**Overdue Fines Eradication Business Case**

# **Proposal**

1. \*\*Add proposal one here\*\*
2. \*\*Add proposal two here\*\*

# **Relevant Library Plan Strategies / Policies**

1.1 \*\*Add relevant library strategies or policies here\*\*

# **Context**

\*\*Some things to include in this section would be:\*\*

* Why are the removal of library fines important?
  + See the website [www.itsnotfinetofine.com](http://www.itsnotfinetofine.com)
* Why should the council / library service care?
  + How does this relate to the policy and viewpoint of your library service?
* How will it benefit the patrons?
* How will it benefit the library service?
* Conclusion

# **The Alternate Model**

1. \*\*Add recommendations for an alternative model here\*\*
2. \*\*Add recommendations for an alternative model here\*\*
3. \*\*Add recommendations for an alternative model here\*\*

# **Financial Implications**

\*\*Explain the financial implications to the library service here. Add figures and cost breakdowns as an appendix and refer to them from here\*\*

**Risk Management**

\*\*Explain how to recover items, mitigate loss and administer broken or lost items\*\*

# **Communications**

\*\*Explain how you will communicate this to your patrons, Council, staff and other stakeholders\*\*

# **Measures of Success**

\*\*Explain what your measures of success will be\*\*

# **Conclusion**

\*\*Give a three or four dot point summary of the benefits here\*\*

# **Recommendation(s)**

\*\*Give succinct recommendation(s) here, no more than three or four dot points\*\*

# **Appendices**

# **Appendix 1** Current Fine Schedules

A**ppendix 2** Process for Recovery of Overdue and Lost Items

**Appendix 3** Direct Costs of current process for Recovery of Overdue and Lost Items