



What is a

# Maintenance Action Plan (MAP)?

A **Maintenance Action Plan (MAP)** is a roadmap for looking after a strata building. It sets out what needs to be checked, fixed, or upgraded — and when — so the building stays safe, efficient, and valuable.

Without a MAP, committees and managers can fall into **reactive mode**: waiting for things to break and then scrambling to repair them. A MAP shifts the approach to **proactive management** — identifying risks early, spreading costs over time, and avoiding nasty surprises.

**What a MAP includes**

**Asset list** – the major systems and features in your building (roofs, lifts, plumbing, fire safety, gardens, car parks).

**Condition check** – current state and last inspection.

**Risk rating** – low, medium, or high likelihood of failure or damage.

**Actions needed** – repairs, upgrades, inspections, or replacements.

**Timeframe** – when the action should happen (quarterly, annually, within 5 years).

**Responsibility** – who will do the work (which suitably qualified contractor).

**Example MAP**

Asset / System	Condition	Risk Level	Action Required	Timeframe	Responsibility
<b>Roof membranes</b>	Fair (minor cracks)	Medium	Seal cracks; inspect annually	Annual	Contractor
<b>Fire hydrant pumps</b>	Good	Low	Routine service	Monthly	Fire services provider
<b>Plumbing (flexi-hoses)</b>	Poor (ageing)	High	Replace	Priority to expiry on tag	Plumber
<b>Lifts</b>	Good	Medium	Major service due	2 years	Lift company
<b>Gardens</b>	Good	Low	Trim and maintain	Ongoing	Gardening contractor

**Why MAPs matter**

- Provide clarity and accountability (no confusion about who fixes what, and when).
- Support better budgeting — costs are spread over years rather than lump sums.
- Improve safety and insurance outcomes — regular checks can reduce claims and premiums.
- Keep owners and residents confident that their building is well looked after.