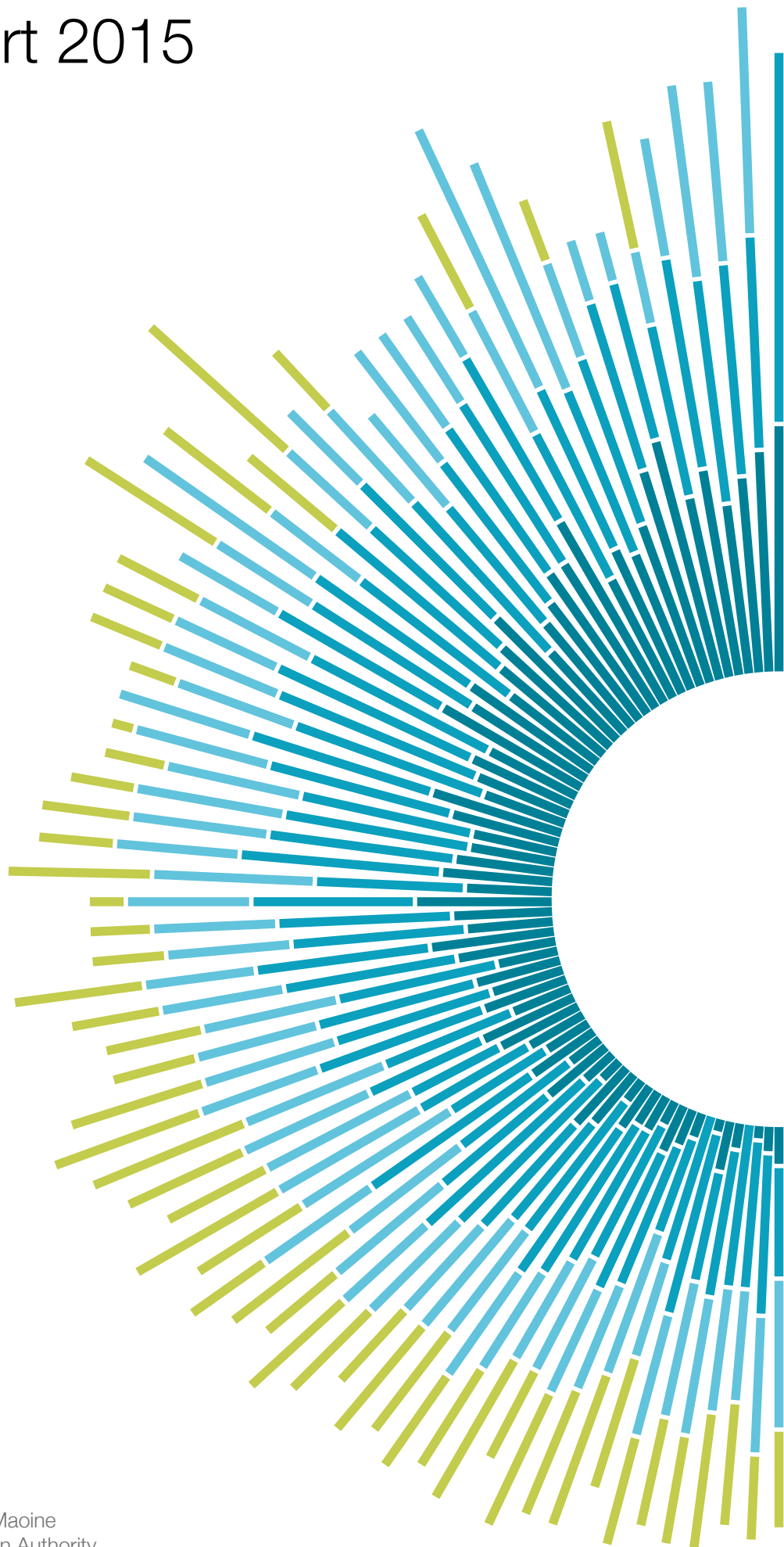


Annual Report 2015



An tÚdarás Clárúcháin Maoine
The Property Registration Authority

An abstract graphic consisting of numerous thin, parallel lines radiating from a dark grey circular area at the top left. The lines are primarily blue, with some yellow lines interspersed, particularly towards the bottom right. The lines vary in length and angle, creating a sense of movement and expansion.

Mission

The Authority's mission is to safeguard property rights and facilitate property transactions by maintaining and extending a comprehensive system of registration of title in Ireland and promoting its use.



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The Role of the Property Registration Authority

The Property Registration Authority (PRA) was established on 4th November 2006. The key contributions of the PRA to the Irish economy are to provide a register of title to land and to guarantee security for those dealing with property.

We have now reached a position where over 93% of the total land mass, comprising almost 88% of the titles in Ireland, is registered in the Land Registry. The system of recording deeds, in respect of the remaining titles, operated by the Registry of Deeds, while still functioning effectively and efficiently, is gradually reducing and will, ultimately, be of interest primarily to historians and genealogists.

Security of title is the cornerstone of the services which the PRA provides and the systems of "Title Registration" and the "Register of Deeds", as described above, collectively provide a comprehensive record of property transactions.

Following the enactment of the Registration of Deeds and Title Act 2006, both systems are under the control of the Property Registration Authority. The Authority has as a strategic goal the completion of the register leading to a single system of title registration supportive of Government policies on land administration, including electronic registration, electronic conveyancing and the emerging Irish Spatial Data Infrastructure.

The principal functions of the PRA are to:

1. Provide and maintain a system of registration of Titles and Deeds in accordance with the relevant legislation
2. Promote and extend the registration of ownership to land
3. Deal with applications under Part 3 of the Landlord and Tenant (Ground Rents) (No. 2) Act, 1978
4. Keep the Minister for Justice and Equality informed of progress in relation to the registration of ownership to land and to assist him or her in the development of policy in relation to such registration
5. Provide reliable and comprehensive information and certification services
6. Maintain financial viability.



Mission and Values

Mission

The Authority's mission is to safeguard property rights and facilitate property transactions by maintaining and extending a comprehensive system of registration of title in Ireland and promoting its use.

Values

Service to customers

The Authority is committed to providing its customers with an excellent service which is readily accessible through a variety of channels.

Public interest

The Authority is committed to carrying out its functions in the public interest in an open and transparent manner.

Commitment to staff

The Authority values the dedication of its staff and is committed to supporting them in delivering a high quality service to its customers and in developing fulfilling careers within the organisation.

Good governance and value for money

The Authority is committed to compliance with high standards of governance and probity, and to conducting its business in a cost-effective manner.

Consultation

The Authority is committed to consultation with its stakeholders in the ongoing development and delivery of its services.

Dynamism

The Authority is committed to embracing and managing change, including the development and application of technological advances and working practices, aimed at improving the Authority's efficiency and the customer experience.

Members of the Property Registration Authority at 31 December 2015

The Property Registration Authority



John T. Coleman
Chairperson

John is a former President and CEO of Bose Corporation and has extensive knowledge of private sector organisations



Frank Branigan

Frank is a member of staff of the PRA and is the Staff Representative on the Authority.



Seamus Carroll

Seamus is a Principal Officer in the Department of Justice and Equality.



Liam Daly

Liam is a Chartered Surveyor and is a member of the Society of Chartered Surveyors of Ireland (SCSI).



John Fitzgerald

John is a Fellow of the Chartered Association of Certified Accountants and former Dublin City Manager, and has extensive experience of both private and public sector organisations.



Deirdre Fox

Deirdre is a Practising Solicitor (Deirdre Fox and Associates) nominated by the Law Society of Ireland.



Michael Kelly

Michael is a former Securities Policy Manager for the AIB and is currently Head of eConveyancing Implementation, Law Society of Ireland.



Ciara O'Callaghan

Ciara is a practising Solicitor and is a registered Trusts and Estates Practitioner.



Helen Murray-O'Connor

Helen is a Chartered Surveyor and Lecturer, Spatial Information Sciences Group, DIT, Bolton Street.



Aodhan MacDomhnaill

Aodhan is a member of staff of the PRA and is the Staff Representative on the Authority.



Teresa Pilkington

Teresa is a Practising Barrister nominated by the Bar Council of Ireland.



Yvonne Quinn

Yvonne is a practicing Barrister and a member of the Bar Council of Ireland.

Note: The above includes the names of the Authority members serving on the Authority during 2015 (i.e. it includes the names of those who were appointed for the first time, those who were reappointed and those whose membership ended during 2015).

Senior Management Team

Senior Management Team



Tom Brosnahan

Head of Mapping



**Dr. Aileen
McHugh**

Human Resources
Manager



John Murphy

Deputy Registrar
(Legal)



James O'Boyle

Financial
Controller



Liz Pope

Deputy Registrar
(Legal)



Henry Sullivan

ICT Manager

During 2015, the following staff also served on the Senior Management Team; Frank Treacy, Ray Duffy, Fergus Hayden, Brian Kelly, Greg McDermott.

Legal Services Division

Legal Services Division



John Cahill	Seamus Cashman	Michael Clarke
Chief Examiner of Titles	Examiner of Titles	Examiner of Titles



Ann Fetton	John O'Shea	Áine Ruddy
Examiner of Titles	Chief Examiner of Titles	Examiner of Titles

During 2015, the following staff also served in Legal Services Division; Gerry Collins, Paul Doyle.



Foreword by the Chairperson of the Property Registration Authority

“ The level of voluntary certification in compulsory first registration areas significantly increased in 2015. Certified titles represented 73% of first registration applications compared to 68% in 2014. This was due to a combination of factors including the success of our "outreach" programme, utilising the expertise of the professional staff of the Land Registry, supported by comprehensive online information... ”

Foreword by the Chairperson of the Property Registration Authority

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On behalf of the Property Registration Authority I am very pleased to introduce the Annual Report for 2015 and to note that steady progress continues to be made in all areas.

