

REPORT TO SUBCOUNCIL 20

1. **ITEM NUMBER :** 20SUB17/6/2017

2. **SUBJECT**

LIBRARY AND INFORMATION SERVICES' QUARTERLY REPORT FOR SUBCOUNCIL 20 FOR THE PERIOD 1 JANUARY 2017 TO 31 MARCH 2017.

KWARTAALVERSLAG VAN BIBLIOTEEK- EN INLIGTINGSDIENSTE VIR SUBRAAD 20 BIBLIOTEKE VIR DIE TYDPERK 1 JANUARIE 2017 TOT 31 MAART 2017.

INGXELO YARHOQO NGEKOTA YEENKONZO ZAMATHALA EENCWADI NOLWAZI ENGBHUNGANA 20, YESITHUBA ESISUSELA NGOWO-1 KWEYOMQUNGU UKUYA NGOWAMA-31 KWEYOKWINDLA 2017.

LSU H6029

3. **PURPOSE**

The purpose of the report is to inform the Subcouncil of the performance of the libraries in the Subcouncil for the period 1 January 2017 to 31 March 2017.

4. **FOR DECISION BY**

This report is for noting by the Subcouncil.

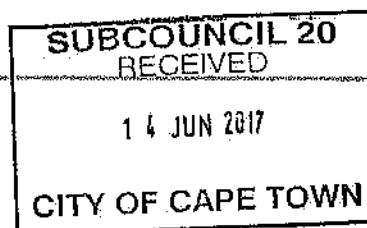
5. **EXECUTIVE SUMMARY**

This report provides an overview on the performance of the Libraries in Subcouncil 20 for the period 1 January 2017 to 31 March 2017.

6. **RECOMMENDATIONS**

It is recommended that the report be noted.

AANBEVELING



Making progress possible. Together.

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 activities at the Libraries and service delivery within the prescribed section.

7.1.1 Programmes (Events and promotions)

The Libraries presented a host of programmes during the quarter under review, including celebrating South African Library Week in March 2017 with the theme "My Library, Your Library".

Integrated Event

During Library Week, Wynberg, Plumstead, Southfield, Meadowridge and Tokai libraries, along with the Recreation and Parks Department, and SANCOB, put together a fun and exciting day of storytelling, informative talks, games, arts and crafts and a tour of the mobile bus. The event was held in collaboration with Ottery Library at the Ottery Multipurpose Centre. The event was attended by Councillor Eddy Andrews, Area Based Mayco member.

Rondebosch Library

During this period the library had holiday programmes which consisted of making origami bookmarks and bottle pencil cases. These holiday programmes had a total of 111 attendees. The library continued doing their story telling sessions with the 2 – 5 year olds which was well attended with certain months having a total of 281 children.

Library orientation sessions continued which was carried out with certain schools, viz., Keurboom and Clarebosch schools.

The visits to old age homes in the area continued with a total of 101 members being attended to and a total of 834 items being issued to them.

Claremont

Holiday activities carried out at Claremont included colouring in and painting activities with the children. Children enjoyed doing some hand printing with paints for a poster. Craft workshop was carried out, showing them how to make bracelets from beads. Themed storytelling sessions for the 0 – 3 year olds continued. During the Library Week in March, Claremont had an author's evening where 4 authors enlightened the patrons about their books. One of the other programmes carried out during library week included a collaboration with the Health department in doing HIV/AIDS and TB testing at the library. There was a great marketing initiative carried out where staff setup a stand outside Cavendish shopping mall to promote the services of the library.

Wynberg

Various holiday activities were carried out Wynberg of which one was an Easter egg hunt. Craft activities done, had to do with the making of an Easter basket for the eggs and the making of birthday cards.

The weekly Pramjam sessions continued for the 0 – 3 year olds which is always well attended. Visits to the old age homes were carried out where books were exchanged. The old ages homes visited included, Sunnysite and Parkhaven. The adult outreach activity which Wynberg hosts is the knitting club which meets every Friday. The ladies get together to knit items for underprivileged babies. Items made are booties, caps and jerseys.

The weekly chess clubs were held. The coach took the learners from the club to attend a competition at another library. On World Read Aloud day which occurred in February, staff went out to Parkhurst old age home to read stories to the seniors. A successful Library Week programme was carried out which included an activity being done in collaboration with a doctors practice. A health awareness session was held where the doctors tested patrons' cholesterol and blood pressure. An author evening was held where Dr. Helen Robinson addressed patrons on the history of Wynberg. This was a well-attended session.

Wynberg Library building requires an activity hall. Currently the reference room hosts the activities done at the library. The result however is that the room is off limits to the rest of the patrons during this period. With the Pramjam sessions, the room is always filled to capacity as this activity is always well attended. Space is a major challenge at the Library and extensive extensions are required.

