Role Description
Senior Investigator, Inspections & Monitoring

Role Description Fields	Details
Department/Agency	Law Enforcement Conduct Commission
Division/Branch/Unit	Oversight Division
Role number	TBC
Classification/Grade/Band	Clerk Grade 9/10
Senior executive work level standards	Not Applicable
OSCA Code	599599
PCAT Code	1339192
Date of Approval	23 October 2026
Agency Website	www.lecc.nsw.gov.au

Agency overview

The Law Enforcement Conduct Commission (LECC) is an independent body exercising royal commission powers to detect, investigate and expose serious misconduct within the NSW Police Force and the NSW Crime Commission. The LECC also independently monitors and reviews (including real time monitoring and review where necessary) investigations of complaints by the NSW Police Force and the NSW Crime Commission about the conduct of their officers. In doing so the LECC recognises the primary responsibility of those agencies to investigate and prevent officer misconduct and corruption within those agencies, while providing for oversight of those functions.

The LECC works collaboratively with the NSW Police Force and the NSW Crime Commission to educate and promote the prevention and elimination of officer misconduct, particularly through the identification of systemic issues that are likely to be conducive to the occurrence of officer misconduct and corruption. The LECC also undertakes independent, real-time monitoring of critical incident investigations undertaken by the NSW Police Force and can make reports on the conduct of critical incident investigations by the NSW Police Force.

The LECC plays a key role in strengthening the integrity of law enforcement in NSW.

Primary purpose of the role

The Inspections and Monitoring team is part of the Oversight division, responsible for keeping under scrutiny the misconduct systems and processes established by the NSW Police Force and the NSW Crime Commission, for dealing with misconduct matters. In addition, the team is responsible for keeping under scrutiny the NSWCC exercise of powers under the Crime and Other Legislation Amendment (Further Organised Crime Reforms) Act 2026 (NSW) in relation to organised crime offence summonses and preparing annual reports in relation to the exercise of these powers by the NSWCC.

The role is also responsible for conducting inspections and real-time monitoring of complex and

sensitive misconduct investigations conducted by the NSW Police Force and the NSW Crime Commission. This includes determining whether the investigative processes undertaken by those agencies are legally and procedurally sound, and that the outcomes of the investigation are objective and supported by evidence.

The role works collaboratively with other teams in the LECC to ensure that the NSW Police Force and NSW Crime Commission have effective systems for the identification and management of misconduct, and where necessary produces a report and makes recommendations to improve those systems.

Key accountabilities

- Conduct inspections of the complaints handling systems and misconduct management processes used by the NSW Police Force and NSW Crime Commission
- Conduct inspections and prepare reports in relation to the NSWCC use of powers under the Crime and Other Legislation Amendment (Further Organised Crime Reforms) Act 2026 (NSW)
- Effectively manage staff, ensuring the team has a positive work culture and ensuring that individual outputs are met.
- Engage with NSW Police Force and NSW Crime Commission employees in undertaking Commission inspections functions.
- Real-time monitor misconduct investigations conducted by the NSW Police Force and Crime Commission to ensure legally justifiable and procedurally fair outcomes.
- Prepare publications for the Oversight Division, including inspection reports, Strategic Operations Committee reports, annual reports, and special reports to Parliament.
- Provide technical support and expertise in relation to the investigation of misconduct matters.
- Work collaboratively with other sections of the LECC to ensure the work of the Oversight Division is appropriately undertaken and consistent with the LECC's strategic objectives.

Key challenges

- Develop and maintain effective and innovative inspection processes that can deliver on the Commission's strategic and corporate objectives.
- Design, implement and deliver an effective inspection framework in accordance with section 32 of the Law Enforcement Conduct Commission Act 2016 (NSW).
- Design, implement and deliver an effective inspection framework to keep under scrutiny the NSWCC's exercise of powers under the Crime and Other Legislation Amendment (Further Organised Crime Reforms) Act 2026 (NSW).
- Engage with and manage communications with various internal and external parties in the face of sometimes conflicting expectations, goals, and perspectives.
- Manage complex and sensitive issues and provide informed advice and solutions often within short time frames.
- Make decisions on complex and significant matters underpinned by multiple pieces of legislation, policies and procedures, to ensure recommendations and decisions are correct, legally defensible and deliver fair outcomes.

