



REPORT TO SUBCOUNCIL [SUBCOUNCIL 05]

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1. ITEM NUMBER: 05SUB 10/10/2019

2. SUBJECT

[LSU J1266]

**LIBRARY AND INFORMATION SERVICES' QUARTERLY ACTIVITY  
REPORT FOR THE PERIOD 1 APRIL 2019 TO 30 JUNE 2019**

**IINKONZO ZAMATHALA EENCWADI NOLWAZI: INGXELO YARHOQO  
NGEKOTA ENGEMISEBENZI KWISITHUBA ESISUSELA NGOWO-1  
KWEKATSHAZIIMPUZI 2019 UKUYA KOWAMA-30 KWEYESILIMELA  
2019**

**BIBLIOTEEK- EN INLIGTINGSDIENSTE: KWARTAALLIKSE  
AKTIWITEITSVERSLAG VIR DIE TYDPERK 1 APRIL 2019 TOT 30 JUNIE  
2019**

3. PURPOSE

The purpose of the report is to inform Subcouncils of the activities of the Department for the period 1 April 2019 to 30 June 2019.

4. FOR DECISION BY

This report is for noting by the Subcouncils.

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5. EXECUTIVE SUMMARY

This report provides an overview of the activities of the Library and Information Services Department (LIS) for the period 1 April 2019 to 30 June 2019.

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6. RECOMMENDATIONS

It is recommended that the report be noted.

**AANBEVELING**

Daar word aanbeveel dat daar van hierdie verslag kennis geneem word.

Making progress possible. Together.

Kundululwe ukuba makuqatshelwe le ngxelo.

## 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.

### Services

#### Bonteheuwel Library:

During this quarter, Bonteheuwel Library continued its services to Peninsula Educare. A total of 23 books were issued to the crèche.

#### Delft South Library:

During this quarter, Delft South Library continued its services to the three ECD centres, Klein Begin, Little Bubble Guppies & Hobe Educare. A total of 40 books were issued to the ECD centres.

The library continues to provide services to the nearby Tsunami Informal Settlement by inviting them to attend storytelling sessions and other programmes that are held at the library.

### Programmes (Events and promotions)

An overview of new membership, circulation, gate readings and SmartCape 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:

The library held a holiday programme in collaboration with Social Development, Metro Police and Badisa. The library catered for more than 600 children and were assisted by Bishop Lavis Drilling Squad, Aunty Maggie November and Prudence November. Educational games, face painting, a dog show which was hosted by Metro Police showcasing how the dogs locate suspects and how the dogs sense illegal substances, and storytelling was done by staff member, Marsha Engelbrecht.

The library had 15 storytelling sessions during the quarter in partnership with schools and crèches in the Bishop Lavis area. A total of 530 children attended these storytelling sessions.

9 Library orientation sessions were held at the library in partnership with the schools around the Bishop Lavis area. Children learned about the rules of the library and about the Dewey Decimal System different resources and different

search engines. They also learned about the importance of having a library card. These sessions were attended by 238 learners.

5 Unemployed ladies from Malawi Camp Informal Settlement, between the ages of 26 and 35, attended a five-day digital literacy programme from 24<sup>th</sup> April – 30<sup>th</sup> April 2019 which was hosted at Bishop Lavis Library. This programme was facilitated by staff members, Unathi Mapongwana and Reginald Cloete. The programme included an introduction to computers, compiling a CV, searching different job sites and using PressReader on SmartCape.

#### Bonteheuwel Library:

There were 291 children from 5 different ECD centres at the library for story time during this quarter. These stories were told to foster a love for reading and also to improve listening skills.

The library partnered with Metro Police to provide an information session to Grade 7's from Central Park Primary. Constable Smith and Kleinhans engaged with the pupils regarding the means of identifying various types of emergencies and how to retrieve the relevant contact numbers to assist in the emergency.

The library held their annual reading competition on 14 May 2019. Grade 7's from 12 schools from the Bonteheuwel area participated. The learners had to read a portion of Charlie and the Chocolate Factory by Roald Dahl. All participants received certificates of participation and goodie bags. The winners received the respective floating trophies.

