

15 June 2026

Land Services Program Guidelines

Background

The Land Services Program (LSP) is an established program developed to build capacity, promote innovation, and facilitate practice change for land managers in the Western Local Land Services region. It incorporates the areas of agricultural production, business skills, natural resource management and biosecurity within a whole farm planning framework.

The LSP is delivered using coordinated technical workshops, case officer support, guidance by mentors and access to external training opportunities. It aims to promote and develop resilient, productive and profitable rural businesses that improve landscape health.

Expressions of Interest are now open for the current LSP intake. Successful applicants will participate in the program from 1 August 2026 to 30 June 2028.

Impact

Year 1: Participants complete a series of workshops that will give them a holistic view of their property and allow them to identify areas of improvement to work towards throughout the program.

The workshops are based on the following topics:

- Human Factors
- Financial benchmarking
- Asset stocktake
- Action plan

Year 2: Participants will be supported to implement improvements, receiving a \$10,000 allocation for training and mentoring opportunities, as well as ongoing case officer support and guidance from Local Land Services.

Following the completion of the first year of workshops, participants will be able to nominate priority training activities to utilise their \$10,000 training allocation. Participatory businesses may apply for training activity/ies to the combined value of \$10,000 (excluding GST) total per participating business. Training may be undertaken between 1 July 2027 and 30 June 2028. Activities conducted outside the stated period will be ineligible.

Objectives

The two-year program is designed to help Western region land managers (participants) set and reach their individual goals for their farming operation through training opportunities and one-on-one support specific to their property and aspirations.

Key Dates

Applications open	Tuesday 23 June 2026
Applications close	11.59pm Sunday 19 July 2026
Assessment process	Applications will be assessed by a panel consisting of technical experts and project staff.
Outcomes of applications	Applicants will be notified of the outcome within 30 days of the closing date.
Program commencement	1 August 2026
Program completion	30 June 2028

Land Services Program Eligibility Criteria

Eligible Applicants

Applicants must:

- work on, manage, or own property of rateable area within the Western Local Land Services Region (Appendix A).

Ineligible Applicants

Ineligible applicants include:

- applicants with any current outstanding debts with Western Local Land Services
- applicants who have a member of the participating farm business, in the same generation, who has previously completed the Land Services Program.

Training Allocation Eligibility Criteria

Participants who have successfully completed the first year of the program may apply for participation in training activity/ies to the combined value of \$10,000 (excluding GST). Training will

be procured and funded by Western Local Land Services from a limited funding source based on date of submission and eligibility rather than competitively assessed.

Eligible Applicants

Applicants must:

- be a current participant of the Land Services Program
- have attended all Land Services Program workshops or made a concerted effort to catch up on any workshops missed.

Training Budget Eligible Costs/Activities

Eligible costs include:

- training of an individual or multiple people from the same business or property, however, training will only be funded to a maximum of \$10,000 (excluding GST) per business or property.

Training Budget Ineligible Costs/Activities

Ineligible costs include:

- Use of training allocation for activities and/or expenses related to properties and/or businesses outside the Western Local Land Services region.
- Purchase of capital equipment, i.e., infrastructure.
- The purchase of items/training that do not align with participant's individual Action Plan.
- Activities or items that pose a high risk or hazard to causing an injury, illness or disease or damage/loss to property, plant, or equipment.
- Subscriptions that do not allow upfront payment i.e., monthly billing periods.
- Accounting software and associated fees.
- Any training or programs invoiced through a third party i.e. software costs charged by an accountant or consultant.
- On ground works including contractor fees.
- Activities or expenses initiated or paid for prior to the participant's engagement with the program.
- Books or other materials not associated with training activities.

Further criteria may be applied at the discretion of case officers and other Local Land Services staff.

Land Services Program Application Process

Individuals can apply for the Land Services Program by completing the Land Services Program Expression of Interest form via the link or QR code.



https://regionalnsw.qualtrics.com/jfe/form/SV_a3mAzkNK3Cb6CmG

Applications will be submitted and assessed in two stages:

Stage One: EOI application submitted

Applicants can only submit one Expression of Interest and will be required to provide the following information to determine their eligibility for the Program:

- Name and contact details
- Property name
- ABN
- Details of your current business
- How the program could benefit your business.

Stage Two: Assessment of EOI applications and acceptance into program

All EOI applications will be assessed by Department staff after the Expression of Interest period closes. . The information provided to Western Local Land Services in the EOI will be stored and used in accordance with the *Privacy Act 1988*.

Expression of Interest applications will be assessed by a panel against the eligibility criteria. The panel will include one independent assessor outside of the Western Local Land Services Agriculture team.