Key relationships

Internal

Who	Why
Director Investigations - Oversight	• Strategic decision making
Manager, Assessments and Inspections	• Progress of day-to-day work • Determining inspection priorities • Assessing cases, case direction and broad priorities
Other team members	• Oversight and supervise day-to-day work • Provide mentoring, advice and support • Share oversight investigation related information
Other Oversight Division members	• Collaborate and share case and other work related information • Provide and receive advice and support
Other LECC Colleagues	• Collaborate and share project and other relevant work related information • Provide and receive advice and support

External

Who	Why
NSW Police Force	• Engagement on inspection projects • Collaborate to share and exchange information
Other Like Agencies (i.e., ICAC)	• Engagement on inspection projects • Collaborate to share and exchange information
Non-government entities	• Investigation and research related purposes
Other key stakeholders/general public	• Information and evidence gathering purposes

Role dimensions

Decision making

The Senior Investigator, Compliance and Monitoring has an important role in making decisions around the selection of inspection and compliance topics, as well as providing advice to the Commission on the handling of misconduct matters by the NSW Police Force and NSW Crime Commission and the use of other powers associated with the Crime and Other Legislation Amendment (Further Organised Crime Reforms) Act 2026 by the NSW Crime Commission.
The Senior Investigator, in consultation with the Manager Assessments and Inspections is required to make timely, sound decisions based on knowledge, experience and judgment on matters relating to their day-to-day monitoring and compliance functions including the leading and supervision of resources.

Reporting line

This role reports directly to the Manager Assessments and Inspections

Direct reports

The role will have Clerk 7/8 direct reports.

Budget/Expenditure

As per approved delegated authority

Key knowledge and experience

- Demonstrated knowledge and practical understanding of Law Enforcement policy, practice, procedures and culture.
- Demonstrated superior attention to detail and the ability to apply legislative provisions, policy frameworks and relevant legal concepts to real case scenarios.
- Demonstrated high level oral and written English communication skills and the proven ability to communicate effectively with high level management staff.
- The ability to lead, mentor and supervise staff and to promote positive team dynamics to achieve organisational goals.
- Certificate IV or Diploma in Government Investigations (desirable).

Essential requirements

- Tertiary qualifications in a relevant discipline or demonstrated equivalent relevant professional experience.
- A probity assessment to establish reliability, trustworthiness, integrity and suitability of employment. In addition,
- LECC officers are also required to obtain and retain a commonwealth security clearance, with the Senior Investigator, Monitoring & Compliance requiring clearance at NV1 level. The LECC will facilitate the process to obtain this clearance level for the role holder within six months of appointment.

Capabilities for the role

The NSW public sector capability framework describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

The capabilities are separated into **focus capabilities** and **complementary capabilities**.

Focus capabilities

Focus capabilities are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

Capability group/sets	Capability name	Behavioural indicators	Level
 Personal Attributes	**Act with Integrity** Be ethical and professional, and uphold and promote the public sector values	• Model the highest standards of ethical and professional behaviour and encourage others to do the same • Set an example for others to follow by representing your organisation in an honest, ethical and professional way • Promote a culture of integrity and professionalism within your organisation and when dealing with external organisations • Reinforce and monitor the use of ethical practices, standards and systems • Promote practices and systems that create a workplace culture that values high ethical standards and behaviour	Advanced
 Relationships	**Communicate Effectively** Communicate clearly, pay attention to others and respond with understanding and respect	• Tailor communication to suit the needs, backgrounds and perspectives of diverse audiences and address barriers to participation • Clearly explain complex ideas and arguments to individuals and groups • Create opportunities for others to contribute • Share information with other teams and business units to enable informed decision-making • Write clearly and concisely in a range of styles and formats • Use contemporary communication channels to share information, engage and interact with diverse audiences • Pay attention and encourage others to express their views	Adept
 Relationships	**Work Collaboratively** Collaborate with others and value their contribution	• Encourage a workplace culture that values collaboration • Communicate with other teams to improve information sharing • Share lessons learned with other teams and business units • Identify opportunities to collaborate with stakeholders, including people with lived experience, to develop better processes and solutions • Actively use digital information platforms, collaboration tools and other digital technologies to share information and work	Adept