On the 18 June 2019, the library hosted a youth outreach programme for 150 youth in partnership with Councillor Angus Mckenzie of Ward 50, Metro Police Dog Unit, Sanlam, I-College Bonteheuwel Multipurpose centre, various other community members and staff. The event had a five-a-side soccer tournament, dance competition, skateboard exhibition, job opportunities, college opportunities, various other information and entertainment.

#### Delft Library:

During this quarter, 12 storytelling sessions were hosted; 9 library orientation sessions were held to encourage the culture of reading as well as marketing the library services. A total of 645 children attended these programmes.

The library is working in partnership with the IS&T Department (SmartCape) in an attempt to equip unemployed youth from the Delft community with basic computer skills. This is an ongoing programme and the demand for this training is increasing every day. Our target group is unemployed youth and adults. A total of 86 people attended this programme.

The library held its annual reading competition on the 15 May 2019. The target group was grade 7's and 11 schools participated. There were 28 participants. There were 3 languages contested and there was a winner for each language.

On 12 June 2019, the library hosted its very first ever Chess Tournament. The group comprised out of 24 players and were split into two divisions. The tournament started off with both groups split into four groups and playing on a round-robin basis with the top two in each group advancing to the knock-out stages.

#### Delft South Library:

During this quarter, the library had 16 storytelling sessions with 312 children from Klein Begin, Siyakha, Arise & Shine, Nyamezela, United, Pistache & Themba educare centres. The library also had 1 external storytelling session at Blikkiesdorp Informal Settlement, which was attended by 35 Children.

The library had an information literacy programme on the 30 June 2019, and the purpose of this was to assist Grade 5 & 6 pupils on how to use information retrieval resources when doing their school work. 13 Children participated in this programme.

A digital literacy programme for women was held to assist young women learn basic computer skills in order to be able to work on a computer to assist with job seeking, typing documents, etc.

On the 26 June 2019, the library in partnership with Recreation and Parks held a sport day event. 45 Children participated in the soccer and netball games which was hosted in the library court yard and parking lot.

#### **Special Programmes / Events**

##### Integrated Spelling Bee Competition held on 16 April 2019:

On the 16 April 2019, Sub Are 10 held their first Integrated Spelling Bee finals with 9 libraries participating. Each library had their own first round and the winners of each library participated in the finals. This event was held at Belhar Civic Centre.

There was an English and Afrikaans category which consisted of 3 rounds. Round 1 was a non- elimination round with words which the learners were exposed to and round 2 and round 3 were elimination rounds. The English rounds were tough and after having 2 rounds of tie breakers, there was eventually a winner.

Our MC, Lucien Ruiters, a librarian from Bonteheuwel Library, kept the audience entertained and the children at ease with his games and breathing exercises. The winner in the Afrikaans category was Geneveve Moses, representing Huguenot Square Library and the winner in the English category was Ancel Nzokira, representing Parow Library.

##### Amaboekies Competition held on 24 April 2019:

Four Sub Area teams, who made it to the finals, went up against each other for the coveted title in this exciting and usually nail-biting competition.

Amaboekies was held at the Goodwood Civic Centre and the winners who walked away with the prize this year was the Area Central Sub Area 10 team Vuyokazi Mayekiso (Assistant Librarian Belhar Library), Altino Pypers (Assistant Librarian, Ravensmead Library), Velna Konstabel (Assistant Librarian, Delft Library), Marvin Williams (Assistant Librarian, Parow Library), and Lucien Ruiters (Librarian, Bonteheuwel Library).

#### Africa Day at Delft South Library held on 24 May 2019:

Sub Area 10 hosted an integrated Africa Day event which was held at Delft South Library. 100 people were invited to this event including the Nelson Mandela Peace Park Seniors Club (representing Coloured communities), Adonis Musati (representing Foreign Nationals), Higher faith Development from Belhar (representing Khoisan communities), Fikiswa group (Traditional Xhosa dancers), Iziko Museum, Zibele Jika (Poet), Naledi Mokoeana (Poet), Monde Ntantala (Musician) and others. The aim of the event was to encourage and promote the spirit of Ubuntu within the communities.