Plumstead

Holiday programs carried out at Plumstead included one of fabric painting with children between the ages of 6 and 9. With World Read Aloud day in February, the authors Katherine Graham and Heather Davids were invited to the library to read their stories aloud to the children. A successful library week programme was carried out at the library. One of the activities included a senior's tea where Councillor Carol Bew attended. The fire department came out to the library to entertain and inform the children on fire safety.

Southfield

Various holiday activities were carried out at the library. A special event was held in February where a CV skills and job readiness workshop was held. This session was attended by 20 adults where a facilitator presented a workshop on how to prepare for an interview, prepare a CV, informed about code of conduct and appropriate dress. The CV skills workshop was a huge success as it filled a need for the unemployed and young job seekers in the community. Library Week activities included a successful Courtyard Carnival outreach activity where Recreation and Parks came on board to assist. A tea was held to celebrate the seniors that make use of the library. The local councillor Carol Bew gave a speech at this session. A digital orientation session was held with adults on the Smartcape facility. Patrons and interested members of the community were shown how to effectively use the internet for various activities that included looking for jobs, Facebook, setting up an email account as well as the responsible use of social media.

Meadowridge

Story time sessions continued at the library with a total of 254 children in attendance for the period. The sessions were attended by a preschool and children from the community. At the one session the author Katherine Graham read to the children. The library hosted a successful library week programme. One of the activities included a marketing drive at the Park 'n Shop shopping center opposite the library. The author Michele Rowan gave a talk on her latest book, "Hour of Darkness". Special displays were setup during this week by the Cape Town Clothing Guild and the Lace Guild. A special senior tea was held in February where they were treated with musical entertainment and a speaker from the National Gallery. All the treats for the seniors was made possible by the funding of the ward councilor, Carol Bew.

Tokai Library

The regular story time sessions were carried out with Jitterbugz preschool and Little Squirrel daycare. On World Read Aloud Day in February, staff went to Westlake United Crèche to read to the children. Stories were read to all the age categories from 3 – 6 years of age. During Library Week staff carried out a programme with Jitterbugz preschool.

7.1.2 Statistics of libraries for Q3

Circulation

Library	Total	Jan	Feb	March
Claremont	60115	21095	18508	20512
Meadowridge	72655	23996	22957	25702
Plumstead	19620	6713	5972	6935
Rondebosch	43346	13688	14078	15580
Southfield	24720	10496	7955	6269
Tokai	2054	1178	416	460
Wynberg	29224	9764	9037	10423
Cumulative Head Total:	251734	86930	78923	85881

Open Hours of Libraries

Library	Open Hours
Claremont	45.0
Meadowridge	45.0
Plumstead	40.0
Rondebosch	45.0
Southfield	35.0
Tokai	35.5
Wynberg	46.0

Gate Reading and Membership

Library	Gate Reading	New Members	Total Membership
Claremont	29252	363	6512
Meadowridge	37673	272	5082

Plumstead	12934	110	1936
Rondebosch	43075	203	4030
Southfield	16262	114	3293
Tokai	-	1	3564
Wynberg	8188	248	4797
TOTAL	519814	1311	105095

Tokai library was closed during this quarter to the public due to the damage caused by the tree.

7.1.3 Repairs and maintenance

Tokai library was closed during this period which resulted in the community not being able to make use of the facility. On 8 October 2016 a pine tree was blown over and damaged the Tokai Library building causing considerable damage to property. Due to the safety risks involved, management took a decision to close the Library to the public. A process was embarked on to secure the Library from further damage and risk and to get a contractor to do the repairs.

Rondebosch Library has a major problem with dampness due to a roofing problem. The dampness caused one of the timber structures inside the library to pull away from the wall, making the area unsafe for patrons. After all investigations were done the decision was made to remove the structure. Major building repair work is required at Rondebosch Library. The Department is currently in discussions to procure additional funding to replace the roof and to effect other major repairs needed.

7.1.4 Security

Meadowridge Library was fenced. This will hopefully limit any theft and vandalism that occurred previously at the library.

7.2. Constitutional and Policy Implications

None

7.3. Sustainability implications

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

No

Yes

7.4. Legal Implications

No legal implications

7.5. Staff Implications

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

resources being required?

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No

Yes

7.6. Other Services Consulted

N/A

FOR FURTHER DETAILS, CONTACT:

NAME	Gilbert Isaac
CONTACT NUMBERS	021 5144182
E-MAIL ADDRESS	Gilbert.isaac@capetown.gov.za
DIRECTORATE	Social Services
FILE REF NO	2/27/14

C. M. M. M. M.

EXECUTIVE DIRECTOR
Ernest Sass

NAME

DATE

12/06/17

Comment:

REPORT COMPLIANT WITH THE PROVISIONS OF COUNCIL'S DELEGATIONS, POLICIES, BY-LAWS AND ALL LEGISLATION RELATING TO THE MATTER UNDER CONSIDERATION.

SUBCOUNCIL MANAGER: R WHITE

NAME

RICHARD WHITE

TEL

DATE

14/06/2017

Comment: