



# Landowner Check sheet

**(Disclaimer:** This checklist is intended to be a guide to help identify areas missing or where extra information is required whilst you draft your cFEP; it is not formal approval from Greater Wellington in relation to your farm plan and not intended to take the place of the certifier or farm nutrient advisor formal certification assessment)

cFEP Guidance material	
GW GIS mapping tool: -	<a href="#">Greater Wellington - cFEP mapping tool</a>
GW Farm Plan website: -	<a href="#">Greater Wellington - Farm Plans</a>
Farm Plan Resources: -	<a href="#">Greater Wellington - Farm-plan-resources</a>
Farm Plan Information	
Farm name: -	
Owners: -	
Catchment: -	

Schedule Z Natural Resource Plan R110 -Requirements	Yes	No	To do
<b>Full farm descriptions- Sc Z, C.1(a)</b>			
Full details person responsible for farming on the land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal description of land being farmed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal description and ownership of each parcel of land, if different from the person responsible for farming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relevant farm identifiers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Notes / Comments / Page or document reference:</b>			

Schedule Z Natural Resource Plan R110 -Requirements	Yes	No	To do
<b>Identification of any irrigation scheme Sc Z, C.1(b)</b>			
Identification of any irrigation scheme water is, or will be taken or existing water permits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Notes / Comments / Page or document reference:</i>			
<b>A description of the current and planned farming system and farming management practices. Sc Z, C.1(c)</b> <i>* All elements must be described in detail or addressed in the plan to indicate its non-applicable to your farm*</i>			
Stocking numbers / rates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Areas under cultivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crops Grown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fertiliser use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation area and application rates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supplementary livestock feed brought into the farm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Farm infrastructure (Incl. feed pads; stock yards; silage & offal pits; refuge dumps; effluent, chemical & fertiliser storage and effluent disposal paddocks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other farm management practise necessary to assess the risk factors in table 1-3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Notes / Comments / Page or document reference:</i>			
<b>Farm map(s) including all content required Sc Z, C.1(d)</b> <i>* All elements must be identified on a map or addressed in the plan to indicate its non-applicable to your farm*</i>			
Property boundaries of land being farmed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Boundaries of the main land management units or land uses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Catchment & sub-catchment the farm is within and location of farm within catchment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soil types & Topography	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Schedule Z Natural Resource Plan R110 -Requirements	Yes	No	To do
Location of any permanently or intermittently flowing waterbodies on the property including rivers, streams, drains, wetlands, lakes and springs. Specifically identify any waterbodies that meet criteria for stock exclusion in the NRP or stock exclusion regulations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sites or river included in Schedules B, C, F1 and F3 of the plan that is within or adjacent to the property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Location of riparian vegetation & fences or other stock proof barriers adjacent to waterways.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Location of any stock crossing points or structures on any waterbodies where stock have access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Location of Critical Source Area's and hotspots for contaminants loss to groundwater or surface water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Location of any surface and subsurface drains (where known)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Locations of the actions and practises that will be adopted to ensure effective management of contaminants loss on farm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Features of characteristics of the land necessary to assess the risk factors in table 1-3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Notes / Comments / Page or document reference:</b>			
<b>Details of any consents issued by the Wellington Regional Council Sc Z, C.1(e)</b>			
Full details of consents issued by WRC that authorise any farm activities (incl. water take permits, discharge permits, effluent, animal waste to land etc)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Notes / Comments / Page or document reference:</b>			
<b>Irrigation information if applicable Sc Z, C.1(f)</b>			
Where applicable the location and type of irrigation take and location, method, and rate of land irrigation. Evidence to demonstrate that irrigation of land will attain 80% water use efficiency (in accordance with Schedule P)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Notes / Comments / Page or document reference:</b>			

Schedule Z Natural Resource Plan R110 -Requirements	Yes	No	To do
<b>Regional legislation requiring Farm Environment Plan</b>			
FEP required under R108 or R109 in relation to irrigation using new water <b>OR</b>  FEP required by R100 & R111 in relation to cFEP Priority Catchments	R108 or R109  <input type="checkbox"/>	R110 & R111  <input type="checkbox"/>	
<b>Farm System Risk Assessment – Priority Catchment Sc Z, C.1(h) (certifier to complete)</b>			
Evidence of nitrogen, phosphorus, sediment and E.Coli loss risk that –  Associated with the farming system on the farm in the 12 months prior to 2 Sept 2020 or an average for 5 years prior to 2 Sept 2020	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evidence of nitrogen, phosphorus, sediment and E.Coli loss risk that –  Is predicted to occur on the farm as a result of the implementation of GMP and mitigation measures specific in the FEP.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Notes / Comments / Page or document reference:</b>			
<b>Risk Assessment &amp; mitigation to address risk Sc Z, C.2(a) (certifier to complete)</b>			
Assessment undertaken by a certified Farm Nutrient Advisor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nitrogen loss risk assessed by considering risk factors set out in table 1 and nutrient transport risks set out in table 3 (as a minimum).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
phosphorus loss risk assessed by considering risk factors set out in table 2 and nutrient transport risks set out in table 3 (as a minimum).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sediment & E.coli loss risk assessed by considering risk factors set out in nutrient transport risks set out in table 3 (as a minimum).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where a risk assessment tool is used, documentation of this tool include in the FEP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Notes / Comments / Page or document reference:</b>			
<b>Description of the good management practices and mitigation measures Sc Z, C.2(b) (certifier to complete)</b>			