During 2015 the PRA continued to implement the strategies and objectives of the Strategic Plan for 2013-2015 and the Report contains detailed accounts and analysis under the various headings in the Plan.

The new Strategic Plan for the PRA for the period 2016 – 2018 was published in December 2015. This plan continues to build on the achievements of previous Strategic Plans and outlines how the Authority will focus on meeting its legislative responsibilities and on implementing Government policies and initiatives over the next three years.

The acceleration and completion of the Irish Land Register continues to be a primary statutory remit of the PRA. The level of voluntary certification in compulsory first registration areas significantly increased in 2015. Certified titles represented 73% of first registration applications compared to 68% in 2014. This was due to a combination of factors including the success of our “outreach” programme, utilising the expertise of the professional staff of the Land Registry, supported by comprehensive online information, together with the lower first registration fee applicable to certified titles since December 2012. The use of an enhanced Legal Services team helped to support the processing of applications requiring full examination of title.

The extension of First Registration transactions, other than sales and leases is still under active consideration.

In the context of continuing to provide an efficient and effective service to our customers, the Land Registry despite a further 2.73% reduction in staff numbers in 2015, has increased outputs and continues to work towards reducing the backlog of cases on hand. A 40% increase was recorded in the demand for spatial and related data during 2015 over 2014, numbering 275 requests. A similar increase was recorded in data extraction jobs carried out on behalf of Government Departments, State Agencies and Local Authorities. A noticeable increase in such extraction jobs for the private sector was recorded, many coming from surveying / engineering practitioners who are engaged in large scale projects on behalf of Local Authorities.

In 2015 the level of usage of our online services by business account holders and non-account holders through landdirect.ie, amounted to a total of 5.2 million, an increase of 2.2 million transactions over 2014.



John T. Coleman
Chairperson



The Authority exercised its Corporate Governance responsibilities through the work of the Audit Committee, Internal Audit Unit, the management of the Risk Register, Data Protection guidelines and a framework of Procurement procedures.

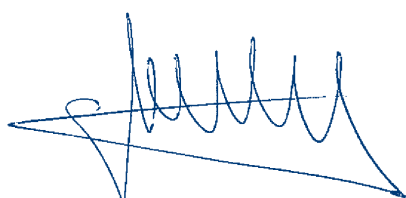
Considerable progress has been made during 2015 with regard to the Merger of the PRA, OSi and the VO. The Transfer of Functions Orders to authorise the move of the Valuation Office and OSi under the aegis of the Minister for Justice and Equality has been approved by the Government. The transfer became effective on 1st January 2016. Work is ongoing on the development of a Corporate Data Model for Tailte Éireann covering the key operational data in all three organisations.

A project to consolidate voice telephony systems for the merged organisation is progressing – this has been implemented in the Valuation Office and work is continuing on the integration of OSi. Work is ongoing on establishing a brand for the new organisation – the website www.tailte.ie is now live and work has begun on the development of a staff Intranet. It is hoped that Tailte Éireann will be established by legislation in the near future.

In the area of Finance, the Report documents that €57.35 million was remitted directly to the Exchequer in the form of fees collected by the PRA, an increase of €10.25 million over 2014. Expenditure amounted to €28.8 million, similar to that of 2014.

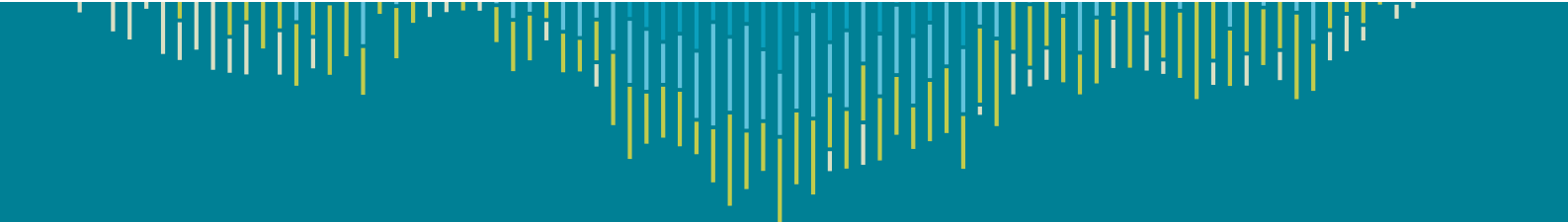
I would like to thank my fellow Authority members for their support and expertise throughout the year and to compliment the Management and Staff on their hard work and dedication. I would also like to take this opportunity to especially thank Authority member Frank Brannigan whose term of office ceased during the year.

I look forward to working closely with all concerned again in 2016.



John Coleman

Chairperson,
Property Registration Authority



2015

at a glance



Intake
169,873



Output
168,318



Number of Folios
2,164,066



Number of changes
to the Register
424,425



Staff Numbers

487 (< staff levels in 1991)



Income

€57.35m

(increase of €10.25m over 2014)



Expenditure

€28.8m

(reduced by 37% since 2008)

Online Transactions
5.2m



Progress against the objectives set out in
the Strategic Plan 2013-2015

Completion of the Irish Land Register

1

Advance the completion of the Irish Land Register by extending Compulsory First Registration (CFR) while arresting the growth of unregistered titles.

The PRA continued to actively implement the strategies and options available to it to extend compulsory registration of ownership of land. The completion of the register is an express mandate of the PRA. Previous initiatives are continuing and being built upon.

The level of voluntary certification in compulsory first registration areas continued to increase during 2015. Certified titles represented 73% of first registration applications received in 2015 compared to 68% in 2014. This was due to the continuing successful “outreach” programme utilising the expertise of the professional staff of the Land Registry, supported by comprehensive online information together with the lower first registration fee applicable to certified titles since December 2012.

Legal Services comprising of staff at all levels from Clerical Officer upwards and headed by an Examiner or Chief Examiner of Titles, continue to support the processing of applications requiring full examination of title.

Consideration is continuing in regard to extending “triggers” for first registration to transactions other than sales and leases.

Initial consideration indicates that the passage of the legislation for the merger of the Authority, Ordnance Survey Ireland and the Valuation Office would provide a suitable legislative basis for Tailte Éireann, on its own volition in appropriate circumstances, to transfer titles from the deeds registration system in Registry of Deeds to the titles registration system in the Land Registry.

NUMBER OF FOLIOS IN THE LAST FIVE YEARS

2011	2012	2013	2014	2015
2,022,061	2,066,132	2,100,637	2,132,765	2,164,066

Maintenance of a reliable and accurate system of land registration

2

Ensure the reliability and accuracy of the Register through effective registration practices and rigorous quality and process assurance systems and structures.

Statutory Enactments

Legislation

In 2015, there was no primary legislation directly amending the Registration of Deeds and Title Acts 1964 and 2006.

Most of the Companies Act 2014 (No. 38 of 2014) was commenced on the 1st June 2015 by the Companies Act 2014 (Commencement) Order 2015 (S.I. No. 169 of 2015). This has resulted in a number of amendments to our practice directions and further changes will be necessary.

New and Revised Practice Directions in 2015

Other than minor administrative changes and updates, there were no substantive amendments made to the Practice Directions during 2015.

Legal Office Notices

A total of 2 new Legal Office Notices were published on the PRA's website www.prai.ie in 2015 and one of the existing Legal Office Notices was updated.

Spatial Information Services

The PRA public sector outreach programme to raise awareness of the value of Land Registry spatial data is ongoing, with the Spatial Data Unit continuing to develop processes to facilitate the delivery of spatial data to both public and private sector organisations. The demand for Land Registry spatial and related data continues to increase with 275 requests for data received during 2015. This represents an increase in the region of 40% compared to 2014. Many of the requestors were repeat customers, with most of the 'Route Searches' and 'Area Searches' being used to facilitate State funded infrastructural projects.

The number of data extraction jobs carried out on behalf of Government Departments, State Agencies and Local Authorities during 2015 presents a similar pattern when compared with 2014 figures. However, there has been a noticeable increase in data extraction jobs carried out on behalf of the private sector with many of the requests coming from surveying/engineering practitioners who are engaged in large scale projects on behalf of Local Authorities. There is also evidence to suggest that there has been an increase in the level of activity relating to companies involved in renewable and sustainable energy technologies.

2015 witnessed a notable increase in the demand for the PRA Spatial Information

2

Unit to manage the lodgement of electronic map files. These files, in CAD format, are becoming the preferred option for some Surveyors/Engineers when lodging application maps to facilitate registration. The Spatial Information Unit handled 406 such applications throughout 2015.

The Spatial Information Unit also produced statistical reports for PRA management. Such reports were used to monitor patterns of registration types and generate heat maps. The investment made by PRA in developing the Spatial Information Unit which facilitates enhanced spatial data management, indicates an excellent return on investment in terms of both monetary savings and efficiency gains to the State and the citizen.

SPATIAL DATA REQUESTS

Category of Requestor	No of Requests Completed	
	2014	2015
Local Authority	26	28
Government Department	22	19
State Agency	27	18
National Infrastructural Projects	24	25
Private Surveying/Engineering firms	96	185
Total	195	275

eRegistration

The PRA continues to actively work on the roll out of electronic registration initiatives, which will be fundamental to any future system of eConveyancing in Ireland. Since 2009 the PRA has provided two eRegistration services, eDischarges and eCharging Orders, which have delivered substantial efficiencies to all participating parties. The eRegistration functionality was extended in 2013 to allow for the secure exchange of deeds of transfer, the electronic payment of fees and electronic notifications. The deeds are drafted on the eRegistration system, which allows for information to be pulled directly from the Land Register thus creating efficiencies and consistency in the documentation. It is planned that the functionality will be extended to Deeds of Charge with a pilot to take place in the first half of 2016.

