



NSW POLICE FORCE
STATE CRIME COMMAND
Terms of Reference



Version 2 – 02/04/2013

CASE TITLE: Review into the death of Scott Johnson (UHT)
 STRIKE FORCE: MACNAMIR
 SCC C.O.R.D.S: 2013-0100 WBS: STA-SCC-STF.01.01485

To: **Detective Chief Inspector Pamela Young INVESTIGATION SUPERVISOR**
 Detective Sergeant Penelope Brown OFFICER IN CHARGE

You are appointed with the assigned roles to a strike force code named 'MACNAMIR' with the following Terms of Reference: -

- a). To review and re-investigate the circumstances of the death of Scott Johnson whose body was found at North Head, Manly, on the 10 December 1988.

INVESTIGATION DIRECTIVES

Within 14 days of receiving these Terms of Reference, you are to contact the Manager, State Crime Command, (SCC) Legal Section or his representative on [REDACTED] to arrange for an initial legal conference.

a) **STAFF**

You are to lead an investigative team as nominated by the Commander Homicide Squad and approved by the Director, Serious Crime Directorate. You are to ensure that each team member has their roles clearly defined within the e@gle-i resource list; This list is to be regularly updated.

b) **REPORTING**

Your first Progress Report is due to the Director by 12/03/2013. Subsequent reports will be submitted monthly and will form the basis for a monthly review of the investigation. Any changes to status, staff or resources shall be noted in this Progress Report.

THE FOLLOWING STAFF RESPONSIBILITIES/DUTIES AND PROCEDURES WILL BE ADHERED TO DURING THIS INVESTIGATION:

1. Detective Chief Inspector Pamela Young will be the Investigation Supervisor and will assume the role of Investigation Supervisor on e@gle i.
2. Detective Sergeant Penelope Brown will be the Officer in Charge (OIC) of the investigation. During the course of the investigation the OIC, in consultation with the Investigation

Supervisor or a representative nominated by the Detective Superintendent, Homicide Squad, will be accountable for operational and administrative decisions (i.e. deployment of staff, reports, diaries etc).

3. As the OIC Detective Sergeant Penelope Brown will be responsible for the timely and professional submission of the brief of evidence.
4. Will be conducted in accordance with the Police 'Code of Conduct and Ethics'. Any information concerning corrupt and/or unethical conduct, including conflicts of interest, whether involving your staff or others, will be reported in writing immediately to the Director, Serious Crime Directorate and the Professional Standards Manager, SCC.
5. All information in this major crime investigation is to be recorded in a comprehensive manner, and at the first available opportunity. It is equally the role of the Officer in Charge of the investigation, the Investigation Supervisor, and the overall Commander or Manager, to ensure that both comprehensive and timely information management occurs throughout the life of the Strike Force.
6. Utilise e@gle.i for information management purposes. You are to ensure that these Terms of Reference and any Investigation Agreement are included in e@gle.i. In addition, utilise COPS for intelligence/case management purposes and ensure all arrests, incidents and intelligence reports are recorded in the appropriate manner on COPS.
7. Utilise vehicle/s strictly in accordance with the NSW Police Handbook.
8. Be located at Homicide Squad – UHT or premises as required.

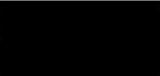
This phase of the investigation commenced on the 11/02/2013.

YOU WILL:


1. Ensure that corruption prevention risk management strategies, including informant management practices, are established, effectively implemented and documented, communicated clearly to staff members and continually monitored and evaluated. Identified risks will be addressed immediately and corrective action recorded.
2. Clearly communicate to all members of the investigation team that when they identify:
 - (a) corrupt or improper conduct on the part of team members and/or
 - (b) improper associations between police, including former police, and criminals and/or persons of interest to the investigation,
 to immediately notify you in writing of that corrupt and/or improper conduct or association. You will immediately notify in writing the Director, Serious Crime Directorate and the Professional Standards Manager, SCC, of that corrupt and/or improper conduct or association. All action taken by you must be documented.
3. Ensure that all appointments (firearms, oleoresin capsicum spray, etc) issued to members of the investigation team are used, stored and maintained in accordance with Police handbook.

4. Ensure appropriate confidentiality is maintained.
5. Ensure that if, during the course of any approved Strike Force, the assistance of the NSW Crime Commission is sought, a copy of the appropriate Crime Commission Reference (Notice) is provided to Crime Directorates Support – Serious Crime Directorate for inclusion in the SCC file AFTER the Squad Commander AND the Investigation Supervisor has personally satisfied him/her self that the investigation being undertaken PROPERLY falls within the terms of said Reference.
6. Immediately provide the Detective Superintendent, Homicide Squad or an appointed representative with a copy of these 'Terms of Reference'.
7. Regularly report to the Detective Superintendent, Homicide Squad or the appointed representative, by way of situation report, progress report and verbally as required.
8. Address any positive and negative aspects of the investigation in the monthly reports if urgency or impact does not require immediate notification to the Detective Superintendent Homicide Squad or the appointed representative.
9. Provide a comprehensive operational assessment at the completion of your involvement in the investigation.

You are required to read and acknowledge that you understand this document by signing hereunder.

Signature: 

John Kerlatec APM
 Detective A/Chief Superintendent
 Serious Crime Directorate
 State Crime Command
2 14 13

Signature: 

Pamela Young
 Detective Chief Inspector
 Investigation Supervisor (S/F MACNAMIR)
 State Crime Command
5 14 2013



Penelope Brown
 Detective Sergeant
 Officer in Charge (S/F MACNAMIR)
 State Crime Command
5 14 2013