



1. ITEM NUMBER: **19SUB16/09/21**

2. SUBJECT

[N0404]

**LIBRARY AND INFORMATION SERVICES: QUARTERLY ACTIVITY
REPORT FOR THE PERIOD 01 JANUARY 2021 TO 31 MARCH 2021.**

**BIBLIOTEEK- EN INLIGTINGSDIENSTE: KWARTAALLIKSE
AKTIWITEITSVERSLAG VIR DIE TYDPERK 01 JANUARIE 2021 TOT 31
MAART 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 01 April 2021 to 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 01 April 2021 to 30 June 2021.

6. RECOMMENDATIONS

It is recommended that the report be noted.

7. DISCUSSION/CONTENTS

7.1.1 Services

Ocean View Library continued to engage with the early childhood development centers in the area, providing storytelling sessions with themed use of educational toys. Much less activity took place due to capacity constraints and level 4 restrictions. Libraries could therefore not provide services such as old age home visits.

Libraries have now been able to increase their services to include study facilities and access to SmartCape. Kommetjie Satellite expanded their services to include browsing, allowing patrons to enter the library and look for their own material.

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.

The Subcouncil 19 libraries continued to adhere to Covid-19 restrictions and protocols for all their activities and programmes.

Formal book club sessions continued to take place at some of the libraries. Fish Hoek Library held monthly sessions for adults, where they discussed books they recently read. Masiphumelele Library held sessions in partnership with Ikamva Youth.

Reading programmes were carried out at some of the libraries. Fish Hoek Library presented their programme in the form of reading lists for girls in the 7 to 12 age group, aimed at motivating them to read. Ocean View Library's programme took place in the form of 5 sessions. This was held with children in the 10 to 15 age group, who have difficulty reading in their home language.

Several storytelling sessions took place. Muizenberg Library visited Kingdom Pre-school for some of their sessions. Ocean View Library hosted Happy Times Centre and New Life Preschool at the library. Fish Hoek library hosted smaller groups of children in the library.

Masiphumelele Library participated in the Area South Transversal Informal Settlement programme in quarter 4. The various departments in Area South, including City Health, Social Development & ECD, Library and Information Services and Recreation and Parks teamed up with Living Hope. They provided a youth leadership programme for the youth living in informal settlements, in order to prepare them for future leadership careers. The programme was held at the Masiphumelele Baptist Church hall, as it had adequate space for adhering to social distancing protocols.

7.1.3 Challenges / Successes

One of the biggest challenges has been the restrictions placed on libraries as a result of the Covid-19 pandemic, which provides for reduced services only. Staffing the libraries has also been challenging, as many have had to go into quarantine, and many lost loved ones.

The Senior Librarian post at Simon's Town Library has been abolished. The Senior Librarian at Kommetjie Library will take charge of Simon's Town Library, in addition to Kommetjie Library, thereby both libraries becoming Satellite Libraries. The reduction in services came as a result of budget cuts.

Ben Turok and his wife Mary made a legacy donation towards the development of a new Adult Outreach Centre in Masiphumelele, facilitated by The Rotary Club of Newlands. Ben sadly passed on, and his wife honoured his wishes by continuing with the project. The construction of the new Centre was finalised at the end of quarter 4.

7.1.4 Repairs and maintenance

Nothing to report.

7.1.5 Security

Nothing to report.

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 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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**AREA MANAGER: LIBRARY AND
INFORMATION SERVICES
CARMEN HOLTZMAN**

Comment:

DATE _____

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

Comment:

DATE _____