Also a working group, comprising nominees of the Law Society, the Banking & Payments Federation Ireland and the PRA, have completed a report on the process of electronically registering Priority Entries (a facility to protect the

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2

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priority of a legal interest on a property) and work will continue on this in 2016. A number of web services are also available which allow the developers of case management systems develop interfaces from these systems with those of the PRA.

Process/Quality Assurance

The PRA sees process assurance and quality assurance as a critical feature of the registration process to ensure that our customers can rely on the product being delivered and that the procedures and processes in place reflect what is contained in our Acts, Rules and Practice Directions. This is also designed to support and enhance the overall corporate governance and reputation of the PRA which offers a State Guarantee.

The Process Assurance Unit functions include the inspection of randomly sampled completed casework for the purpose of assessing that our practices and procedures are being complied with. The Group also examines/reviews all aspects of the registration process. The outcomes and findings are remitted to Senior Management and remedies applied as appropriate.

The Quality Assurance Unit is responsible for corrections to the Register which are identified both internally and externally. This includes a range of staff engaged on suitable map maintenance, data integrity and reviewing the overall quality and correctness of registrations on the Folio Register and Land Register Map.

Where issues are identified in the registration, it is PRA policy to engage with our customers at the earliest opportunity to seek correction of the data on the Register.

The analysis of the quality assurance is used to develop and improve training programs and initiatives which will lessen the possibility of incorrect registrations and the risk to the Register.

Customer Service

3

The maintenance of an excellent service and the continued extension of the services available to customers of the Land Registry and Registry of Deeds.

Land Registration

Registration

It is generally the case across the international land registration domain that the level of annual activity is measured by reference to the number of changes to the register. An application may include a number of simultaneous transactions resulting in multiple changes to the register; for example, an application may include a transfer of ownership, a new charge and a cancellation of an existing charge which will bring about several changes

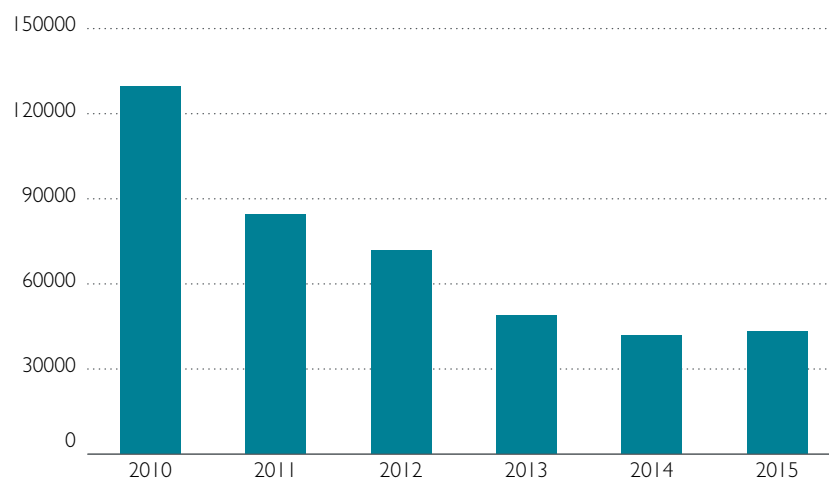
Number of changes to the Land Register: 424,425.

Work on hand

The Land Registry continued to actively engage in clearance of cases throughout the year. In addition to the casework clearance programme, substantial progress has been made in respect of reducing 'turnaround times' – see Service Delivery Targets below.

The ongoing co-operation of the staff of the Authority is a very significant factor in the productivity levels achieved.

LAND REGISTRY CASES ON HAND 2010 – 2015



3

Certification and Searching

As part of the delivery of its electronic services, the PRA has developed a suite of innovative online information and registration services. These are available online via the landdirect.ie and eRegistration.ie services.

During 2015 over 5 million searching and certification transactions were processed through the landdirect.ie portal.

Registration of Deeds

The number of applications submitted to Registry of Deeds during 2015 was 32,562, an increase of 27% on 2014.

The number of applications registered in the Registry of Deeds during 2015 was 32,334 which was a 31% increase on the 2014 figure. There was a 5 – 15 day working arrear of casework in the Registry of Deeds. The arrear was due to staff shortages plus an increase in Intake.

Ground Rents Applications

The PRA operates the Ground Rents Purchase Scheme under the Landlord and Tenant (Ground Rents) (no. 2) Act, 1978 under which owners of leasehold property can purchase their Ground Rent (freehold interest). This scheme commenced in 1978.

In 2015, the intake of consent applications increased by 25.6% (422 as opposed to 336), and the output was 404 compared to 203 in 2014, which represents an increase of 99%. The year saw a 19.2% increase in the intake of arbitration applications from 396 to 472 while output increased by 36.8% from 269 to 368.

Details of the activity in 2015 and the comparative figures for 2013 and 2014 are shown in the table at Appendix 5.

eServices

The following table outlines the number of subscribers and the level of usage of online services for the last 3 years. These services are delivered to both business users and the general public through landdirect.ie.

NUMBER OF SUBSCRIBERS AND THE LEVEL OF USAGE OF ONLINE SERVICES

Year	2013	2014	2015
No. of professional users	19,829	20,281	21,883
No. of online transactions	2.9 million	3.1 million	5.2 million

3

In 2015, the overall usage included 5.2 million transactions accessed through our landdirect.ie service by both Business Account holders and by non-account holders who wish to search our maps and view folios online without having to open and maintain an account.

There were also 423,621 online transactions relating to the Registry of Deeds.

The PRA's websites are a valuable communication mechanism and a useful source of information for our customers. An extensive upgrade to our website www.prai.ie in 2014 has enhanced the range of online services provided to our customers.

Service Delivery Targets

Land Registry

The target of 75% of cases, not requiring mapping, that are in order for registration, to be completed within 10 working days - Achieved

The target of 100% of Ground Rents Consent cases, that are in order, to be completed within 20 working days - Achieved

The target of 95% of certified copy folio/title plans via landdirect.ie to be issued within 1 working day - Achieved

The target of 90% of Official Map Searches to be completed within 5 days - Achieved

The target for 100% of reference numbers for applications lodged by post or at public counters to be available within 2 working days – Achieved

Registry of Deeds

The target of 90% of all correct Application Forms to be registered within 5 working days – Not achieved. This was due to staff shortages and an increase in Intake.

The target of 100% of vacates/satisfactions to be recorded within 3 working days - Achieved

The target of 100% of abstract details of Application Forms to be available online within 2 working days of registration - Achieved

The target of 90% of Official Searches to be completed within 3 working days.- Achieved

The target of 90% of all Copy Memorial Applications to issue within 3 working days of receipt – Achieved

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3

Customer Information Unit

The Information Unit provides a first point of contact for Customers who contact the office by telephone. The staff in the Unit have been trained to provide, in so far as is possible, a responsive and direct service for our customers who have queries without the need to further transfer the calls to other staff in the PRA. Obviously, some queries, which might be more complex or case specific, will have to be transferred to other staff with more specialist skills or experience in specific casework but in excess of 75% of the calls are dealt with directly by the Information Unit. The Information Unit operates between the hours of 9am and 5pm.

Customer Focus Group

This forum met twice in 2015. Meetings of this group, which is representative of the PRAs main stakeholders (legal practitioners, financial institutions, local authorities, law searchers), provide a continuing opportunity for consultation on a range of issues and the dissemination of information on any changes planned or being introduced.

Outreach programme

A growing area of activity in recent years has been the involvement of staff from the PRA in organising seminars, conferences and training courses for key stakeholder groups. PRA officials participated in, and made presentations on, a range of topics at a number of seminars and training courses for solicitors and other customers during 2015. Details of these can be found at Appendix 10.

Visitors to the PRA

Since the completion of the PRA Digital Mapping Project and Folio computerisation, many Land Registration administrations from around the world have been inquisitive as to how this transition was planned, managed and successfully implemented. In this regard, 2015 was no exception with the PRA hosting delegations from Cayman Islands, Germany, Scotland, South Korea.

The PRA team, in conjunction with a team from the Department of Environment, Community and Local Government also facilitated a series of workshops in the Dublin, Roscommon and Waterford offices to facilitate coaching Local Authorities in the transfer of water based assets to Irish Water. The PRA is always willing to meet with practitioners from other jurisdictions and share the experiences of our success story. Each year, the PRA also facilitates Geomatics students from the Dublin Institute of Technology, Bolton Street by delivering a presentation on all aspects of PRA mapping. This provides the students with an appreciation of the concepts which underpin land registration in Ireland.

3

National Heritage Week

The Registry of Deeds again participated in National Heritage Week in 2015. A total of 10 tours were organised in the second last week of August 2015.

The tour commenced with a brief history of the beautiful Gandon-designed building, drawing attention to some of its unique features.

A synopsis of the registration process was also provided and the Registry of Deeds' collection of documents of historical importance was exhibited. The tour also included a demonstration of records of genealogical interest, ranging from very old records up to the present day of computerisation. All tours were received very positively and the Registry intends to participate again in 2016.

Exhibiting at Events

In 2015, the PRA were delighted to take part, in conjunction with our merger partners, the Valuation Office and OSi, in a joint exhibition at the National Ploughing Championship which was again held in Ratheniska, Co Laois.

The purpose of the exhibition was to showcase our online services and to provide information to the public regarding the merger of our three organisations. Feedback received was very positive and we will continue to collaborate at future events.

The PRA also, for the first time, took part in the Ideal Home Show at the RDS in October 2015. There was great interest in our stand and again, feedback was very positive. We look forward to attending again in 2016.

Accessibility

The PRA makes every effort to provide facilities and services that are accessible to all of its customers. Contact details for Access Officers are provided on our website in order that any person with a disability can avail of assistance in accessing our services or attending our offices.

Service through the Irish language

5 applications for registration in the Irish language were completed in 2015.

