



An Roinn Dlí agus Cirt  
Department of Justice



**Department of Justice**

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**Forensic Science Ireland**

**Performance Delivery Agreement 2021**

## **1. Background and context**

### **1.1 Objectives of this Agreement**

The purpose of this Agreement is to define, in the context of the resource inputs provided, the targets by which the performance of Forensic Science Ireland (FSI) will be measured in 2021. The ongoing supports that the Department of Justice will provide to FSI in this regard, and the mechanisms for monitoring and appraising 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 following table summarises FSI's budget allocation for 2021:

<b>Expenditure area</b>	<b>Allocation</b>
Pay	€13.294m
Non-Pay	€ 8.566m
Capital	€50.870m
Deferred Capital	€ 3.9m
<b>TOTAL</b>	<b>€76.63m</b>

#### *1.2.2 Staffing Resources*

The following table sets out the FSI's (a) authorised and (b) actual staffing levels as at 1st March 2021. These figures include 20 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.

<b>Grade</b>	<b>Authorised</b>	<b>Actual</b>
Director-General	1	1
Deputy Director	5	5
Assistant Principal Officer	0	0
Higher Executive Officer	4	4
Executive Officer	23	23
Clerical Officer	12	12
Forensic Scientist Grade 1	16	16
Forensic Scientist Grade 2	51	38
Forensic Scientist Grade 3	50	51
Analyst/ Senior Lab Analyst	30	21
D/Inspector (seconded)	2	2
D/Sergeant (seconded)	11	10
D/Gardaí (seconded)	12	7
Gardaí (seconded)	3	1
<b>Total</b>	<b>220</b>	<b>191</b>

## 2. Performance Targets and Indicators

The following are the principal targets that will be referenced in 2021 to assess FSI's efficiency and productivity in using the resources allocated to it.

### 2.1 Quantitative targets

Output area or initiative	Metric	Associated strategic objective*	2021 Target	2020 Target	2020 Outturn	2019 Target	2019 Outturn
GNTB Merger	Number of Technical Bureau cases or Match Requests assisted by FSI staff	<sup>1</sup> 6.1	4,000	≥ 1000	2,342	≥ 50	111
Chemical analysis	Number of complex drugs/toxicology cases reported	<sup>2</sup> 1.2	6,000	5,500	5,264	5,000	5,555
DNA - Identifications	Number of missing person case investigations or body identifications	1.2	80	50	>80	20	20
DNA – Information sharing	Number of Member States with active Prüm connectivity & exchange	<sup>3</sup> 1.5	10	6	8	4	1
Case reports under Service Level Agreement between FSI and An Garda Síochána	Total FSI cases reported	<sup>4</sup> 1.3	22,042	20,000	22,042	15,070**	16,094**

\* FSI Strategic Plan 2019-22

\*\* Does not include fingerprints, documents and handwriting as these services were not merged with FSI until December 2019.

<sup>1</sup> Strategic Plan 6.1: Effectively integrate the laboratory-based disciplines of the Garda National Technical Bureau into FSI.

<sup>2</sup> Strategic Plan 1.2: Increase the capacity of services offered today, through a focus on instrumentation, automation, process improvement, productivity and staffing.

<sup>3</sup> Strategic Plan 1.5: Expand number of member states with active Prüm connectivity and exchange to all participating countries.

<sup>4</sup> Strategic Goal 1.3: Maximise the impact and effectiveness of resources to the Justice System and to society.

## 2.2 Other targets

Output area or initiative	Target	Associated strategic objective
Develop a cohesive transition plan for Backweston that integrates workflows, layout, staffing and service delivery plans.	Transition plan drafted and key elements aligned with stakeholders by end Q4.	Fit-for-purpose environment
Stabilise and improve ICT systems within FSI, by developing a new operating model (with MOU, SLA) and progressing some key improvement projects. This includes domain collapse, AFIS stabilisation, new Hamilton App.	Project milestones met throughout 2021, including MOU and domain collapse completed by Q3.	Science Technology and Innovation
Maintain accreditation to ISO:2017 17025 Quality Standard in a dynamic environment.	Successful interim accreditation assessments (e.g. for new temporary facility)	Quality Systems

## 2.3 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 in place, are as follows:

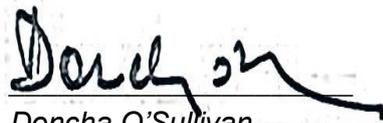
Risk	Mitigation measures
Covid-19 pandemic creates a risk to Health & Safety of Staff and constrains service delivery	Prevention and control measures in place, response team in place, protocols and response plans developed Remote working protocols developed, occupancy has been optimised and work patterns developed Service priorities have been communicated; will need on-going engagement with AGS to prioritise and agree expectations Continue to share plans and best practices across the justice sector
Output falls short of demand owing to demand/capacity mismatch	SLA prioritisation and explicit active demand management Staffing and training investment; business case for demand-driven investments
Service Disruption or suspension due to facilities fault or issue	Ensure development of new laboratory facility maintains schedule (2022) Escalated response from facilities management (interim) Response plan for outages (use of UPS etc.)
AFIS stability issues leading to service disruption to fingerprint service	Influence progression of Stabilisation project Support future scoping of long term AFIS system development

## **2.4 Amendment of targets**

In exceptional circumstances it may become necessary to amend one or more targets over the course of this PDA. Where either party believes this may be necessary, they shall consult with the other party with a view to agreeing any appropriate changes as soon as practicable.

## **3. Duration and signatories to the Agreement**

Doncha O'Sullivan, Assistant Secretary, Department of Justice, and Chris Enright, Director General, Forensic Science Ireland, affirm that this Agreement shall be in effect from the date hereunder until 31st December 2021.



*Doncha O'Sullivan*  
*Assistant Secretary*  
*Department of Justice*



*Chris Enright*  
*Director General*  
*Forensic Science Ireland*

**Date: 18th March 2021**