



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



Department of Justice and Equality

Forensic Science Ireland

Performance Delivery Agreement 2020

1. Background and context

1.1 Objectives of this Agreement

The purpose of this Performance Delivery Agreement (PDA) is to identify the key outputs and outcomes required from FSI in 2020 (in the context of the resource inputs provided) and how these can be measured. The ongoing supports that the Department will provide to FSI in this regard, and the mechanisms for monitoring and appraisal of performance, form part of the overall governance arrangements between the two parties and are set out in the separate but complementary Oversight Agreement 2020-22.

1.2 Inputs

1.2.1 Financial Inputs:

The following table summarises FSI's budget allocation for 2020:

Expenditure area	Allocation
Pay	€11.974m
Non-Pay	€ 5.466m
Capital	€39.551m
Deferred Capital	€ -
TOTAL	€56.991m

1.2.2 Staffing Resources

The following table sets out the FSI's (a) authorised and (b) actual staffing levels as at 1st June 2020. These figures include 24 Garda Síochána personnel seconded to FSI on foot of the transfer of services in Fingerprints, Documents & Handwriting, and Case Return from the Garda Technical Bureau.

Grade	Authorised	Actual
Director-General	1	1
Deputy Director	5	5
Assistant Principal Officer	0	0
Higher Executive Officer	3	4
Executive Officer	19	19
Clerical Officer	15	13
Forensic Scientist Grade 1	15	15
Forensic Scientist Grade 2	41	41
Forensic Scientist Grade 3	50	41
Analyst/ Senior Lab Analyst	23	22
D/Inspector (seconded)	2	1
D/Sergeant (seconded)	11	4
D/Gardaí (seconded)	12	17
Gardaí (seconded)	3	2
TOTAL	200	185

2. Performance Targets and Indicators

2.1 Key targets and indicators for 2020

The following are the principal performance targets and indicators which will be used in 2020 to assess the extent to which FSI is fulfilling its key mandate and core functions:

Output area or initiative	2019 baseline figure(s) (where applicable)	Associated strategic objective
Meet the commitments set out in the relevant tables under sections 3.2 and 3.3 of the service level agreement between FSI and An Garda Síochána.	16,200 cases reported in 2019 (Does not include Fingerprints and Documents & Handwriting)	1.3 Maximise the impact and effectiveness of resources to the Justice System and to society.
Expand to 6 the number of states with Prum connectivity for DNA profiles	1 state (Austria) with connectivity at end 2019	1.5 Expand number of member states with active Prum connectivity and exchange to all participating countries.
Develop transition milestones and schedule for move to new laboratory at Backweston	Tenders awarded by end 2019	5.1 Complete the transfer of FSI to a new fit for purpose facility on the Backweston scientific campus with fully operational services in place.
Progress the integration of services transferred from the Garda Technical Bureau. First AFIS fingerprint comparison reports issued by a scientist in 2020.	Fingerprints, Documents & Handwriting, and Case Return transferred to FSI 2/12/2019.	1.1 Effectively integrate the laboratory-based disciplines of the Garda National Technical Bureau into Forensic Science Ireland.
Maintain ISO 17025 accreditation and extend scope through annual audit	Accreditation status maintained in 2019 – areas for extension of scope in 2020 to be determined.	4.1 Maintain a robust quality-focused forensic science service.
Establish with the Department a new operating model for IT support	Due to increased staff numbers, growing service demand, and the number of key IT projects underway or planned, the current IT model requires additional support.	2.2 Further upgrading of ICT systems to be on a par with other ENFSI laboratories and government departments and agencies.
Issue periodic drugs intelligence updates to An Garda Síochána	These updates have not been issued for some years due to backlogs in the drugs area, which are now under control.	1.7 Increase the focus on intelligence based services, especially in the area of drug trends and patterns impacting Ireland.

2.2 Main risks to achievement of targets

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


Risk	Mitigation measures
Output falls short of demand owing to demand/capacity mismatch	SLA prioritisation and explicit active demand management Staffing and training investment
Service Disruption or Suspension	New laboratory facility (2022) Escalated response from facilities management (interim). New generator for FSI Response plan for outages (use of UPS etc.)
Full or partial loss of accreditation scope due to high backlogs	Increased staff and on-going process improvements in FSI. Focus on staffing, training & capacity to bridge some of the gap. Workforce plan revision (Q3'19)
AFIS fitness for purpose	Short-term and long-term support of AFIS system AFIS future scoping

2.3 Amendment of targets

In exceptional circumstances it may become necessary to amend agreed performance/ service targets over the lifetime 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 Chris Enright, Director General, Forensic Science Ireland, agree that this Performance Delivery Agreement shall be in effect from the date hereunder until 31st December 2020.


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


Chris Enright
Director General
Forensic Science Ireland

Date: 16th June 2020