Complaints Procedure

6 formal complaints were received during 2015 and were dealt with under the PRA's Complaints Procedure.

Development and Maintenance of Resources

4

The enhancement of efficiency by developing and maintaining appropriate human, management, financial and technical resources.

Our People

At the end of 2015 there were 523 employees or 486.76 full time equivalents (FTE) in the PRA workforce. This represents a decrease of 2.73% or 27 staff on 2014 arising from 3 voluntary transfers, 15 retirements and 9 resignations including 8 temporary Clerical Officers. The breakdown of FTEs across locations is as follows: Dublin 263.05, Waterford 162.11 and Roscommon 61.60.

A gender breakdown is provided at Appendix 11. 59.66% of staff are female and 40.34% are male. The age breakdown of the workforce shows that nearly 30% of employees are over 55 years of age. The National Disability Authority target of the Public Service for employment of persons with a disability is 3.5% of total staff. In the PRA 6.56% of employees declared themselves as having a disability in 2015.

Over 90% of PRA staff participated in the Performance Management Development System (PMDS) during the year.

Internal Promotion Competitions

The 3rd iteration of workforce planning was submitted to the Department of Public Expenditure and Reform in April and delegated sanction to fill gaps was received in late July in respect of posts up to Principal Officer level, subject to pay bill. For the first time since the start of the recession in 2008 it was possible to commence rollout of a series of internal competitions to fill identified skills and knowledge gaps. Cross functional arrangements have been embedded within the HR and Finance Units to monitor pay bill expenditure and underpin the workforce planning process.

To enhance the skills of participants, competency based interview training was provided for both selection board members and all candidates. An interviewee skills course was devised and delivered in-house. Eight competitions were held for which 127 applications were received. In total there were 18 promotions during 2015. The grades involved included Deputy Registrar, Examiner of Titles, Senior Mapping Manager, ICT Manager, Regional Mapping Director and Assistant Principal (Legal Services).

4

Attendance Management

The proactive management of sick absences was prioritised by HR and in early 2015 presentations on the issue were given by the HR Manager in all locations. In tandem progress was made on devising an appropriate initiative on mental health and wellbeing. A lowered lost time rate of 4.11% was subsequently achieved for 2015, which is a reduction of one third on the 2010 figure of 6.14%. This is just below the civil service average reported the Department of Expenditure and Reform for the year 2015. The actual number of employees availing of sick leave in the PRA reduced by 25 during the year and the overall cost of sick absences reduced by 41.70% since 2010. This achievement is partly attributable to the increase in pay affected sick leave since the reduction of sick leave limits in the civil service in 2014.

Staff Engagement

Staff engagement was given a new impetus in 2015 whereby the Transformation Forum was retitled Working Together and a new Statement of Intent adopted by all partners comprising staff, union and management representatives. The overarching objective is to foster staff engagement and promote collaborative and participative approaches to problem solving in the PRA. Two meetings were held in 2015 and a working group was established to devise a new staff climate survey.

Continuous Personal and Professional Development

The PRA has in place three main educational initiatives to enhance talent management and succession planning. Firstly, *refund of fees* for self –selected third level courses and 7 staff availed of this scheme in 2015. Carmel O'Shea was the recipient of a Bachelor's degree in Business Management (Law) from Dublin Business School. Secondly, there is in place a *sponsored legal education scheme* and three members of staff were called to the Bar in 2015. These were Isobelle Lyons and Joseph McGranaghan, both Executive Officers in our Dublin Office and Liam Lalor an Assistant Principal in our Waterford office. During the year there were also four additional staff attending King's Inns. Thirdly, 24 staff were studying on *incentivised technical degree and masters courses*. During 2015 Jennifer Foley completed an MSc in Geographic Information Science and Jennifer O'Connor completed an MSc in Geospatial Engineering from Dublin Institute of Technology.

Specialist legal training was provided as required by the Learning and Development Unit and local trainers. During 2015 three people received Train the Trainer qualifications – Eamonn Morris, Colette McNulty and Declan Power. To enhance leadership capacity at senior level a programme of executive coaching commenced for members of the Management Board.

Recent Successful Graduates



Carmel O'Shea
Bachelor's degree in
Business Management
(Law)
Dublin Business School



Isobelle Lyons
Barrister at Law
King's Inns



Joseph McGranaghan
Barrister at Law
King's Inns



Liam Lalor
Barrister at Law
King's Inns



Eamonn Morris
Train the Trainer



Declan Power
Train the Trainer

Not pictured: Colette McNulty Train the Trainer

Social evening for retired members of staff



Current and retired members of staff attend the annual social evening for retired staff

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Providing Support for the Merger

The HR Manager is a member of the Merger Strategic HR and Change Management Working Group and continued to be involved in various initiatives during 2015 including the development of training workshops with the Institute of Public Administration for middle managers of all three merger partners. In addition the L&D Unit coordinated a series of seminars delivered by staff from each organisation which took place in the first quarter and covered Dublin locations.

The Assistant HR Manager is a member of the working Group on Central Shared Services which continues to examine the issues the alignment of HR processes across the three merging partners.

Financial Reporting

A comprehensive system of Financial Reporting is in place within the PRA:

- The Chief Executive provides a financial overview to Authority members on a monthly basis
- Formal reports on actual expenditure against budgets are submitted to the Department of Justice and Equality and the Department of Public Expenditure and Reform on a monthly basis
- Returns of Fee Income received are submitted to the Exchequer on a weekly basis
- The Annual Appropriation Account is prepared and submitted to the Comptroller and Auditor General
- Relevant and timely reports containing Financial and non-Financial information are provided to Senior Management.

ICT Disaster Recovery

The PRA, in recognition of the critical role ICT plays in the provision of services to its customers, maintains an ICT Disaster Recovery (DR) site in its Waterford office.

The production ICT infrastructure, which is centralised in the Chancery Street office in Dublin, is replicated in the DR site and a copy of all data is maintained there, updated as registrations are effected. In the event of a disaster, natural or otherwise, that destroys the production environment, ICT operations can be restored within an estimated 24 hour period and delivered from the Waterford office.

Corporate Governance

5

To ensure that appropriate governance policies, structures and procedures are implemented and monitored.

Overall Governance and Control Framework

The overall Governance and Control Framework within the PRA is guided by the Registration of Deeds and Title Act 2006, the recommendations of the Report of the Working Group on the Accountability of Secretaries General and Accounting Officers (the Mullarkey Report), the Public Financial Procedures and Code of Conduct for the Governance of State bodies issued by the Department of Finance.

The Authority must be satisfied that the appropriate structures and processes are in place to ensure that they have the ability, objectively and effectively, to assess management and organisation performance.

The Authority is responsible for compliance with all statutory obligations applicable to the PRA.

The Chief Executive is responsible to the Authority for the performance of his duties and for providing it with such information in relation to the performance of those functions as the Authority may from time to time require. The Chief Executive is the Accounting Officer and in that capacity is accountable to the Oireachtas in respect of all funds voted to the PRA for the provision of services. The Accounting Officer must prepare, on an annual basis, an account of expenditure and receipts, known as the Appropriation Account and present this account to the Comptroller and Auditor General.

The main elements of the Governance Framework are as follows:

Audit Committee

An Audit Committee consisting of a number of members external to the PRA, together with two Authority members is in place since 2007. The Audit Committee reviews and assesses the work of the Internal Audit Unit. The Committee also reviews the PRA's approach to Risk Management. Four meetings of the Audit Committee were held in 2015.

Internal Audit

Audits are conducted by Internal Audit across the range of activities of the PRA including financial, operational and governance. Five audits were completed in 2015. All reports were submitted for consideration to the Accounting Officer and to the Audit Committee.

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Risk Management

A Risk Register in accordance with the Department of Finance guidelines is maintained on an ongoing basis. The maintenance of the register is designed to ensure that risks are identified and assessed and necessary mitigating actions are, where resources allow, put in place.

The Risk Register is compiled by Senior Management and presented to the members of the Authority on a quarterly basis for approval.

Data Protection

The PRA registers as a Data Controller with the Office of the Data Protection Commissioner on an annual basis as required by law.

The Data Protection policy of the PRA consists of a set of guidelines for staff based on the 8 Data Protection Rules to ensure that the Data Protection Acts 1988 and 2003 are complied with. The policy is reviewed and updated on an ongoing basis.

Procurement

All procurement activity is guided by the Public Procurement Guidelines and Policies published by the Department of Finance. There is a framework of procurement procedures in place including segregation of duties, regular management reporting and a system for the authorisation of expenditure. Formal sanction is sought from the Department of Public Expenditure and Reform for all expenditure above an agreed threshold.

Financial Reporting

A comprehensive system of Financial Reporting is in place within the PRA:

- The Chief Executive provides a financial overview to Authority members on a monthly basis
- Formal reports on actual expenditure against budgets are submitted to the Department of Justice and Equality and the Department of Public Expenditure and Reform on a monthly basis
- Returns of Fee Income received are submitted to the Exchequer on a weekly basis
- The Annual Appropriation Account is prepared and submitted to the Comptroller and Auditor General

Compliance with Legislation

Ethics in Public Office Act, 1995 and Standards in Public Office Act, 2001

The PRA was established under the Registration of Deeds and Title Act 2006 and operates in accordance with the provisions of that Act. Procedures are in

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place to ensure that the members of the Authority and the staff of the PRA, holding designated positions, comply with the provisions of the Ethics in Public Office Act, 1995 and the Standards in Public Office Act, 2001. In addition, in accordance with the Code of Business Conduct for the members of authorities, the members of the Property Registration Authority register their interests in other undertakings with the Secretary on their appointment.

