



REPORT TO SUBCOUNCIL
[SUBCOUNCIL 05]

1. ITEM NUMBER: **05SUB 9/1/2020**

2. SUBJECT

[LSU J1266]

LIBRARY AND INFORMATION SERVICES' QUARTERLY ACTIVITY
REPORT FOR THE PERIOD 1 JULY 2019 TO 30 SEPTEMBER 2019

IINKONZO ZAMATHALA EENCWADI NOLWAZI: INGXELO YARHOQO
NGEKOTA ENGEMISEBENZI KWISITHUBA ESISUSELA NGOWO-1
KWEYEKHALA 2019 UKUYA KOWAMA-30 KWEYO MSINTSI 2019

BIBLIOTEEK- EN INLIGTINGSDIENSTE: KWARTAALLIKSE
AKTIWITEITSVERSLAG VIR DIE TYDPERK 1 JULIE 2019 TOT 30
SEPTEMBER 2019

3. PURPOSE

The purpose of this report is to inform Subcouncils of the activities of the Department for the period 1 July 2019 to 30 September 2019.

4. FOR DECISION BY

This report is for noting by the Subcouncil

5. EXECUTIVE SUMMARY

This report provides an overview of the activities of the Library and Information Services department (LIS) for the period 1 July to 30 September 2019.

6. RECOMMENDATIONS

It is recommended that the report be noted.

7. DISCUSSION/CONTENTS

The Department aims for excellence in providing a highly professional and cost-effective lending, reference and community information service. This report deals with the monitoring of service delivery.

7.1.1 Programmes (Events and promotions)

An overview of new membership, circulation, gate readings and Smart Cape usage at the libraries, as well as an analysis of the types of programmes and the number of attendees per programme per library is attached as Annexure A.

Bishop Lavis library hosted a Women's Day programme on 20 of August 2019 for 30 seniors who are regular patrons. The library worked in partnership with Iconic Beauty Salon which is based in Athlone. Ladies were pampered with massages, foot massages, haircare and nail care. Iconic Beauty Salon staff know exactly how to pamper and care for the ladies – with a focus on treating them as VIPs. Lunch was served to 30 senior ladies sponsored by the staff.

On 18 July 2019, staff made and served approximately 50 cups of soup to the patrons visiting the library.

A staff member, Unathi Mapongwana, facilitated a 5-day digital literacy programme with unemployed youth from Bishop Lavis and Freedom Farm Informal Settlements. The sessions covered an introduction to basic computer skills, compiling a curriculum vitae and an introduction to various job sites on the internet. They also taught the youth how to create an email account and how to use PressReader. The library also offered information literacy sessions, story time sessions and library orientation sessions during the period in question.

Bonteheuwel library also conducted story time sessions, library orientations and reading programmes. Approximately 700 pupils attended these sessions during the period in question. This library also hosted a chess tournament during the school holidays and the winners of the tournament represented Bonteheuwel library at the annual Chess@libraries competition at Parow library. The library staff also assisted the matriculants from Modderdam High School with their assignments and also assisted them with their applications for university entrance and for bursaries.

During the September 2019 school holidays, 129 children attended the various educational, entertaining and fun programmes at the library. The library partnered with the Social Development and Early Childhood Development Department, the City Health Department, and other organisations to make the holiday programme a success.

During this quarter four educare centres namely Don Bosco, ACVV, IKhayelitsha, Pinochio and Vergenoegd Primary School were visited by the new Children's Librarian, Emily Afrikaner, from Delft library to introduce herself and the services provided by the library. To conclude these very successful

meet – and – greet sessions she also did storytelling and library orientation sessions with them.

The library held a holiday programme in collaboration with the Department of Water and Sanitation, Safeline and the Dental Health clinic. These programmes were attended by 125 children.

Three youths from Voorbrug in Delft represented Delft library at the Chess@libraries tournament held at the Párow library on Thursday, 26 September 2019. Delft South Library conducted 24 story telling sessions with 361 children from Klein Begin, Siyakha, Arise and Shine, Nyamezela, United Pistache and Themba Educare Centres.

On 22 August 2019 the library visited and conducted storytelling sessions at the Tsunami Informal Settlement (Pistache Educare), where 45 children attended the session. These sessions are conducted in order to inculcate a culture of reading amongst children.

Delft South Library in partnership with Young people @ work conducted basic computer skills training sessions for unemployed youth. Areas covered during this intervention included introduction to computers (hardware & software), different types of memory storage, file management, different application programmes, appropriate use of computers, word processing, CV design and how to create email accounts.

Special Programmes/Events

Bonteheuwel library had a Women's Day event in August which was themed: "A balanced world is a better world". One hundred grade 11 girls from Bonteheuwel High School attended this event. Councillor Angus Mackenzie, Aneesa "The Cake Lady", Fadeela Davids and Ritqah Jamie were some of the guests who encouraged the students to pursue their dreams and to live a balanced life.

The library hosted its 4th annual Spelling Bee on 17 September 2019. There were 36 pupils in attendance from 3 different schools (Bergsig, Boundary and Cedar Primary Schools).

Integrated Storytelling Sessions: Delft & Delft South Libraries

Delft and Delft South Libraries conducted integrated storytelling sessions at 2 Educare centres, namely Pistache Educare in the Tsunami Informal Settlement, Delft South and Pinocchio Educare in Voorbrug. Eighty-eight children participated in these integrated storytelling sessions.

Delft South Library in partnership with Safeline and the Department of Water and Sanitation Services, conducted a safety and water awareness outreach programme with 27 children and teens on 26 September 2019.