EOIs that meet all Stage One eligibility criteria will then be assessed against the following criteria to determine acceptance into the LSP:

- willingness to commit to the two-year program by signing a Participant Commitment Statement
- demonstrated willingness to contribute time to support program activities
- willingness to actively participate in workshops, site visits and peer learning activities.

If an application is not successful, participants can request feedback on their application in writing to their case officer. Feedback can assist to improve future applications if you wish to resubmit.

Based on the feedback provided, if the participant is not satisfied with the decision made, an appeal can be lodged. Appeals must be in writing and directed to:

Erlina St Vincent, General Manager, Local Land Services Western Region, via
erlina.stvincent@lls.nsw.gov.au

Local Land Services may strategically invite individual landholders or managers to submit an EOI during the application period.

Training Budget Application Process

In the second year of the LSP, participants may apply for the \$10,000 training allocation. A training budget application form will be made available at the appropriate time. Training requests will be assessed against the Training Allocation Eligibility Criteria Prior to commencing any training activity, participants must have the activity reviewed and approved in writing. Training must be in accordance with their action plan priorities, identified in year 1. Local Land Services will engage the training provider and pay for the approved training on behalf of the participant(s).

Case officers can be contacted for assistance with or questions about the application process.

Participants must attend the organised training and cover their own vehicle costs. Local Land Services will pay the approved training costs, including the facilitator, accommodation (if required and appropriate), venue hire and catering for the duration of the training. If a participant does not attend the training without prior approval, they may be required to reimburse Western Local Land Services for the relevant training costs on a pro-rata basis. Participants must not provide false or misleading information; false or misleading statements will lead to dismissal from the program.

Notification of the training application outcome will be advised in writing to the participant.

Successful Applications

Successful applicants for the LSP will be contacted in writing by Local Land Services within 30 days of the closing date.

Successful applicants must sign a Participant Commitment Statement before being inducted into the LSP. The Participant Commitment Statement will detail the expectations of the program.

Conflict of Interest Management

Non-professional relationships such as immediate family relationships, close friendships or business relationships with Local Land Services staff or board members may be perceived as a conflict of

interest. All applicants will be required to complete a Conflict of Interest (COI) Declaration in their EOI form.

The COI will be assessed by Local Land Services, to determine the best approach to managing a real or perceived conflict of interest.

Where a COI detrimental to the assessment process is identified, mitigation measures must be put in place, or an individual may be asked not to participate in the application, assessment or delivery stage of the process.

If you are concerned that a perceived conflict of interest may impact on your application, please contact the project coordinator via email: jazz.beddows@lls.nsw.gov.au or by calling Local Land Services via 1300 795 299.

Government Information (Public Access) Act

Applicants should be aware information submitted in applications and all related correspondence, attachments and other documents may be made publicly available under the Government Information (Public Access) Act 2009 (NSW). Information that is deemed to be commercially sensitive will be withheld.

The Government Information (Public Access) Act 2009 (NSW) makes government information accessible to the public by:

- requiring government agencies to make certain sorts of information freely available
- encouraging government agencies to release as much other information as possible
- giving the public an enforceable right to make access applications for government information
- restricting access to information only when there is an overriding public interest against disclosure.

How your information is used

By signing the Participant Commitment Statement, you provide consent for Western Local Land Services to use this information to communicate to the public about the program. This may include publishing communication articles on our website, Facebook page and other communication channels and products, as required. Consent will be obtained before using any intellectual property, cultural knowledge, or photographs of individuals.

Complaints

Any concerns about the Land Services Program should be submitted in writing to Erlina St Vincent:

Erlina St Vincent, General Manager, Local Land Services Western Region, via
erlina.stvincent@lls.nsw.gov.au

If you do not agree with the way the Department has handled the issue, you may wish to contact the NSW Ombudsman via www.ombo.nsw.gov.au.

Getting Support

For more information about this Program, assistance or advice with your application, contact:

Jazz Beddows

m: 0476 993 428

e: jazz.beddows@lls.nsw.gov.au

Disclaimer

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The Department recommends that users exercise care and use their own skill and judgment in using information from this publication and that users carefully evaluate the accuracy, currency, completeness, and relevance of such information. Users should take steps to independently verify the information in this publication and, where appropriate, seek professional advice.

Funding assistance provided through the Program is subject to funds being available. The Department reserves the right to make changes to the Program to ensure it meets the objectives outlined in these guidelines and provides equitable funding support to applicants.

In extenuating circumstances, applications submitted after the deadline may be accepted at the sole discretion of the Department.

These guidelines are subject to change at any time at the sole discretion of the Department.

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Appendix A

Map of Western Local Land Services region. To be eligible for the program properties must be located in the region.

Western Local Land Service Region