Safety, Health and Welfare at Work Act 2005

The PRA is committed to ensuring the well-being of its employees by maintaining a safe place of work and by complying with the Safety, Health and Welfare at Work Act 2005 and with relevant codes of practice and guidelines where appropriate. The central PRA Health and Safety Committee meet regularly during the year and there are local Health and Safety Committees in the Waterford and Roscommon offices. These committees monitor health and safety within the PRA and encourage safety awareness and accident prevention in the organisation. The PRA also participates in the Occupational Health and Safety Risk Management Network for State Agencies. The objective of the Network is to contribute to the continuous improvement of the management of occupational health and safety risk in State authorities.

Cost efficiency

To ensure cost efficiency in all activities supervised by the Authority.

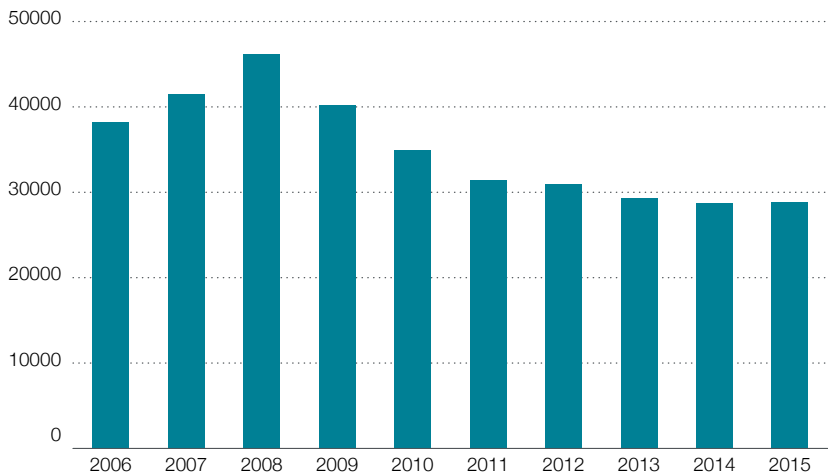
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The PRA is committed to implementing Government policy in the area of Value for Money. The Chief Executive is responsible to the Authority for her/his performance in this regard. The Chief Executive, as Accounting Officer, is also accountable to the Oireachtas for ensuring Value for Money.

The Budgetary Committee examines all major items of expenditure and actively oversees the value for money programme in the PRA.

- This committee actively manages the PRA's budgetary allocation. Actual expenditure from the PRA Vote for 2015 amounted to €28.8m (a similar level to 2014). It is worthy of note that since 2008 net expenditure has reduced by 38% (2008 net expenditure €46.2m)

NET EXPENDITURE 10 YEAR SUMMARY (€000)



These savings have been achieved by a range of measures including, inter alia:

- The ongoing promotion of on-line services;
- Strict adherence to procedures in all procurement activities;
- Full participation in Government Shared Service initiatives;
- Where practical, sharing of facilities with other Departments and Offices, resulting in the achievement of efficiencies in accommodation costs.

The PRA therefore remains fully committed to achieving value for money through



our objectives

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the elimination of waste and duplication, while discharging its statutory functions in an effective and efficient manner and continuing to provide excellent service to our customers.

Synergies

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The achievement of synergies with statutory and other bodies in order to maximise efficiencies across a range of service areas.

Merger of organisations

The Government's Public Service Reform plan of 2011 included proposals for the rationalisation of a number of State bodies. In October 2012, following a critical review, one of the measures approved by the Government was the merger of the Property Registration Authority, the Valuation Office and Ordnance Survey Ireland.

In 2013, a Project Board was formed to drive implementation of the merger.

A number of sub-groups have been established to develop key organisational objectives – these are

- Finance
- Legislation
- Merger of Support Functions and Infrastructures
- Central Shared Services
- Governance, Strategy & Strategic Performance
- Strategic HR Policy and Change Management
- Branding
- Conceptual Data Model.

Considerable progress has been made during 2015:

- The Transfer of Functions Orders to authorise the move of the Valuation Office and OSi under the aegis of the Minister for Justice and Equality has been approved by the Government. The transfer will become effective with effect from 1st January 2016.
- Work is ongoing on the development of a Corporate Data Model for Tailte Eireann covering the key operational data in all three organisations.
- A project to consolidate voice telephony systems for the merged organisation is progressing – this has been implemented in the Valuation Office and work is continuing on the integration of OSi.
- Work is ongoing on establishing a brand for the new organisation – the website www.tailte.ie is now live and work has begun on the development of a staff Intranet.

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International Initiatives

Staff of the PRA participate in a number of relevant international bodies to ensure that the organisation's policies and priorities are represented on important issues which have an impact on land registration and land administration generally. Participation also provides the opportunity to keep up to date with international developments and trends in land administration, including the delivery of services to customers in a more effective manner. Dialogue and communication with relevant international bodies also provides an important platform for sharing ideas and understanding progress achieved both within the EU and the wider international community.



Tom Brosnahan and Rosemarie Carr of the PRA on a visit to the Office of the Registers of Scotland, Edinburgh in May 2015

European Land Information Services (EULIS)

The development of world class ICT systems in recent years has enabled the PRA to participate in international developments such as EULIS. EULIS is an initiative by various land registration authorities across Europe to provide cross-border access to their respective online databases and electronic services (www.eulis.eu).

The EULIS service provides land registry professional customers such as banks, other lenders, solicitors, estate agents, law searchers and public authorities with reliable, direct and easy access to land and property information in member European countries. Irish customers can access EULIS through their landdirect.ie account.

In 2015, the EU Commission further advanced its Land Registers Interconnection Project, the aim of which is to provide a single portal whereby Land Registry information from all member states may be accessed. The progress achieved and lessons learned by EULIS will play a role in the development of this portal.

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Following a successful application for funding to the European Commission under the latter's Civil Justice programme, the EULIS 2.0 portal has been implemented and this has provided the key interfaces required for compliance and collaboration the with eJustice portal developments.

European Land Registry Association (ELRA)

The primary aim of the ELRA is the development and understanding of the role of land registration in real property and capital markets in EU member states. ELRA seeks to promote the mutual knowledge of the different land registry systems in member states and provides a very useful forum for discussion and information exchange on developments in land registry systems across Europe. It also has a significant role in keeping members informed on relevant developments at EU level.

Since its creation in 2004, ELRA has grown rapidly, and currently its membership is made up of 24 associations representing the land registries of 20 EU member states.

During 2015, ELRA was primarily focussed on the development of the Interoperability Model for Land Registers through its IMOLA Project. The project aims to produce a model for standardised land registry output, connected to explanatory material in different languages, and to provide training to improve understanding of the different legal systems involved.

United Nations Economic Commission for Europe (UNECE) - Working Party on Land Administration (WPLA)

The UNECE's Working Party on Land Administration, which is based in Geneva, was established in 1999 with the aim of promoting land administration through security of tenure, developing real estate markets and modernising land registration systems in countries in transition.

The WPLA has developed into an effective network of land administration officials in Europe and North America. It operates by sending independent experts to the ECE countries to render policy advice and recommendations on national programmes on land market development and real estate registration.

The Property Registration Authority are currently represented on the Bureau (steering group) of WPLA.

INSPIRE

The INSPIRE Directive of the European Parliament which seeks to establish an 'Infrastructure for Spatial Information in the European Community' (INSPIRE) was transposed into Irish law through Statutory Instrument No. 382 of 2010. This directive aims to create an EU-wide Spatial Data Infrastructure (SDI) based on member states SDIs which can enable the sharing of environmental spatial



Frank Treacy (Interim CEO) and Dr. Johanna Schmidt-Räntsch (Judge in the Supreme Court of Germany) during her visit to the PRA offices in November 2015

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information among public sector organisations, improved environmental policy making and better public access to spatial information across Europe.

The Land Registry is the Legally Mandated Organisation (LMO) in Ireland for the Annex 1 Cadastral Parcels Theme and as such is obliged to provide discovery, view and ultimately download services through INSPIRE and Irish Spatial Data Infrastructure (ISDI) geo-portals. Cadastral Parcels are lands that are registered in the Land Registry excluding multi-storey registrations.

The new ISDI/INSPIRE compliant GeoPortal.ie, Ireland's portal for Geographic Information, was launched in June 2013. This portal was developed by the Department of Environment, Community and Local Government (DECLG) and Ordnance Survey Ireland as part of the Irish Spatial Data Infrastructure (ISDI) project, in order to facilitate the online sharing of spatial data according to the requirements of the Irish eGovernment Strategy and the EU INSPIRE directive.

The PRA played a pivotal role in the development and testing of GeoPortal.ie prior to its launch. The PRA provides Land Registry freehold and leasehold cadastral parcel data on a bi-annual basis to the DECLG who are responsible for uploading the data to GeoPortal.ie.

The PRA has continued to supply the DECLG with land parcel data for reference purposes and is viewable through their MyPlan geo-portal. The aim of MyPlan.ie is to create a one stop shop for information about development plans and to provide as much information as possible that may be relevant to planning decision-making (census, heritage sites, patterns of housing development, etc).

The Five Registries Network

For a number of years meetings have taken place on a biannual basis between representatives of the land registration bodies for England and Wales, Scotland, Northern Ireland and the PRA to discuss and explore a range of matters of mutual interest. The Isle of Man has recently joined the Network. Since its establishment, a number of sub-groups have been formed to consult and report on a variety of topics including, business trends and activity levels, electronic conveyancing/registration, benchmarking, electronic funds transfers, security of systems and other developments.

External Scrutiny

A number of additional mechanisms to verify and quality assure the activities and services of the PRA are in place. These include:

Parliamentary Questions

228 enquiries were received from members of the Oireachtas and dealt with via e-mail during 2015

our objectives

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15 Parliamentary Questions were tabled by members of the Oireachtas and dealt with during 2015

6 letters/representations from TD's and Senators were received and dealt with during 2015

Office of the Ombudsman

7 letters were received from the Ombudsman's Office relating to complaints in 2015. All cases were resolved by end of 2015.