In light of the recent attacks on foreign nationals in some parts of the country, Delft South library hosted a Heritage Day event as a follow up to the recent Africa Day event held at the same library. The purpose of this event was to

foster more integration between communities using the library as the go-to-point in order to try and prevent such incidents from happening in our communities. Fifty people including, Adonis Musati, representing vulnerable foreign nationals' interests; Group of Hope, representing senior citizens; Young Visionaries representing vulnerable youth and Touching Nations, an NGO assisting with healthcare especially for seniors, were amongst the attendees at this event.

Delft South Library attended Molo Songololo's Gender-Based Violence drive held at Welwitchia Primary School. The library's visit was aimed at the promotion of available library resources that can assist in dealing with the issue as well as building and strengthening partnerships between stakeholders present on the day.

7.1.2 Challenges/Successes

On 29 August 2019, a patron suffered a seizure in Bonteheuwel library. The staff member trained in administering first aid attended to the individual. After the seizure subsided the staff member ensured that the patron was conscious and able to communicate.

On 9 July 2019 and 19 July 2019, 2 Smart Cape CPUs were stolen from the Delft South Library. These incidents were reported to the police. Currently internal processes are being followed in order to obtain replacement items.

7.1.3 Repairs and maintenance

No significant repairs and maintenance took place during Quarter 4.

7.1.4 Security

No issues to report for this quarter.

7.2 Constitutional and Policy Implications

Not applicable

7.3 Sustainability implications

Does the activity in this report have any sustainability implications for the City?

No ☐ Yes ☐

7.4 Legal Implications

Not applicable.

7.5 Staff Implications

Does your report impact on staff resources or result in any additional staffing resources being required?

No ☐

Yes ☐

(if yes, please indicate whether or not it is part of the approved staffing structure, whether the posts are budgeted for etc.)

7.6 Other Services Consulted

Not applicable.

ANNEXURES

Annexure A – Statistical Analysis Sheet

Subcouncil	Subc 005
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Library	Open hours per week	Total new members joined	New Adult	New Juvenile	New SmartCape only	Circulation	Gate Reading	ILL Loans Supplied
Bishop Lavis	42	152	86	66	0	21542	33444	0
Bonteheuwel	38	128	67	61	0	17025	62667	0
Delft	45	244	152	92	0	18909	75273	5
Delft South	40	208	146	61	1	14550	26308	0
Grand Total	165	732	451	280	1	72026	197632	5

	SmartCape	Total sessions per Gender		Total sessions per Age Group			
Library	Total Sessions	Male	Female	Age 0 - 12	Age 13 - 17	Age 18 - 25	Age 26+
Bishop Lavis	2335	1640	695	463	220	456	1196
Bonteheuwel	2813	1871	942	838	515	423	1037
Delft	4635	3273	1362	585	501	1113	2436
Delft South	3432	2275	1157	383	529	917	1593
Grand Total	13215	9059	4156	2269	1765	2919	6262

Library	Reading Programmes	Attendees	Information Literacy Gr. 6	Attendees	Story Telling	Attendees
Bishop Lavis	1	14	1	45	14	585
Bonteheuwel	1	48	2	48	10	291
Delft	1	28	1	12	12	190
Delft South	1	18	1	13	17	35
Grand Total	4	108	5	118	53	1091

Library	Digital Literacy Session	Attendees	Library Orientation	Attendees	Formal Book Club Sessions	Attendees
Bishop Lavis	2	19	9	233	3	26
Bonteheuwel	0	0	8	265	0	0
Delft	2	25	10	145	1	7
Delft South	1	13	1	100	3	6
Grand Total	5	57	28	748	7	39

FOR FURTHER DETAILS, CONTACT:

NAME	Thandiwe Mtshengu
CONTACT NUMBERS	021 400 5106/ 0833089484
E-MAIL ADDRESS	Thandiwe.mtshengu@capetown.gov.za
DIRECTORATE	Community Services and Health
FILE REF No	2/2/7/4
SIGNATURE: HEAD: AREA 10	




AREA CENTRAL MANAGER
[JUNE SWARTZ]

Comment:

DATE

20/12/2019



DIRECTOR: LIBRARY &
INFORMATION SERVICES
[NINNIE STEYN]

Comment:

DATE

20.12.2019



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

SOCIAL SERVICES
LIBRARY & INFORMATION SERVICES

June Swartz
Area Manager (C): Library & Information Services

T: +27 21 444 0455 C: 084 586 9682
E: june.swartz@capetown.gov.za

2019-12-10

APPOINTMENT AS ACTING AREA MANAGER (Central): LIS

The Area Manager (Central): June Swartz will be on leave from 11 - 27 December 2019.

The Area Head 11, Charl September (11 - 26 December 2019) and the Area Head 10, Thandiwe Mtshengu (27 December 2019) have been recommended to Act as Area Manager (Central) for the above period, with full delegated authority.

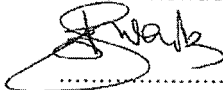
Contact details:

Tel: 021 400 5106
Cell: 082 421 5700
E-mail: charl.september@capetown.gov.za

Contact details:


Tel: 021 400 5106
Cell: 083 308 9484
Email: Thandiwe.mtshengu@capetown.gov.za

Recommended:

 10/12/2019

June Swartz
Area Central Manager: Library & Information Services (LIS)

Approved/~~Not Approved~~

 10.12.2019
Ninnie Steyn
Director: Library & Information Services (LIS)

ABBATOIR BUILDING IZIKO LEENKONZO ZOLUNTU BURGERSENTRUM
53 BERKLEY ROAD MAITLAND 7405 PO BOX 298 CAPE TOWN 8000
www.capetown.gov.za

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