Action plans

An action plan is a simple, yet highly effective tool for getting things done (ie, putting your plans into action). Objectives should be SMART;

**S**pecific

**M**easurable

**A**ttainable

**R**ealistic

**T**imely

The following hypothetical example shows how action plans are built on clear objectives. Again, to write your own action plan all you need is a blank sheet of paper.

|  |  |  |  |
| --- | --- | --- | --- |
| **Objective** | **Action** | **Contact/By whom** | **Timing** |
| 1. Drain bottom (5ha) field to double pasture production. | Year 1   * Confirm plan and quote. * Order materials. * Put in drains (weather allowing). * Soil test. * Graze and spray off with glyphosate. * Plough. * Apply lime and development fertiliser. * Harrow, roll, sow and roll. * Post emergence, check and spray for weeds if a problem. * Graze with sheep as soon as tillers can’t be pulled (on-off in a couple of days). * Repeat intensive on-off grazing every 2-3 weeks for rest of summer but don’t overgraze. * Apply light dressings of N to strengthen pasture. * Don’t graze when wet and shut up by mid-October (c.1,200kgDM/ha) for grazing in March. | Self / drainer  Self  Drainer  SAC Consulting  Self  Self  Fert company  Self  Self  Self  Self  Self  Self | Jan ‘18  Feb ‘18  Mar/Apr ‘18  Apr ‘18  May ‘18  “  “  “  June ‘18  “  Rest of sum/autumn |
|  | Year 2   * Soil test to confirm fert plan for 2019 * Graze rotationally from mid-March. Don’t under or overgraze and don’t cut in first year. * Apply fertiliser and lime as per fert plan. * Shut up by mid-autumn (c.1,200kgDM/ha). | SAC Consulting  Self  Self/fert company  Self | Jan ‘19  Mar-Sept ‘19  “  Oct ‘19 |