

REPORT TO SUBCOUNCIL 21

1. ITEM NUMBER : **21SUB12/08/19**

2. SUBJECT

[LSU J1266]

**LIBRARY AND INFORMATION SERVICES' QUARTERLY ACTIVITY
REPORT FOR THE PERIOD 1 JANUARY 2019 TO 31 MARCH 2019**

**IINKONZO ZAMATHALA EENCWADI NEZOLWAZI: INGXELO YARHOQO
NGEKOTA EMALUNGA NOMSEBENZI YESITHUBA ESISUSELA NGOWO-
1 KWEYEKHALA UKUYA KOWAMA-30 KWEYOMSINTSI 2019**

**BIBLIOTEEK- EN INLIGTINGSDIENSTE: KWARTAALLIKSE
AKTIWITEITSVERSLAG VIR DIE TYDPERK 1 JANUARIE 2019 TOT
31 MAART 2019**

3. PURPOSE

The purpose of the report is to inform Subcouncil of the activities of the Department for the period 1 January 2019 to 31 March 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 January 2019 to 31 March 2019.

6. RECOMMENDATIONS

It is recommended that the report be noted.

AANBEVELING

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

ISINDULULO

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.

7.1.1 Services

Kuils River Library issues book loans to Eden Park Retirement Village and Adante Old Age Home.

7.1.2 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.

A total of 21 story-telling sessions with 453 attendees were held at the libraries during the second quarter.

The libraries presented 16 library orientation sessions, where children are *inter alia* taught to use reference materials.

In addition, both libraries commemorated South African Library Week from 16-24 March 2019. Kuils River Library participated in the Library Week Display Competition, hosted a special programme for seniors, a day of pampering with hand and arm massages, storytelling, refreshments and goodie bags despite load shedding. On Friday, 22nd March the library hosted local author, Haroldene Tshienda. She shared her life story and discussed two of her books, "Never Give Up" and "A Woman's World", how to publish your book and read some poetry. A few copies of her first book were given to people in the audience. Mrs Tshienda is a publisher and currently in the process of publishing her 5th book. The former National Minister of Trade & Industry, Dr Rob Davies and his wife, who is also librarian by profession, attended Mrs Tshienda's book talk.

The libraries also had Fine Free Week to afford patrons the opportunity to return their long overdue books and for the LIS Department to recover lost books. Friends of Kuils River Library donated approximately 70 books to the ATKV to distribute to schools in rural areas and underprivileged communities. The article appeared in the Tygerburger of 13th March 2019.

The highlight of the third quarter, for PD Paulse Memorial Library is undoubtedly the opening of the newly renovated library to the public on the 7th January 2019. The building is named after a member in the community that went the extra-mile in the community to ensure that the Sarepta Community has a library. During library week PD Paulse Memorial Library held a career expo, a chess tournament and a morning tea for the senior patrons with a visit from author Mr Daniel Jantjies.

Kuils River Library recently launched its in-house READ IT FORWARD CAMPAIGN for Grade 3 learners, which takes place every Tuesday and Thursday at 15h30. This campaign forms part of the Department's ongoing Library Reading Awareness Programmes. It is a joint venture whereby the High School learners assist Grade 3 learners to enhance their reading skills. This is a goodwill gesture called "Pay it Forward" e.g. to do something good for someone because someone else did something good for you. Therefore, referred to as "Read It Forward". An integral part of the service offerings is to help and encourage children to love reading. Children who struggle with reading have a hard time and it is vital to tackle the problem in their formative years. The programme also aims to assist in sharpening and developing their critical thinking, public speaking, fluency in reading, analyzing, spelling, comprehension, presentation and reading speed and performance skills. During the launch children and the volunteers pledged their commitment and dedication towards the programme. Approximately 160 kids attended the programme since the launch in February.

7.1.3 Challenges / Successes

The library and information services team would like to expand on their current service offering and introduce activity clubs which would support the acquisition of maths, science and technology skills but are unfortunately challenged in respect of resources to introduce robotics clubs, F1 clubs, science buddy clubs and gaming clubs.

7.1.4 Repairs and maintenance

The roof of Kuils River Library was leaking and has been repaired. PD Paulse Memorial Library had major, pro-active maintenance. The library received a total overhaul with a bigger children's section and dedicated study area being created.

7.1.5 Security

The libraries both continue to face safety issues and as a result PD Paulse Memorial Library has had to amend its open hours on a Friday to close earlier due to its location next to the bottle store, which results in members of the public parking, drinking and urinating at the entrance of the library.

Kuils River Library had an incident of theft of staff property while the library was open.

Kuils River and PD Pause Memorial Libraries both have a security guard on the premises, which has significantly improved security in general.

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 ☐

7.6. Other Services Consulted

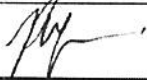
Not applicable.

ANNEXURES

Annexure A – Statistical Analysis Sheet

FOR FURTHER DETAILS CONTACT :

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FILE REF. NO.	2/2/7/4
SIGNATURE: HEAD:	
AREA	


AREA MANAGER
Mr Flippie Van Der Walt

Comment:

DATE

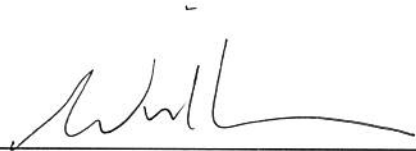
14/6/19


DIRECTOR
Ms Ninnie Steyn

Comment:

DATE

14. 6. 2019

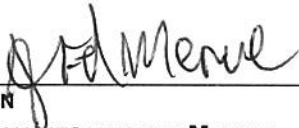


ACTING SUBCOUNCIL MANAGER
ERIKA WILLIAMS

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DATE 2019.08.07

Comment:



CHAIRPERSON
CLLR/DR JOHANNES VAN DER MERWE

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DATE 2019.08.07

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Annexure A – Statistical Analysis Sheet

Subcouncil	Subc 021
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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
Kuilsrivier	39.5	0	0	0	0	44276	39281	25
P D Paulse	37	0	0	0	0	13666	37164	0
Grand Total	76.5	0	0	0	0	57942	76445	25

	SmartCape	Total sessions per Gender		Total sessions per Age Group			
	Total Sessions	Male	Female	Age 0 - 12	Age 13 - 17	Age 18 - 25	Age 26+
Library							
Kuilsrivier	2349	1664	685	282	542	435	1090
P D Paulse	1488	1119	369	341	316	342	489
Grand Total	3837	2783	1054	623	858	777	1579

Library	Reading Programmes	Attendees	Information Literacy Gr. 6	Attendees	Story Telling	Attendees
Kuilsrivier	1	36	1	15	12	235
P D Paulse	1	20	2	82	9	218
Grand Total	2	56	3	97	21	453

Library	Digital Literacy Session	Attendees	Library Orientation	Attendees	Formal Book Club Sessions	Attendees
Kuilsrivier	2	38	5	246	5	94
P D Paulse	0	0	11	113	5	54
Grand Total	2	38	16	359	10	148

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