statistical purposes of information relating to economic, social and general activities and conditions in the State. The Office has the authority to co-ordinate official statistics compiled by public authorities to ensure, in particular, adherence to statistical standards and the use of appropriate classifications and has the authority to assess the statistical potential of the records maintained by public authorities and to ensure that the potential is realised. Furthermore, the CSO has legal obligations regarding the development, production and dissemination of European statistics under Regulation (EC) No. 223/2009 of 11 March 2009.

The Department of Children, Equality, Disability, Integration and Youth (DCEDIY) deals with policy and service developments relating to a number of very important groups in society. It seeks to co-ordinate and develop key actions across Government relating to children and young people. It also works on issues relating to some of our most vulnerable groups including children at risk, children in care of the State, and other vulnerable, minority and disadvantaged groups. It emphasises inclusivity and support in the area of equality. It is responsible for international protection accommodation for those seeking asylum in Ireland and, in the near future, it will take on responsibility for disability services that are currently under the remit of the Department of Health. The Department also deals with a range of important legacy issues from Ireland's past. Finally, it deals with a range of issues that are universal to society, including early learning and care for children, prevention and early intervention services and support and advice for parents.

Context and background

Section 11(1) of the Statistics Act, 1993 states that "*11.—(1) The Office may make arrangements with other public authorities and persons for the collection, compilation, extraction or dissemination of information for statistical purposes*." This MoU constitutes an arrangement between the CSO and the DCEDIY under Section 11(1) of the Act for the conduct of the TALIS Starting Strong Survey in 2024.

TALIS is an OECD survey of teaching staff and managers in school settings. It has taken place 5-yearly since 2008 and is now moving to a 6-year cycle to align with PISA. It is managed for the OECD by an international consortium co-ordinated by the International Association for the Evaluation of Educational Achievement (IEA). TALIS consists of a number of modules:

- the ISCED Level 2 core survey;
- ISCED Level 1 and ISCED Level 3 optional modules;
- the TALIS Starting Strong Survey optional modules for ISCED Level 02 and ISCED Level 01; and
- the Teacher Knowledge Survey optional module.

In 2024, Ireland will participate in selected TALIS modules for the first time, specifically in the Starting Strong Survey, which focuses on Early Learning and Care (ELC) settings. TALIS Starting Strong involves surveying staff and leaders in ELC settings on their qualifications, training and professional practice. A field trial will take place in Q1 2023 with the full field operation scheduled for Q1 2024.

The CSO will act as National Project Office (NPO) and appoint a National Project Manager (NPM) for TALIS Starting Strong.

The DCEDIY will act as the Sponsoring Department for TALIS Starting Strong.

Purpose of the Memorandum of Understanding

The purpose of this MoU is to clarify the roles and responsibilities of, as well as the areas of cooperation between CSO and DCEDIY with regard to the operation of TALIS Starting Strong in Ireland.

This agreement is a MoU and is not intended to create binding or legal obligations on either Party. The MoU is entered into on the understanding that it is subordinate to the relevant legislation governing each Party.

This MoU also sets out a shared understanding of the parties in relation to data protection issues that may arise and roles relating to the compilation, transfer and use of this data. The processing of personal data of data subjects is governed by the Statistics Act, 1993 and the Data Protection Acts 1988-2018 and the General Data Protection Regulation.

Responsibilities of each Party

Role of the CSO

The CSO will undertake all functions of the National Project Office (NPO) and appoint a National Project Manager (NPM) as outlined the OECD specifications, including:

- establishing an overall preparation and administration schedule in co-operation with the International Consortium (ISC);
- attending NPM meetings in order to become familiar with all instruments, materials and survey procedures;
- providing the consortium with an up-to-date national sampling frame of ISCED level 02 centres and, where applicable, U3 centres;
- discussing national design options, such as oversampling, with the IEA's sampling expert;
- carrying out quality control and plausibility checks of staff lists and samples;
- appointing experienced translator(s) to produce the national versions of the international instruments;
- documenting required national adaptations of the instruments on national adaptation forms (NAFs);

- preparing for paper and/or online data collection and carrying out fieldwork;
- identifying and training centre co-ordinators;
- appointing and training national quality observers (NQOs);
- nominating possible international quality observers (IQOs) and supporting their work;
- monitoring the return status of all questionnaires and projected response rates;
- manually entering responses on the paper-administered questionnaires into the international database and performing consistency checks;
- submitting data and documentation to the consortium and responding to data queries during data processing and analysis;
- reviewing draft outputs, quality checking and providing feedback as required; and
- completing a survey activities questionnaire after survey administration.