Financial Report - Summary 2015

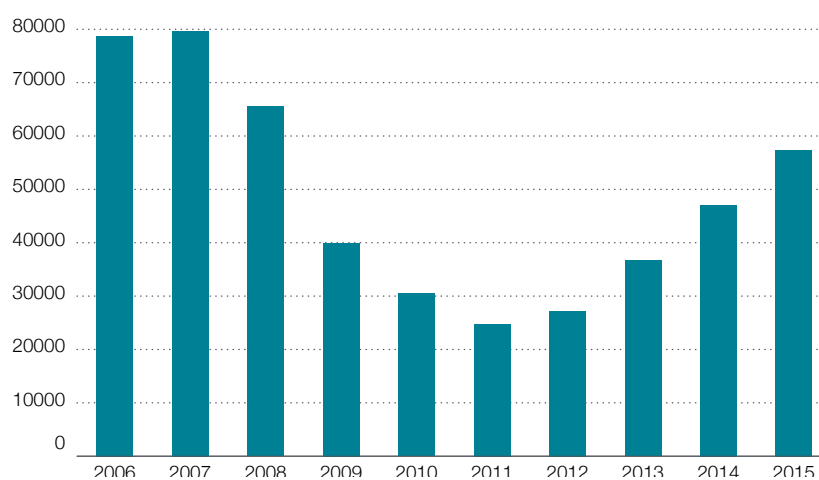
Fees

Fees received by the Property Registration Authority amounted to €57.35m in 2015 as against €47.1m in 2014. This was an increase of €10.25m or 22% over 2014 receipts.

All fees collected by the PRA are remitted to the Exchequer on an ongoing basis. On that basis therefore, in excess of €57m was remitted directly to the Exchequer by the Property Registration Authority in 2015.

The following represents a 10 year summary of fees received by the PRA. As expected, the fees collected vary in accordance with the level of transactions in the property market in any given year.

FEES RECEIVED 10 YEAR SUMMARY (€000)



Net Expenditure

The PRA, in carrying out its mandate, is directly funded by the Exchequer in the form of an annual allocation of Voted Expenditure.

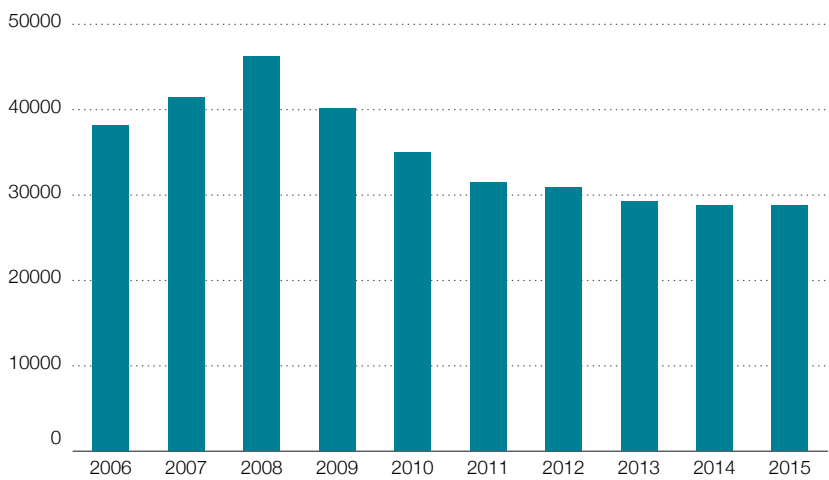
Actual expenditure from the PRA Vote for 2015 amounted to €28.8m, a similar level to that of 2014. It is worthy of note that since 2008 net expenditure has reduced by 38% (2008 net expenditure €46.2m).

Of the total net sum expended of €28.8m, net Staff costs amounted to €22m; this represented 76% of all expenditure.

Total net Current Expenditure for 2015 amounted to €28.4m as against €28.2m for 2014 (an increase of €0.2m).

Capital Expenditure for 2015 amounted to €0.4m, a decrease of some €0.2m on capital expenditure in 2014.

NET EXPENDITURE 10 YEAR SUMMARY (€000)



Apportioned Costs

In addition to costs directly incurred by the PRA, other costs, incurred by other Departments and offices, must be considered in order to present an overall picture of the cost of managing the PRA.

When the following apportioned costs are included:

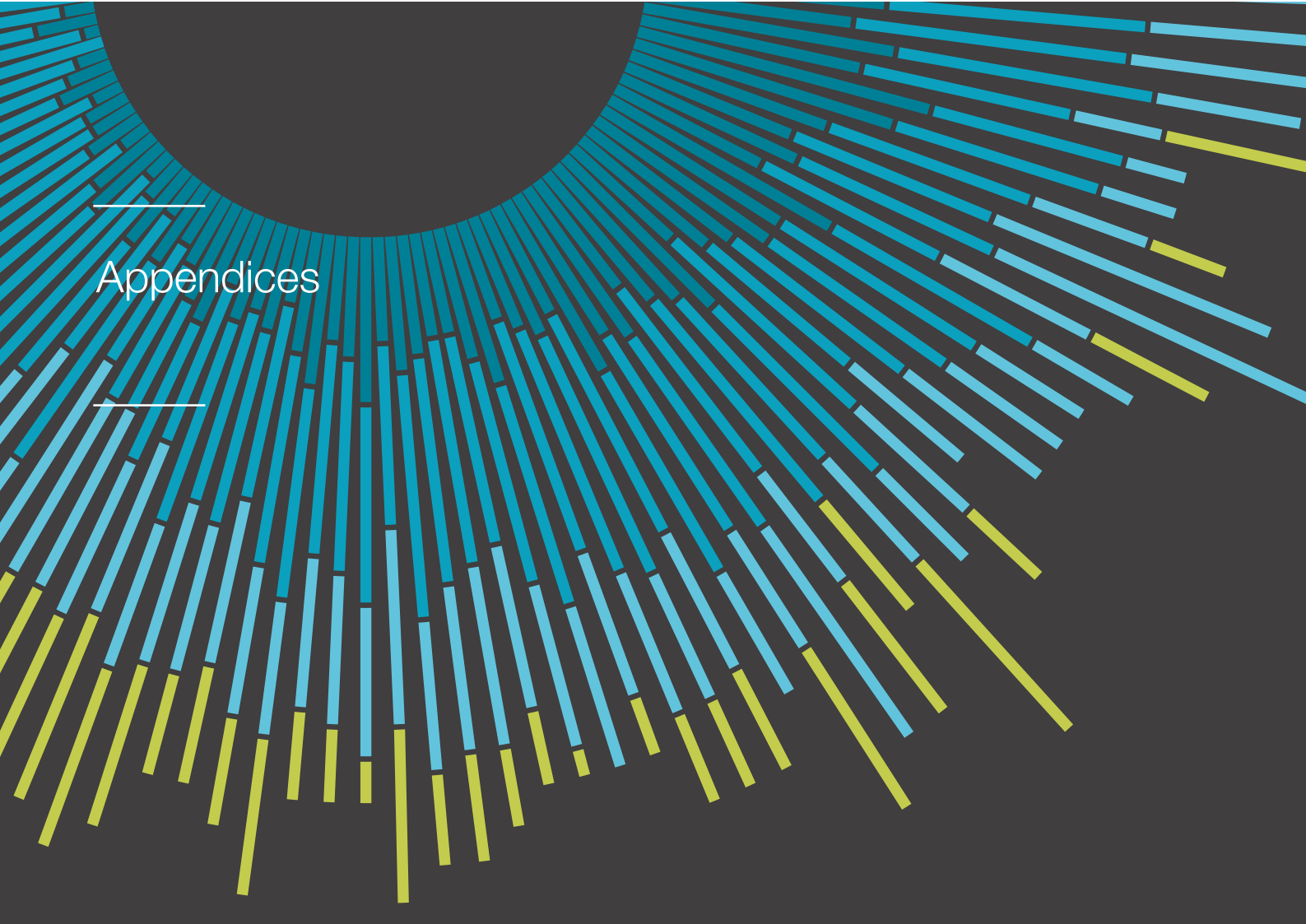
- €3.9 m under Vote 7 - Superannuation and Retired Allowances
- €0.7m under Vote 10 - Office of Public Works
- €0.16m under Votes 18 and 24 - Shared Services
- €2.75m notional rents on State-owned properties

Therefore, inclusive of apportioned costs borne elsewhere, the total expenditure in 2015 increased to €36.3m (2014 €36.1m).

Prompt Payment of Accounts Act 1997

It is the policy of the Property Registration Authority to fully comply with the terms of the Prompt Payments of Accounts Act 1997. The PRA has procedures in place to ensure that all invoices are paid within the statutory time limit. While the procedures have been designed to ensure compliance with the Act, they only provide reasonable and not absolute assurance against material non-compliance with the Act.

In 2015 in total five invoices incurred late payment penalties. The value of all invoices that were paid late amounted to €1,746. The total interest paid during 2015 resulting from late payments amounted to €214.

A decorative graphic at the top of the page consists of numerous thin, radiating lines in shades of blue and yellow, emanating from a dark grey semi-circular shape at the top center.

