



**Policy Owner:** Director Community and Library Services

**Category:** Operational

**Direction:** 4. Our Social Vitality

## 1. STATEMENT OF INTENT

- 1.1 “Writers at Stanton” is a program of author talks coordinated by and held at Stanton Library. This is a high-profile community event and this Policy provides the framework for the operation of this program.

## 2. ELIGIBILITY

- 2.1 This Policy applies to all author talks arranged by or held at Stanton Library.

## 3. PROVISIONS

- 3.1 Most author talks are arranged in partnership with Constant Reader Bookshop, Crows Nest. However, Council reserves the right to arrange author events with individuals or other bookshops.
- 3.2 Priority will be given to authors with new books that are currently being promoted by the publisher. Independent author events are considered for community events.
- 3.3 Stanton Library will only launch books when the book relates to the Library’s collections (for example architecture or local history) or when the book relates to Council activities including the social plan (for example an Aboriginal author). Launches are generally open to the public, unless the Library Conference Room is booked by an external party for the event and paid for as per Council’s *Fees and Charges Schedule*.
- 3.4 Seating is limited at Writers at Stanton events and bookings may be required. Standing room will be actively controlled by Library staff under the appropriate *Work Method Statement*. High profile events will be held in external venues when appropriate. Admission to writers’ events at external venues will be limited as per the relevant Library’s *Risk Management Plan*.
- 3.5 “Writers at Stanton” talks may include controversial items when an established commercial publisher publishes the book. Details of the controversial issue will be included on promotional material so that people attending the sessions are

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prepared for the topic. For example, the book *Lost: illegal abortion stories* will have the subtitle included in all advertising.

- 3.6 Stanton Library will attempt to include a balanced range of viewpoints, for examples biographies of politicians regardless of their political affiliation. However, the “Writers at Stanton” program concentrates on new publications, so it is not always possible to offer such e.g. where there is a greater number of political biographies published from a governing party than an opposition.
- 3.7 No advertising material will be displayed or distributed without the consent of Council’s Director Community and Library Services. Where consent is given this will generally be for passive distribution, which is leaving promotional material in a central location so that patrons who are interested in the material can collect it.
- 3.8 Stanton Library will not contact participating authors on behalf of Library patrons including passing on messages to authors.
- 3.9 Recording, filming or live streaming of events may occur where publisher and presenter approval has been provided. Where available, recordings will be accessible through the Council website and appropriate media streaming services.
- 3.10 Entry to “Writers at Stanton” events is free.
- 3.11 The bookshop and/or publisher may sell books at Writers at Stanton events and/or book launches. Purchase of a book at the event is not a prerequisite of attendance, however the author may elect to only sign books purchased at the event.
- 3.12 Depending on the author’s role in the community, consideration will be given to the Mayor or General Manager introducing the author on the day.

#### **4. RESPONSIBILITY/ACCOUNTABILITY**

- 4.1 Council’s Director Community and Library Services is responsible for administration of this Policy.

#### **5. RELATED POLICIES/DOCUMENTS/LEGISLATION**

The Policy should be read in conjunction with the following Council policies and documents:

- Fees and Charges Schedule
- Work Method Statements

<b>Version</b>	<b>Date Approved</b>	<b>Approved by</b>	<b>Resolution No.</b>	<b>Review Date</b>
1	19 March 2007	Council	126	2008/09
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