Schedule Z Natural Resource Plan R110 -Requirements	Yes	No	To do
Must provide a good description of GMP and mitigation measures that are taken or are planned to address the relevant risk factors in table 1 to 3 to –			
(i) Minimise nitrogen leaching loss, phosphorus loss, sediment loss and E.coli loss for activities on the farm. And;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(ii) Avoid an increased risk of loss of nitrogen, phosphorus, sediment and E.coli to water relevant to the risk of loss that occurred as a n average in the 5 years prior to 2 Sept 2020for activities on the farm. And;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Set out time frames over which the GMP's and mitigation measures will be implemented and methods their implementation will be recorded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Notes / Comments / Page or document reference:</b>			

Missing elements to be completed:		
What:	When:	Who by:

Considerations of Farm Plan outside of mandated cFEP requirements
<p><i>Suggestions – Farm vision or long term plan; Usable SMART actions; consideration to catchment issues and cultural context; logical to read; ability to be easily updated; consider wider environmental benefits; using GW as a resource.</i></p>

### Risk Assment Matrix:

Likelihood	Consequence		
	Slight	Serious	Major
Low	Low	Low	Medium
Medium	Low	Medium	High
High	Medium	High	High

### Schedule Z tables 1-3 – Relevant risk factors to be addressed:

Discharge Source	Nitrogen loss risk factors	Farm practices and practice changes
Animal	Stock	Stock Numbers Livestock class and weight
	Feed type	Total imported nitrogen Average nitrogen content of imported supplements
	Grazing practices	Grazing density Wintering practices
Fertiliser	Off-paddock feeding	Feed pads and loafing areas Animal housing
	Excessive nutrient levels (beyond plant needs)	Fertiliser type Rate of application Timing of application Load applied Soil test levels
	Direct application to waterways	Method of application/setbacks used
Effluent	Overland flow	Effluent system type Application rates Management of critical source areas
	Application beyond plant requirements	Fertiliser use on effluent disposal blocks Soil test levels

Discharge Source	Phosphorus loss risk factors	Farm practices and practice changes
Erosion/sediment and animal manure	Stock	Stock type, livestock class and weight
	Grazing practices	Grazing density Stock access to stream banks Bare ground with standing livestock Management of critical source areas
	Cultivation	Time in fallow Area of cultivated ground Timing of cultivation Type of tillage Method of harvest Use of 'catch crops' Management of critical source areas
Fertiliser	Excessive nutrient levels (beyond plant needs)	Fertiliser form/type Rate of application Timing of application Load applied Soil test levels
	Direct application to waterways	Method of application/setbacks used

Effluent	Overland flow	Effluent system type Application rates Management of critical source areas
	Application beyond plant requirements	Fertiliser use on effluent disposal blocks Soil test levels

Nutrient transport risk	Specific risk factor
Climate	Temperature, sunshine hours
Rainfall	Annual average rainfall, summer and winter rainfall
Artificially increased drainage	Irrigation – type of irrigation – including border dyke, rates and timing of application, Irrigation efficiency
Run-off from hard surfaces	Artificial surface and subsurface drainage – including mole and tile drains Potential for accumulation of animal waste on farm infrastructure such as bridges, races and culverts
Soil water holding capacity	Soils with a high water holding capacity are able to keep nitrogen for longer in the plant root zone. Farms with soils that have a low water holding capacity will benefit from mitigations that disrupt the drainage of nitrogen through the soil profile.
Soil texture – soil type	Soils with a coarse texture (eg sand) will have greater soil drainage than soils that have a fine texture (eg clays) and so greater nitrogen leaching. Where possible effluent systems should be on finer textured soils.
Bypass flows	Water bypassing the soil matrix via preferential flow paths either overland or through the soil (eg stony river terraces)
Topography	Steep areas with northerly aspects are likely to have more runoff than shallow slopes with southerly aspects.
Geology	The hardness and depth of the underlying rocks influences the tendency for erosion and so loss of phosphorus.
Use of structural mitigations	Presence of, for example, riparian fencing, vegetated buffer strips, sediment traps, retention dams, denitrification paths, woodchip bioreactors, phosphate sorption and removal, artificial and enhanced wetlands.