Capability group/sets	Capability name	Behavioural indicators	Level
		with diverse audiences to solve problems and improve services • Consider diverse cultural perspectives to provide insights into collaborative work	
 Results	**Think and Solve Problems** Think, analyse and consider the broader context to develop practical solutions	• Undertake objective, critical analysis to reach accurate conclusions that recognise and manage contextual issues • Work through issues, weigh up alternatives and identify the most effective solutions in collaboration with others • Consider the wider business context when thinking about options to resolve issues • Explore a range of possibilities and creative alternatives to improve systems, processes and business practices • Put systems and processes in place that are supported by high-quality research and analysis • Look for opportunities to design innovative solutions to meet customers' needs and service demands • Evaluate the performance and effectiveness of services, policies and programs against clear criteria	Advanced
 Results	**Demonstrate Accountability** Be proactive and responsible for your actions, and follow legislation, policy and guidelines	• Assess work outcomes, and identify and share what you learnt to inform future actions • Ensure your own and others' actions focus on achieving organisational goals • Exercise delegations responsibly • Understand and apply high standards of financial probity with public money and other resources • Identify and implement safe work practices, taking a systematic risk management approach to ensure your own and others' health and safety • Conduct and report on quality control audits • Identify and mitigate risks to achieving goals • Consider data security, ethics and privacy in decision making	Adept

Capability group/sets	Capability name	Behavioural indicators	Level
 Business Enablers	**Technology** Understand and use available technology to maximise efficiencies and effectiveness	• Identify opportunities to collaborate using a range of technologies • Monitor compliance with policies for cyber security and acceptable technology use • Identify and evaluate how technology supports business strategies and objectives, raising concerns where outputs may be inappropriate • Monitor compliance with your organisation's records, information and knowledge management requirements • Check that outputs from systems and digital tools support objectives and meet expected standards	Adept
 People Management	**Manage and Develop People** Engage with and motivate staff, and develop their capability and potential	• Define and clearly communicate roles, responsibilities and performance standards to achieve team outcomes • Adjust performance development processes to meet the diverse abilities and needs of individuals and teams • Develop work plans that consider capability, strengths and opportunities for development • Be aware of the effects of bias when managing team members • Seek feedback about your management capabilities and develop strategies to improve on them • Address and resolve team and individual performance issues, including unsatisfactory performance, promptly and effectively • Monitor and report on team performance in line with established performance development frameworks • Develop positive relationships to ensure cultural safety and trust between team members	Adept

Complementary capabilities

Complementary capabilities are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identify performance required for the role and development opportunities.

Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes, however, may be relevant for future career development.

Capability group/sets	Capability name	Description	Level
 Personal Attributes	**Display Resilience and Courage**	Be open and honest, prepared to express your views, and willing to accept and commit to change	Adept
 Personal Attributes	**Manage Self**	Be persistent, self-reflect and commit to learning	Adept
 Personal Attributes	**Value Diversity and Inclusion**	Be inclusive and respect diverse backgrounds, experiences and perspectives	Intermediate
 Relationships	**Commit to Customer Service**	Provide customer-focused services in line with public sector and organisational objectives	Intermediate
 Relationships	**Influence and Negotiate**	Gain consensus and commitment from others, and resolve issues and conflicts	Adept
 Results	**Deliver Results**	Achieve results by using resources efficiently and committing to quality outcomes	Intermediate
 Results	**Plan and Prioritise**	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Adept

Capability group/sets	Capability name	Description	Level
 Business Enablers	**Finance**	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
 Business Enablers	**Procurement and Contract Management**	Understand and use procurement processes to ensure effective purchasing and contract performance	Intermediate
 Business Enablers	**Project Management**	Understand and use effective ways to plan, coordinate and control projects	Adept
 People Management	**Inspire Direction and Purpose**	Communicate goals, priorities and vision, and recognise achievements	Intermediate
 People Management	**Optimise Business Outcomes**	Manage people and resources effectively to achieve public value	Intermediate
 People Management	**Manage Reform and Change**	Support and champion change, and help others to engage with change	Intermediate