



An Roinn Dlí agus Cirt
agus Comhionannais
Department of Justice
and Equality

CRIMINAL
ASSETS
BUREAU

Department of Justice and Equality

Criminal Assets Bureau

**Performance Delivery Agreement
2020**

1. Background and context

1.1 Objectives of this Agreement

The purpose of this Performance Delivery Agreement (PDA) is to formalise the process through which the principal outputs and outcomes required from the Criminal Assets Bureau in 2020 (in the context of the resource inputs provided) can be defined and measured. The ongoing supports that the Department will provide to the Bureau in this regard, and the mechanisms for monitoring and appraisal of performance, form part of the overall governance arrangements between the two parties and as such are set out in the separate but complementary Oversight Agreement 2020-22.

1.2 Inputs

1.2.1 Financial Inputs

The Bureau's budgetary allocation for 2020 is as follows:

Pay	€7,389,000
Non-Pay	€1,701,000
Total	€9,090,000

1.2.2 Staffing Resources

The following table sets out the Bureau's sanctioned staffing levels as at 1st January 2020:

Garda members	47
Officers of the Revenue Commissioners	17
Officers of the Department of Employment Affairs & Social Protection	8
Bureau Legal Officer	1
Staff of the Department of Justice and Equality (<i>forensic analysts, financial analysts, administrative staff</i>)	20
Total	93

As at 1st January 2020, the Bureau had the following 8 vacancies:

- 3 x Detective Sergeant (AGS)
- 2 x HEO (D/EASP)
- 2 x EO(IT) (D/JE)
- 1 x Forensic Accountant (PAS)

2. Performance Targets and Indicators

2.1 Key targets and indicators for 2020

The following are the key output targets/performance indicators which will be used in 2020 to assess the extent to which the Bureau is performing efficiently and effectively. Each target/indicator is aligned with a specific strategic goal under the Bureau's Strategic Plan 2020-23.

Output area or initiative	Target/ Performance Indicator	Associated strategic goal	Corresponding outputs (where applicable) in previous years
Proceeds of Crime	30 new Proceeds of Crime Orders to be submitted to and granted by the High Court	<i>Identifying assets derived from criminal conduct</i> <i>Depriving and denying persons the benefits of criminal conduct</i>	2019: 31 2018: 30 2017: 28
Tax	Complete tax assessments on 42 targets Collect €2m in tax	<i>Identifying assets derived from criminal conduct</i> <i>Depriving and denying persons the benefits of criminal conduct</i>	2019: 49 2018: 41 2017: 37 2019: €1.862m 2018: €3.097m 2017: €2.374m
Social Welfare	Recover €325,000 in social welfare payments Identify €1.6m in overpayments	<i>Identifying assets derived from criminal conduct</i> <i>Depriving and denying persons the benefits of criminal conduct</i>	2019: €322,400 2018: €323,094 2017: €319,720 2019: €1,570,861 2018: €1,554,081 2017: €1,585,474
Training and Development	Have the accredited Post-Graduate Diploma in Proceeds of Crime Investigation, Asset Identification, Seizure, Confiscation and Recovery commenced at University of Limerick by September with 15 participants Complete two Asset Profiler training courses by Q2 and Q4 respectively, with 100 trainees overall	<i>Developing our human, legislative and other resources</i>	2019: 110 trainees 2018: 106 trainees 2017: 113 trainees
Exchanging information, cooperating and conducting joint investigations with international law enforcement partners	Participate in the two Joint Investigation Teams established in 2019 and participate in any new Joint Investigation Teams established in 2020, where appropriate Participate in the three organised and cross jurisdictional financial crime investigations already established and participate in new organised and cross-	<i>Working with our national and international stakeholders</i>	

	jurisdictional financial crime investigations under the Joint Agency Task Force established as part of 'A Fresh Start', the Stormont Agreement and Implementation Plan (2015)		
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2.2 Main risks to achievement of targets

The main potential risks to achievement of the targets set out in this Agreement, and the corresponding mitigation measures, are as follows:


- The Bureau's ability to deliver on targets and operations is predicated on maintaining its full complement of officers and staff. The multi-disciplinary composition of the Bureau, with different contracts and durations of assignment, requires the cooperation and support of a number of other organisations. As vacancies can take considerable time to fill, the Bureau has contingencies in place to ensure service continuity pending permanent replacements. The Bureau can where necessary seek the secondment of temporary staff from An Garda Síochána to assist with special projects and investigations and can also provide overtime hours to relevant Bureau staff, where necessary, to mitigate the shortfall.
- The continued co-location and adequate resourcing of the Criminal Assets Section ("CAS") of the Chief State Solicitor's Office is also essential to the delivery of the Bureau's targets. Engagement with the Chief State Solicitor is taking place with a view to ensuring that the resourcing of CAS is sufficient to keep pace with anticipated demand.
- Following The 'IT Audit & Risk Assessment Report' issued by Mazars in January 2019, the Bureau has worked to introduce an inclusive and robust Disaster Recovery Plan. This Plan will see a methodical test procedure introduced as a standing item of governance on the quarterly meetings of the Audit & Risk Committee. The Plan incorporates the Forensic Recovery of Evidential Data (FRED) Laboratory. Both are essential to the security and operation of the Bureau.

2.3 Amendment of targets

In exceptional circumstances it may become necessary to amend agreed performance/ service targets over the course of this PDA (e.g. as a result of significant changes in Government/Ministerial priorities, legislation, operating conditions and/or broader political, economic, financial or related factors). Where either party considers that amendments to any target may be necessary, they shall raise the matter with the other party without delay with a view to agreeing any appropriate changes as soon as practicable.


3. Duration and signatories to the Agreement

John O'Callaghan, Head of Criminal Justice Governance, Department of Justice and Equality and Pat Clavin, Chief Bureau Officer, Criminal Assets Bureau, agree that this Performance Delivery Agreement shall be in effect from the date signed hereunder until 31st December 2020.



John O'Callaghan
Head of Criminal Justice Governance
Department of Justice and Equality

Date: 29/1/20



Pat Clavin
Chief Bureau Officer
Criminal Assets Bureau

Date: 29/1/2020