Role of the DCEDIY

The DCEDIY will under the functions of the Sponsoring Department, be responsible for:

- overseeing all elements of implementation, through regular meetings and communication with the NPO, NPM and team;
- attending relevant meetings, including TALIS Governing Board meetings in order to provide up-to-date inputs on progress and capture any learning arising;
- agreeing national design framework with the NPO and NPM;
- supporting the NPO and NPM with sampling and fieldwork, in particular through the provision of access to registers to form a basis of a sampling frame; and
- supporting the NPO and NPM with additional appointments as implementation progresses.

Legal background

Data collection and processing carried out by the CSO as well as any data transfer from DCEDIY shall be done in accordance with the Statistics Act, 1993, the Data Protection Acts 1988-2018, the General Data Protection Regulation, EU law and in accordance with the CSO's Code of Practice, in particular its protocol on data matching where one or more datasets originate from outside of the CSO.

It is recognised by the Parties, the OECD and the international consortium that NPMs operate under the provisions of the relevant national country legislation (for the CSO, this is the Statistics Act 1993).

The transfer and processing of the data is covered by, inter alia, the following provisions:

- Section 13 of the Statistics Act, 1993, concerning the statistical independence of the Director General of the CSO;
- Sections 30 and 31 of the Statistics Act, 1993 concerning the use of the records of public authorities for statistical purposes;
- Sections 32 and 33 of the Statistics Act, 1993, concerning the protection of information;
- Section 24(2) of the Statistics Act, 1993 (as amended by Section 178 of the Data Protection Act), concerning the provision of information to the CSO;
- Article 6(1)(e) of the General Data Protection Regulation;
- Article 9(2)(j) of the General Data Protection Regulation;
- Article 89 of the General Data Protection Regulation;
- Section 42 of the Data Protection Act 2018; and
- Section 54(c) of the Data Protection Act 2018.

Data transfer, security and data storage

Data will be retained, securely stored and processed by the CSO in accordance with CSO and ADC Data Policies.

DCEDIY will facilitate timely access to the Tusla register of ELC settings to generate a sampling frame for the field trial and the main study.

In accordance with CSO policies on the control of data, the CSO will not copy this data onto removable media (including laptop computers) unless appropriate security provisions are in place (i.e., encryption and password access) and there is an agreed business need to do so, in which case the CSO will inform DCEDIY of such need via the Joint Liaison Group (JLG) (see overleaf for further details).

In line with TALIS requirements, the CSO will provide a sampling frame based on the data provided by DCEDIY, appropriately pseudonymised, to the IEA for the purpose of selection of primary sampling units.

When data is transferred to or collected by the CSO, the CSO is the data controller. It follows then that it is the responsibility of the CSO to report any data breaches relating to the data, once it is in their possession.

In the event of a breach relating to data, the CSO will inform the Data Protection Officer of DCEDIY and also inform DCEDIY of the breach through the JLG. This notification will be made within 24 hours of the CSO becoming aware of the breach. In addition, the CSO will refer to their on data breach procedures and may report the breach to the Data Protection Commission as appropriate. DCEDIY will be advised of any such reporting. DCEDIY will not be held responsible for any loss, damage or injury caused as a result of such a breach.

In the event of a breach relating to data, the CSO will inform the DCEDIY through the JLG, in advance, of any decision to issue a public statement in relation to the breach. Similarly, the DCEDIY will inform the CSO through the JLG, in advance, of any decision to issue a public statement in relation to the breach.

DCEDIY will not provide additional data or operational support in respect of the notification of data subjects in the event of a breach relating to CSO data.

Publication procedures

It is recognised that the OECD will publish an international report and countries publish their national reports at the same time or sometime after the international report.

