



WORKSHOP HEALTH **CHECKLIST**



Is your workshop running at peak performance?

Running a successful workshop isn't just about turning spanners — it's about creating a safe, efficient, and profitable environment. This Workshop Health Checklist from RoadMap Automotive Business Consulting gives you a quick snapshot of how your business is performing in key areas: safety, organisation, efficiency, customer service, and financial health. Tick off each item honestly and discover where your strengths lie — and where small changes could drive big improvements.

Rate each category from 1 (very poor) to 10 (excellent). Your lowest scores highlight where to focus first.

<u>1. Workflow & Efficiency</u> • Tools, parts, and equipment are organised and easy to access. • Jobs flow smoothly with minimal bottlenecks. • Downtime (waiting for tools, parts, or bays) is rare. Score ____/10 Comments;	<u>2. Financials</u> • I know my weekly break-even point. • I track gross profit margin and average job value. • Cash flow is positive, and I can plan with confidence. Score ____/10 Comments;
<u>3. Team & Culture</u> • My team is motivated and communicates well. • Staff turnover is low; people want to stay. • Training and recognition are part of our regular routine. Score ____/10 Comments;	<u>4. Customer Experience</u> • Customers come back regularly and refer others. • We communicate clearly before, during, and after jobs. • We follow up to check satisfaction and build loyalty. Score ____/10 Comments;

TOTAL SCORE **/40**

STRONGEST AREA (HIGHEST SCORE)	
WEAKEST AREA (LOWEST SCORE)	

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If your checklist shows a few gaps, don't worry — you're not alone. Most workshops face similar challenges. The good news is that with the right systems and support, you can turn those weaknesses into opportunities. At RoadMap, we work hands-on with workshop owners to improve processes, increase profitability, and give you more time back in your week.