Appendices

Financial Summary

1

Statement of Expenditure	2015 €000	2014 €000
Salaries and Wages	23,133	23,082
Travel and Subsistence	117	106
Compensation	94	108
Ordnance Survey	3,000	3,000
Geodirectory	70	70
Training	144	179
Cleaning	238	307
Miscellaneous	304	326
Authority and Audit Committee Fees	106	89
Post	354	335
Telecoms	313	319
IT Current	924	711
IT Capital	409	559
Office Machinery and Supplies	175	238
Office Maintenance	158	124
Light and Heat	315	325
Office Furniture	59	20
Consultancy	11	25
Total Gross Expenditure (Vote 23)	29,924	29,923
Less Pension Levy	(1,125)	(1,177)
Net Expenditure (Vote 23)	28,799	28,746

1

FEES COLLECTED BY PRA

	2015	2014
	€000	€000
Land Registry Fees	55,761	45,799
Registry of Deeds Fees	1,520	1,206
Ground Rent Fees	69	59
Total Fees	57,350	47,064

STAFF COSTS AND EMPLOYEE NUMBERS

	2015	2014
Staff serving at end of Year	487	502
	€000	€000
Pay	21,527	21,628
Other allowances	101	95
Overtime	247	124
Employer's PRSI	1,258	1,235
Total Staff Costs	23,133	23,082

1

Statement by the Accounting Officer on Internal Financial Control

Responsibility for system of Internal Financial Control

As Accounting Officer, I acknowledge my responsibility for ensuring that an effective system of internal financial control is maintained and operated by the Department/Office.

This responsibility is exercised in the context of the resources available to me and my other obligations as Head of Office. Also, any system of internal financial control can provide only reasonable and not absolute assurance that assets are safeguarded, transactions authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely manner. Maintaining the system of internal financial controls is a continuous process and the system and its effectiveness are kept under ongoing review.

The position in regard to the financial control environment, the framework of administrative procedures, management reporting and internal audit is as follows:

Financial Control Environment

I confirm that a control environment containing the following elements is in place:

- financial responsibilities have been assigned at management level with
- corresponding accountability,
- reporting arrangements have been established at all levels where responsibility for financial management has been assigned,
- formal procedures have been established for reporting significant control failures and ensuring appropriate corrective action,
- there is an Audit Committee to advise me in discharging my responsibilities for the internal financial control system.

Administrative Controls and Management Reporting

I confirm that a framework of administrative procedures and regular management reporting is in place including segregation of duties and a system

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of delegation and accountability and, in particular, that

- there is an appropriate budgeting system with an annual budget which is kept under review by senior management,
- there are regular reviews by senior management of periodic and annual financial reports which indicate financial performance against forecasts,
- a risk management system operates within the Department/Office,
- there are systems aimed at ensuring the security of the ICT systems,
- there are appropriate capital investment control guidelines and formal project management disciplines,
- the Department is compliant with all relevant guidelines regarding procurement and is complying with all circulars relating to the mandatory use of framework agreements and contracts.

Internal Audit

I confirm that the Department/Office has an internal audit function with appropriately trained personnel, which operates in accordance with a written charter which I have approved. Its work is informed by analysis of the financial risks to which the Department/Office is exposed and its annual internal audit plans, approved by me, are based on this analysis. These plans aim to cover the key controls on a rolling basis over a reasonable period. The internal audit function is reviewed periodically by me and by the Audit Committee. I have put procedures in place to ensure that the reports of the internal audit function are followed up.

Frank Treacy

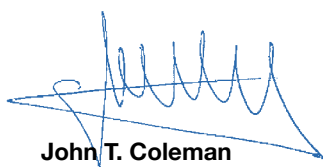
Accounting Officer
Property Registration Authority

Statement by the Chairperson pursuant to the Code of Practice for the Governance of State Bodies

2

As Chairperson I affirm/confirm/certify

- at all appropriate procedures for financial reporting, internal audit, travel, procurement and asset disposals are being carried out
- that Codes of Business Conduct for Directors and Employees have been put in place and adhered to
- that Government policy on the pay of Chief Executives and all State body employees is being complied with
- that Government guidelines on the payment of Directors' fees are being complied with
- that the Guidelines for the Appraisal and Management of Capital Expenditure Proposals in the Public Sector are being complied with
- that Government travel policy requirements are being complied with in all respects, and
- that the code of Practice has been adopted and it is being complied with subject to Authority approval



John T. Coleman

Chairperson

Property Registration Authority

Land Registry Workflow – All Categories

3

TABLE 1

Year	2015	2014	2013
Changes to the register	424,425	381,483	387,123

In line with international practice and to facilitate proper comparisons with other jurisdictions, Table 1 below contains a summary of overall casework activity resulting in actual changes to the land register:

TABLE 2

Application Type	Year	Intake	Output	Cases under query	Work in progress
Applications for Registration	2015	169,873	168,318	9,444	43,240
	2014	140,148	147,020	9,290	42,322
	2013	119,532	141,248	10,190	48,927
Examiners Cases (First Registration)	2015	5,250	4,368	3,870	12,012
	2014	4,500	3,845	3,280	10,978
	2013	3,651	3,568	2,544	7,467
Section 49 cases (Adverse Possession)	2015	677	793	1,270	2,238
	2014	719	843	1,236	2,301
	2013	712	818	1,186	2,277
Prescriptive Easements	2015	536	152	567	960
	2014	474	248	366	839
	2013	391	179	261	613
Ground Rent Applications	2015	894	772	220	930
	2014	732	472	360	808
	2013	736	775	746	2,070
Land Commission Cases	2015	28	35	37	50
	2014	9	99	43	59
	2013	56	132	208	143
Title Plans & Copy Folios	2015	136,861	138,812	2,764	11,654
	2014	117,606	122,958	90	1,925
	2013	98,148	108,872	102	1,928
Scheme Map Approval	2015	1,140	3,891	272	1,317
	2014	353	1,524	264	1,072
	2013	148	282	237	1,079
Copy Instruments	2015	24,114	24,206	2195	245
	2014	19,588	18,894	136	2,278
	2013	10,043	8,672	164	532
Official Map Searches	2015	315	386	0	3
	2014	435	0	0	0
	2013	510	569	0	1

For comparison purposes Table 2 shows the breakdown of the various application types for 2015, 2014 and 2013 at 31st December.

Online Activity

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Much of the information held in the Registries' databases can be accessed online through www.landdirect.ie. This graph represents the activity and services accessed by customers in 2015. For example, it can be seen that over 700,000 folios were inspected or that almost 400,000 searches to identify property titles by address were made.

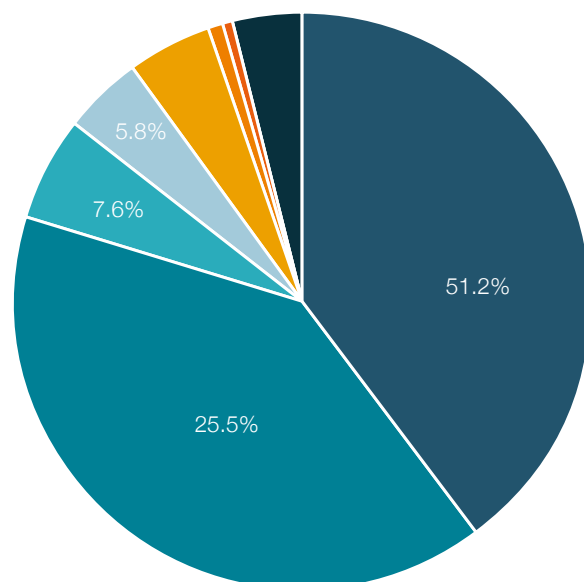


TABLE 3

Activity Type	No. of Events	% of Total
Customer navigates to map/home page	6,205,639	51.19%
Customer clicks on a plan	3,094,712	25.53%
Customer does a search by folio number	921,086	7.60%
Customer views folio	704,552	5.81%
Customer does a search by address	389,740	3.21%
Account holder does a search by Registered Owner	152,764	1.26%
Account holder orders copy folio & map	87,007	0.72%
Non account holder orders copy folio & map	3,506	0.03%
Other events	564,698	4.65%
Total	12,123,704	100%

Grounds Rents Activity

5

Table 4 below summarises the level of activity in relation to the Ground Rents Purchase Scheme operated by the PRA.

TABLE 4

	Year	Intake	Ouput
Arbitration Cases	2015	472	368
	2014	396	269
	2013	418	476
Consent Cases	2015	422	203
	2014	336	299
	2013	318	635
Total	2015	894	772
	2014	732	472
	2013	736	775

Authority Meeting

6

Seven meetings were held during 2015. The number of meetings held during the membership of each Authority Member in 2015 and the number of meetings he/she attended are shown on the following table.

TABLE 5

Members serving in 2015	Meetings held during membership	Total attended
John T. Coleman, Chairperson	7	7
Frank Branigan	2	2
Seamus Carroll	7	5
Liam Daly	7	7
John Fitzgerald	7	7
Deirdre Fox	6	6
Michael Kelly	7	6
Aodhan MacDomhnaill	5	5
Ciara O'Callaghan	7	7
Helen Murray-O'Connor	7	7
Teresa Pilkington	7	6
Yvonne Quinn	6	6

Notes:

- The term of office of Frank Branigan ended during 2015 and Aodhan MacDomhnaill was appointed as Staff Representative.
- The following reappointments were made to the Authority during 2015. Deirdre Fox and Teresa Pilkington.

6

Fees

The annual fee payable to the Members of the PRA for 2015 is in accordance with the rate approved by the Minister for Finance which is currently as follows:

- Chairperson of the Authority: €20,520 per annum and
- Members of the Authority €11,970 per annum. In accordance with Department of Public Expenditure and Reform guidelines no fees were paid to public servants serving on the Authority during 2015.

During 2015

- A total of €104,893 fees were paid to Members of the PRA [in 2014 it was €89,110 and in 2013 it was €89,217]
- In addition €7,482 Travel and Subsistence was paid to the PRA Members [in 2014, it was €3,571 and in 2013 it was €3,433]

Sub-committee meetings

7

Members of the Authority also attended a number of sub-committee meetings during 2015.

