



REPORT TO SUBCOUNCIL 1

1. ITEM NUMBER: **01SUB 08/09/2021**

[N0072]

2. SUBJECT

**LIBRARY AND INFORMATION SERVICES: QUARTERLY ACTIVITY
REPORT FOR THE PERIOD 1 APRIL 2021 TO 30 JUNE 2021**

**BIBLIOTEEK- EN INLIGTINGSDIENSTE: KWARTAALVERSLAG VIR DIE
TYDPERK 1 APRIL 2021 TOT 30 JUNIE 2021**

**IINKONZO ZAMATHALA EENCWADI NOLWAZI: INGXELO yeKOTA
ENGEMISEBENZI yeSITHUBA ESISUSELA NGOWO1 kuTSHAZIIMPUZI
2021 UKUYA KOWAMA30 KWEYESILIMELA 2021**

3. PURPOSE

The purpose of the report is to inform the Subcouncils of the activities of the Department for the period 1 April 2021 – 30 June 2021.

4. FOR DECISION BY

This report is for noting by the Subcouncils.

5. EXECUTIVE SUMMARY

This report provides an overview of the activities of the Library and Information Services Department (LIS) for the period 1 April 2021 – 30 June 2021

6. RECOMMENDATIONS

It is recommended that the report be noted.

AANBEVELINGS

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

ISINDULULO

Kundululwe ukuba makuqwalaselwe ingxelo.

7. DISCUSSION/CONTENTS

The Department aims for excellence in providing highly professional and cost-effective lending, reference, and community information service. This report deals with the monitoring of service delivery at Avondale Library, Bloubergstrand Library, Du Noon Library, Koeberg Library, Mamre Library, and Wesfleur Library.

7.1.1 Services

During this quarter and under the COVID-19 pandemic restrictions, libraries in the subarea were able to provide outreach services to some of our partners and organizations in the communities we serve. Services were rendered to pre-schools in Du Noon, informal settlements, and Early Childhood Development (ECD) Centres in the Atlantis and Westcoast areas. The libraries provided drop and collect services, SmartCape services, browsing and study spaces to the patrons.

7.1.2 Programmes (Events and promotions)

The libraries in the subarea continued to ensure that the communities in their respective areas were provided with efficient services and programmes during this past quarter.

An overview of new membership, circulation, gate readings, and SmartCape usage at the libraries, is attached as Annexure A.

The libraries in the subarea were very active this past quarter, two of the subarea libraries, namely Du Noon and Mamre formed part of the Informed Women Transforms Lives Campaign (IWTL) Project, which aims to empower women in their communities. Libraries in the subarea also embarked on the vaccine registration assistance programme for their patrons over 60 years of age. This was a very timely and well-received programme in the communities.

The Wesfleur Library also represented LIS in the transversal programme at the Wolwerivier Informal Settlement. The other sister departments that were also involved in the transversal programme were City Health, Recreation and Parks and Social Development & Early Childhood Development. Staff members from the Wesfleur Library, as well as the Du Noon Library, spearheaded the entertaining part of the transversal programme. The theme of the programme was "Clean Hands". Librarians read two English stories which aligned with the theme and educated the children on the importance of keeping your hands clean. The stories were well presented and communicated the importance of personal hygiene and its relationship to keeping germ-free and healthy. At the end of each session, children were asked questions about the stories read to them, to enhance their comprehension abilities.

LiBee the library mascot was also in attendance, which enhanced the kids excitement. Goodie bags, with library promotional materials were handed out to the children at the end of the programme.

7.1.3 Challenges / Successes

The current restrictions because of the Covid-19 pandemic have affected the attendance of the programmes, this has led libraries to have done some of the programmes virtually. Libraries in the subarea did storytelling sessions, information literacy sessions, and book club sessions and posted it on their Facebook pages, which allowed more patrons to have access and to enjoy the programmes.

Wesfleur Library was very inventive in the last quarter as they decided to have a pop-up library in front of the counter due to the falling ceiling panels (see attached pictures as Annexure B), to ensure that the library continued to serve the public and they also ensured that the vaccine registration process continued.

7.1.4 Repairs and maintenance

The Wesfleur Library was closed due to the falling ceiling panels, the library only offered drop and collect services.

7.1.5 Security

There were no incidents at any of the libraries during the reporting period.

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 <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>
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7.4. Legal Implications

Not applicable.

7.5. Staff Implications

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

No ☒

Yes ☐

7.6. Other Services Consulted

Not applicable.

FOR FURTHER DETAILS, CONTACT:

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AREA MANAGER: NORTH.

DAIRMAID WESSELS

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**DIRECTOR: LIBRARY AND
INFORMATION SERVICES**
NINNIE STEYN

Comment:

Comment:

SUBCOUNCIL MANAGER: NORTH.

WESSIE VAN DER WESTHUIZEN

SUBCOUNCIL CHAIRPERSON.
Nora Grose

Comment:

Annexure B





Subcouncil 01

Subcouncil	Subc 001
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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
Avondale	42	50	22	28	0	11412	1906	0
Bloubergstrand	35	11	8	3	0	6967	0	0
Dunoon	0	260	141	119	0	9978	5212	0
Koeberg	42	50	32	10	0	19251	3676	0
Mamre	42	28	15	13	0	10110	6420	0
Westfleur	46	1	0	1	0	6663	1955	0
Grand Total	207	400	218	182	0	64381	24249	0

Library	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+	
Avondale	0	0	0	0	0	0	0	
Bloubergstrand	14	1	13	0	0	0	14	
Dunoon	1624	940	684	472	208	343	601	
Koeberg	30	19	11	0	0	0	30	
Mamre	199	58	141	7	10	9	173	
Westfleur	75	69	6	16	0	6	53	
Grand Total	1942	1087	855	495	218	358	871	

Subcouncil 01

Library	Reading Programmes	Attendees	Information Literacy	Attendees	Storytelling	Attendees
Avondale	3	30	1	2	7	150
Bloubergstrand	0	0	0	0	3	3
Dunoon	4	27	4	27	15	142
Koeburg	3	65	0	0	1	2
Mamre	7	66	6	37	12	109
Wesfleur	1	10	1	10	7	167
Grand Total	18	198	12	76	45	581

Library	Digital Literacy Session	Attendees	Library Orientation	Attendees	Formal Book Club Sessions	Attendees
Avondale	0	0	0	0	0	0
Bloubergstrand	0	0	0	0	2	42
Dunoon	1	6	1	26	0	0
Koeburg	0	0	0	0	3	16
Mamre	4	31	2	17	0	0
Wesfleur	1	2	0	0	2	5
Grand Total	6	39	3	45	7	63



MR W V/D WESTHUIZEN
Subcouncil 1 Manager

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DATE

20.08.2021



CLLR N GROSE
Chairperson Subcouncil 1

☐

DATE

20.08.2021