The CSO will draft the national statistical report in line with section 13(b) and 13(c) of the Statistics Act (1993). The CSO will be solely responsible for drafting and publishing the finalised national statistical report in line with the CSO pre-release policy.

Prior to the publication date, the national statistical report is confidential and as such, is subject to strict CSO data governance policies on confidentiality. Access to the national statistical report prior to the published release date will be in accordance with CSO pre-release policy and will be enacted, if or when, the need arises. The CSO reserves the right to comment publicly if confidential information, in aggregate form or otherwise, is released prior to the publication date.

Access to anonymised data, micro data research files and protocols for release of data will be undertaken under the Statistics Act and will conform to the highest statistical standards as well as be consistent with the Data Protection Acts and/or General Data Protection Regulation (GDPR). Access will be strictly limited. Agreements entered into with the OECD and the international consortium for access to micro data will be negotiated between the CSO and the relevant authorities. International micro data research files released through the OECD will need to be consistent with national legislation.

Joint Liaison Group

A CSO and DCEDIY Joint Liaison Group (JLG) will be convened, in accordance with the CSO's standard Data Governance Framework. The JLG will monitor the operation of the survey and support the promotion of the survey with the ELC sector in Ireland. The JLG will also oversee any data sharing as agreed between the parties and summarised in this MoU.

The Terms of Reference (ToR) for the JLG will be agreed between the CSO and the DCEDIY and. The ToR will cover, amongst other things, membership of the JLG, frequency of meetings and scope of the JLG. Changes to the ToR must be jointly agreed by both parties.

Funding

The CSO requires funding from the DCEDIY in order to complete the work required to implement TALIS Starting Strong in Ireland. The DCEDIY is committed to funding Ireland's full participation in TALIS Starting Strong.

Cost estimates for the operation of TALIS are as shown in the Appendix.

DCEDIY will pay invoiced funds to a CSO suspense account. As part of the reporting requirements, the CSO will certify to the DCEDIY the actual expenditure incurred.

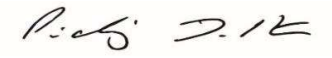
Duration and Review of the Memorandum of Understanding

This MoU will be published on the CSO website (www.cso.ie) and the DCEDIY website (www.equality.gov.ie).

This MoU will remain in force until a new one is entered into or either the CSO or the DCEDIY revoke it. Depending on events, this MoU may be amended, subject to the mutual agreement of the CSO and the DCEDIY.

This MoU will be reviewed biennially by the both the CSO and the DCEDIY. Any changes to the MoU shall only be made with the mutual agreement of the CSO and DCEDIY.

Signed



Central Statistics Office

Pádraig Dalton

Director General

Date: 21 April 2023

Signed

DCEDIY

Kevin McCarthy

Secretary General

Date:

Appendix: Cost Estimates 2022-2025

TALIS Total Costs 2022 - 2025

Item	***2022***	**2023**	**2024**	**2025**	**Total**
	Actual			**Estimate**	
Pay	*57,605*	177,313	177,313	146,220	558,451
Non-pay	*12,895*	11,514	47,000	11,000	82,409
Total	***70,500***	**188,827**	**224,313**	**157,220**	**640,860**

TALIS Pay Costs 2022 - 2025

	2022	**2023**	**2024**	**2025**	**Total**
Item	**Actual**		**Estimate**		
National Project Office	*53,428*	70,924	70,924	70,924	266,200
Data collection and processing		94,113	94,113	63,020	251,247
Corporate/Senior Management	*4,177*	12,276	12,276	12,276	41,004
Total	***57,605***	**177,313**	**177,313**	**146,220**	**558,451**

TALIS Non-Pay Costs 2022 - 2025

	2022	**2023**	**2024**	**2025**	**Total**
Item	***Actual***		**Estimate**		
T&S	1,395	8,000	8,000	8,000	25,395
Printing and postage	5,500	-	33,000	-	38,500
Translation costs (inc. IEA)	6,000	3,514	6,000	3,000	18,514
Total	**12,895**	**11,514**	**47,000**	**11,000**	**82,409**