TABLE 6

Authority Members	Audit Committee		Drafting the 2016 – 2018 Strategic Plan	
	Meetings		Meetings	
	Held During Membership on the Authority	Attended	Held During Membership on the Authority	Attended
John T. Coleman, Chairperson				
Seamus Carroll			4	3
Liam Daly			4	4
John Fitzgerald	3	3		
Deirdre Fox			4	4
Michael Kelly	4	4		
Helen Murray-O'Connor			4	4

Notes:

- The Audit Committee also includes members who are external to the PRA.
- The sub-committee to prepare the Strategic Plan for 2016 -2018 consisted of four members of the PRA and two members of the PRA's senior management team. The group also carried out its work by conference calls and by e-mail correspondence. The PRA Strategic Plan was published in December 2015.

Membership of the Registration of Deeds and Title Rules Committee

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The Registration of Deeds and Title Rules Committee was established by Section 74 of the Registration of Deeds and Title Act 2006.

Membership of the Committee at year ending 31st December 2015

- The Hon Ms. Justice Marie Baker, Judge of the High Court (Chairperson)
- John T. Coleman, Chairperson of the PRA
- Frank Treacy, Interim Chief Executive of the PRA (Secretary)
- James Dwyer, Senior Counsel, nominated by the Bar Council of Ireland
- Owen M. Binchy, Solicitor, nominated by the Law Society of Ireland

Overview of Energy usage in PRA buildings in 2011 (as required by S.I. 542 of 2009)

9

Overview of Energy Usage in PRA buildings in 2015

The offices of the PRA are based in six different locations. In four of these locations the building is shared with other tenants. The main fuels used are gas and electricity. Wood pellets are used in the Roscommon office.

The total energy usage for the premises occupied by the PRA – including the office located in the Four Courts in chancery Street was:

- 1042.44 MWh of electricity;
- 1775.32 MWh of fossil fuels;
- 325.8 MWh of renewable fuels.

Actions taken in 2015:

- the installation of a Building Management System
- out of hours heating reduced
- used bulbs replaced by lower wattage energy saving bulbs
- timer control switches installed in some areas
- sensor lighting installed in appropriate areas

Actions Planned for 2016

- The Optimising Energy at Work campaign will be operational in all PRA premises.
- Energy awareness sessions will be provided for staff.
- Timer control switches will be installed in PRA premises where possible.

Outreach programme – presentations, seminars and conferences

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TABLE 7

Topic	Group	Speaker
Compulsory First Registration	McCann Fitzgerald, Solicitors The Solicitors Group – Autumn Conference	John Murphy John O'Shea
Determination of Leases	Solicitors CPD	John Murphy
First Registration Based on Adverse Possession	The Solicitors Group – Autumn Conference	John O'Shea
Complex Land Registry Dealings Land Registry and The Drafting of Deeds for Registered Land Land Registry Practice and Procedure	Law Society	Michael Clarke
First Registration Applications – common errors	Dublin Solicitors Bar Association	Áine Ruddy
Change Management in the PRA eDischarges Background to the PRA and landdirect.ie	IPA Dilosk Pepper Asset Management	Carmel O'Shea
eRegistration	Property Updates Forum Griffith College Law Society Chartered Surveyors of Ireland Central Law Training Tipperary Bar Association	Liz Pope
General Mapping Presentation	French Surveying Students Delegation from Cayman Islands Wicklow County Council OPW Property Managers Workshop Chief Justice, Germany DIT Geomatics students ESB Staff (Legal & Technical) Department of the Environment, Community & Local Government Irish Water	Tom Brosnahan
General overview of Land Registration	WIT	Liz Pope
Prescriptive Easements	Law Society Chartered Surveyors of Ireland	Liz Pope

TABLE 7

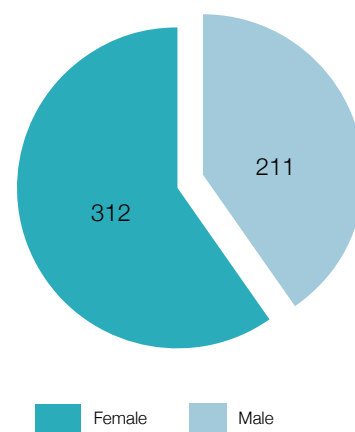
Topic	Group	Speaker
Workforce Planning: Experience within the PRA	Civil Service Workforce Planning Network	Aileen McHugh

HR Statistics

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TABLE 8 GENDER BREAKDOWN (AT END 2015)

Grade	Female	Male
Deputy Registrar	1	3
Chief Examiner of Titles		3
Examiner of Titles	2	4
Corporate Services Manager		1
Financial Controller		1
Human Resources Manager	1	
Assistant Principal	15	10
Higher Executive Officer	26	16
H.E.O. Systems Analyst		2
Executive Officer	101	41
E.O. Jnr. Systems Analyst		1
Staff Officer	9	7
Clerical Officer	121	44
Head Services Officer		2
Services Officer (P/K allowance)		7
Services Officer		2
Head of Mapping		1
Chief Superintendent Mapping		1
Senior Mapping Manager	1	1
Regional Mapping Director	1	7
Superintendent of Mapping	4	9
Examiner in Charge	12	23
Examiner of Maps	18	25
Grand total	312	211
Grand total	59.66%	40.34%





Contacts

The Property Registration Authority was established on 4 November 2006 to manage and control the Land Registry and Registry of Deeds.

Property Registration Authority

Land Registry

Chancery Street, Dublin 7, DX228

Phone: 0761 001610 or 051-303000

Public Office Open: 10.30am-4.30pm

Cork Road, Waterford, DX 44090

Phone: 0761 001610 or 051-303000

Public Office Open: 10.30am-4.30pm

Golf Links Road, Roscommon, DX 90014

Phone: 0761 001610 or 051-303000

Public Office Open: 10.30am-4.30pm

Registry of Deeds

Henrietta Street, Dublin 1, DX 199

Phone: 0761 001610 or 051-303000

Public Office Open: 10.00am-4.30pm

Ground Rents

Chancery Street, Dublin 7, DX 228

Phone: 0761 001610 or 051-303000

Public Office Open: 10.30am-4.30pm

www.prai.ie

The English language version is the original text of this report

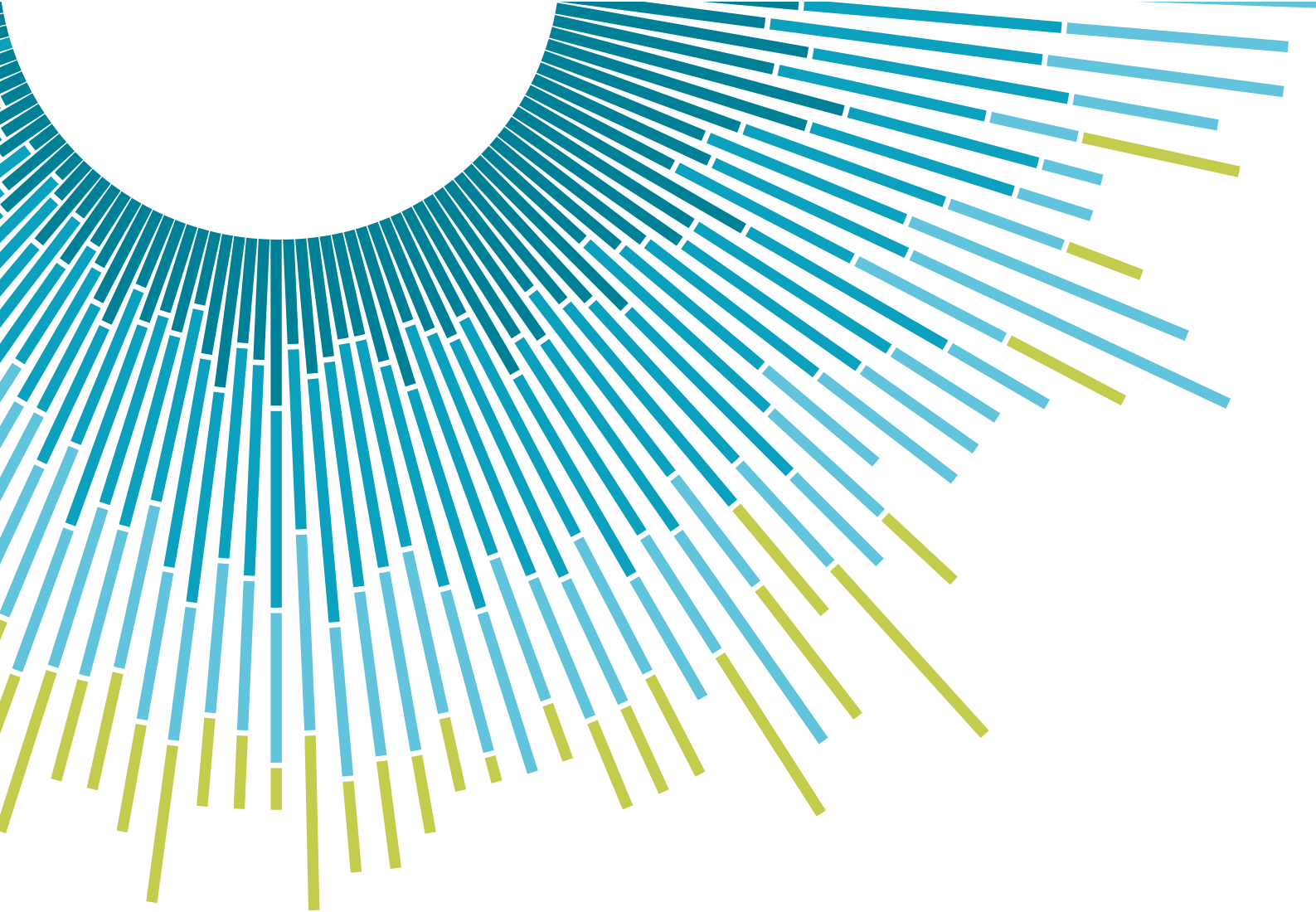
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An tÚdarás Clárúcháin Maoine
The Property Registration Authority