

## Play Sufficiency Assessment Toolkit – Tool 17

### Play Action plan prioritisation tool

The Play Sufficiency Assessment will have identified a range of actions to inform the Play Action Plan. It is likely that you will be working through a long and diverse list of actions in a short time.

It will be necessary to agree the priorities as part of the Play Action Plan development.

To do this, the Play Sufficiency Monitoring Group will need to identify and agree criteria. Each one should be specific, realistic and achievable.

Suggested factors to consider when setting criteria:

- this a pressing need (i.e. is there a serious issue of play deprivation?)
- it is very likely that we can make a big difference addressing this action
- the action addresses the play needs of a vulnerable group
- we have capacity to work on this action
- we can start working on this straight away

It may also be useful to consider:

- Are any of our partners working on this already that we could work with or support?
- What are the cost implications of this action?
- What are the benefits of this action?
- Do we have the skills and expertise locally to address the action?

Once four or five criteria have been agreed, use a locally determined process (such as a S.W.O.T Analysis or similar) for the prioritisation of actions.

## Sample Template for Prioritising Actions

Scoring:

- 0- doesn't meet criteria
- 1- partially meets criteria
- 2- fully meets criteria

Theme being considered	Possible Action	Indicator	Criteria 1 Importance	Criteria 2 Capacity	Criteria 3 Cost effective	Criteria 4 Addresses needs of particular groups	Criteria 5 Responds to other policy areas	SCORE
	Develop a Risk Management Policy	<i>The Health and Safety policies and procedures endorse the risk-benefit approach to health and safety assessments as recommended by the Health and Safety Executive</i>						6