

TOOLBOX: DESCRIBING YOUR FARM



01 What information will I need?

- Basic farm information, e.g from [Farmsonline](#), [Agribase](#), regional council, etc
- Resource consent information for your farm
- Legal descriptions for your property
- [If available] your business plan, including the vision, values and goals for your farm business

Tick these off as you go

1. Collect the information you'll need
↓
2. Note what you need to record
↓
3. Check the examples
↓
4. Fill out the Farm Description details



HANDY HINTS

Do this first
.....

- This should be the first thing you do. Later, when you've worked your way through the Action Plan modules, refer back to what you've written here to see if it still lines up with your work programme.
- The farm business owner and/or manager should do this. If the farm runs under a board structure the vision/value/goals part of this may already be recorded, so will just need transferring to this document.
- This information can form part of your Farm Environment Plan.
- Remember, the farm plan you create is for you and stays with you. That means you can include more extensive personal material for your information and just extract the relevant information if it's needed by a regulator or supplier.



DID YOU KNOW...

NZFAP+
.....

Are you aiming for New Zealand Farm Assurance Plan Plus (NZFAP+) accreditation? [Check their standards here.](#) The work you're doing for the Deer Farmers' Environmental Manual will get you well on the way to accreditation.



02 What do I record?

Record:
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- The physical address(es) of the farm(s)
- The name and contact details of the owner
- The name and contact details of the person managing the farm if this is not the owner
- The MPI Farms Online or other farm identification number you might use
- The legal descriptions of the land parcels
- The details of any resource consents you hold.
- Brief statements of your vision, values and goals (see examples)



03 Examples of what it might look like

Property details

Physical address of the farms	"Mangamutu": 123 Rural Road, Local Town "Big Sky": 456 Other Road, Anothertown
Person responsible for implementing this Farm Environmental Management Plan	John and Jo Smith 123 Rural Road, Local Town 4020 021 123 4567 johnandjo@mangamutu.co.nz
MPI Farms Online Farm Identifier	GI - 4000 - 0100 Mangamutu GI - 4000 - 0196 Big Sky

Legal descriptions

Title number	Legal description	Ownership	Area (ha)
HBW4/100	Fee Simple, 1/1, Lot 2 Deposited Plan 27601, 799, 236m ²	John Terry Smith, Jo Kerry Smith	79.8
HBC4/101	Fee Simple, 1/1, Lot 1 Deposited Plan 12015, 366, 873m ²	John Terry Smith, Jo Kerry Smith	36.1
HBW4/102	Fee Simple, 1/1, Lot 3 Deposited Plan 27601, 325, 985m ²	John Terry Smith, Jo Kerry Smith	32.6
HBB4/103	Fee Simple, 1/1, Lot 2 Deposited Plan 5208, 1062, 452m ²	John Terry Smith, Jo Kerry Smith	106.5
HBM3/104	Fee Simple, 1/1, Lot 2 Deposited Plan 12015, 205, 504m ²	John Terry Smith, Jo Kerry Smith	20.5
HBF3/105	Fee Simple, 1/1, Part Lot 3 Deposited Plan 12015, 529, 452m ²	John Terry Smith, Jo Kerry Smith	52.7
HBM1/000	Fee Simple, 1/1, Lot 1 Deposited Plan 20513, 2379, 870m ²	MacKenzie Farming Ltd (Lease block)	236.8

Resource consents

Consent number	Location	Description	Date granted	Date of expiry
WS2019 10000000	123 Rural Road, Local Town	Water permit to irrigate 11ha pasture	26/08/2020	30/06/2030



04 Record the details here

Property details

Physical address of the farm	
Owner's name and contact details	
Name and contact details of the person responsible for implementing this Farm Environment Plan	<i>Name:</i>
	<i>Address:</i>
	<i>Phone:</i>
	<i>Email:</i>
MPI Farms Online Farm Identifier¹	
Total farm area	
Effective farm area	
Non-grazed area (retired, covenants etc)	

Legal descriptions

Valuation number ²	Legal description	Location	Owner	Area (ha)

¹ This can be found by searching for your address at farmsonline.mpi.govt.nz

² These are available on your property title or rates bill. Your property could have multiple legal parcels which can take time to track down and record. Your Farm Environmental Planner or Valuer has access to a database of all property legal descriptions and it's often easy for them to provide this information to you.

Consents

Consent number ³	Location	Description	Date granted	Date of expiry

³ Record the basic details of your consent, such as the consent number and expiry date. Most Regional Council websites have an online system to check the resource consents recorded against a property. Your Farm Environmental Planner or Valuer may also have access to a database of all consents in your area.

Vision, values and goals for your farm business

Writing this helps you identify actions that will manage the risks on your farm and help you achieve your goals and vision. Think about the goals of your Catchment Group, Deer Industry Environment Group or Advance Party too: would any fit in your own farm plan?

Aspiration: the big picture of where you want to be
Example: Profitable, environmentally friendly business that produces top quality meat for our community.

Values: The standards or principles that are important to you
Example: Family ownership, environmentally sustainable, profitable, embrace new ideas and technology, share best practices with the community, integrate principles of Te Mana o te Wai

Goals on specific activities, risks and things you want to enhance, e.g. on soils, waterways, biodiversity, climate change, waste and chemical use, forage cropping, etc.
*Example: Freshwater - Secure, safe drinking water, safe swimming in the river.
 Catchment - Reduce sediment runoff; do riparian planting along main river.
 Greenhouse gas emissions - Reduce net emissions*