### **Challenges / Successes**

The libraries within Subcouncil 5, provided 13 EPWP opportunities in total for the quarter. This gives our unemployed youth an opportunity to experience a working environment but also an opportunity to develop skills that they might use in the future.

#### Delft Library:

Windows were broken and the stone guards were stolen in an attempt to burgle and access the library. There was also an attempt to remove the emergency door. The broken windows were replaced and a new emergency door with steel plates were installed. The stolen stone guards were replaced.

#### Delft South Library:

The library is still experiencing continuous vandalism and theft. The SmartCape Computer Box (CPU) was stolen on 21 June 2019 (Case# DELFTCAS638/06/2019). The newly installed air-conditioning power supply was stolen at the back of the library on 22 June 2019 (Case#595/06/2019). The suspect was duly apprehended by Law Enforcement personnel.

### **Repairs and maintenance**

No significant repairs and maintenance took place during Quarter 4.

### **Security**

#### Bonteheuwel Library:

Three incidents have been reported of children with knives on the library premises. This is becoming a serious challenge. In all these incidents, Law Enforcement were contacted and they dealt directly with the youth.

**7.1. Constitutional and Policy Implications**

Not applicable.

**7.2. Sustainability implications**

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

No ☒ Yes ☐

**7.3. Legal Implications**

Not applicable.

**7.4. Staff Implications**

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

No ☒

Yes ☐

**7.5. Other Services Consulted**

Not applicable.

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**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	Gato Reading	ILL Loans Supplied
Bishop Lavis	42	152	86	66	0	21542	33444	0
Bontebeuvel	38	128	67	61	0	17025	62607	0
Delft	45	244	152	92	0	18909	75273	5
Delft South	40	208	146	61	1	14550	26308	0
<b>Grand Total</b>	<b>165</b>	<b>732</b>	<b>451</b>	<b>280</b>	<b>1</b>	<b>72026</b>	<b>197632</b>	<b>5</b>

Total sessions per Gender					Total sessions per Age Group			
SmartCape	Total sessions per Gender		Age 0 - 12		Age 13 - 17		Age 18 - 25	
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	
Bontebeuvel	2813	1871	942	838	515	423	1037	
Delft	4635	3273	1362	585	501	1113	2436	
Delft South	3432	2275	1157	383	529	927	1593	
<b>Grand Total</b>	<b>13215</b>	<b>9059</b>	<b>4156</b>	<b>2269</b>	<b>1765</b>	<b>2919</b>	<b>6262</b>	

Library	Reading Programmes	Attendees	Information Literacy Gr. 6	Attendees	Story Telling	Attendees
Bishop Lavis	1	14	1	45	14	585
Bontebeuvel	1	48	2	48	10	291
Delft	1	28	1	12	12	180
Delft South	1	18	1	13	17	35
<b>Grand Total</b>	<b>4</b>	<b>108</b>	<b>5</b>	<b>118</b>	<b>53</b>	<b>1091</b>

Library	Digital Literacy Session	Attendees	Library Orientation	Attendees	Formal Book Club Sessions	Attendees
Bishop Lavis	2	19	9	218	3	26
Bontebeuvel	0	0	8	265	0	0
Delft	2	25	10	145	1	7
Delft South	1	13	1	100	3	6
<b>Grand Total</b>	<b>5</b>	<b>57</b>	<b>28</b>	<b>748</b>	<b>7</b>	<b>39</b>



FOR FURTHER DETAILS, CONTACT:

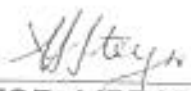
NAME	Thandiwe Mtshengu
CONTACT NUMBERS	021- 400 5106/ 083 308 9484
E-MAIL ADDRESS	thandiwe.mtshengu@capetown.gov.za
DIRECTORATE	Community Services and Health
FILE REF NO	2/27/4
SIGNATURE: HEAD: AREA 10	

  
AREA CENTRAL MANAGER  
[JUNE SWARTZ]

Comment:

DATE

19/09/2019

  
DIRECTOR: LIBRARY &  
INFORMATION SERVICES  
[NINNIE STEYN]

Comment:

DATE

20.9.2019