

SERVICE OFFERING AT SPECIFIC LIBRARIES

Libraries have been grouped together based on the services that they can currently offer. This has been informed by the requirement to adhere to COVID-19 directives and regulations to safeguard our staff and users and minimise risks as far as possible.

In addition, an indication is included with respect to the number of users that can be accommodated linked to the various services at any given time.

Group A – All services excluding ILLs, programmes, photocopying and printing and halls for use by the community

Total: 71 libraries

Area	SMT	Library	Capacity Study	Capacity SmartCape	Capacity Browsing
North	1	Avondale	3	2	3
North	3	Bothasig	10	2	8
North	2	Brackenfell	15	3	14
North	4	Brooklyn	7	5	6
North	5	Camps Bay	1	1	10
North	1	Du Noon	19	6	10
North	2	Durbanville	20	1	25
North	2	Eikendal	6	3	9
North	2	Fisantekraal	6	3	8
North	4	Kensington	6	4	8
North	2	Kraaifontein	5	3	12
North	4	Langa	10	4	5
North	1	Mamre	3	2	7
North	4	Maitland	3	1	2
North	3	Milnerton	15	3	10
North	4	Pinelands	8	4	7
North	5	Seapoint	9	3	18
North	2	Scottsdene	6	6	10
North	3	Table View	8	3	10
North	5	Vredehoek	2	3	7
North	1	Wesfleur	8	4	12

North	5	Woodstock	4	3	8
East	8	Eerste River	8	4	15
East	7	Harare	29	11	10
East	7	Kuyasa	25	20	5
East	6	Macassar	5	3	4
East	8	Melton Rose	5	5	12
East	7	Moses Mabhida	39	6	5
East	6	Strand	4	3	12
East	6	Suider Strand	3	3	4
Central	9	Adriaanse	13	5	20
Central	11	Athlone	3	12	6
Central	10	Belhar	9	5	5
Central	10	Bellville South	7	3	2
Central	10	Bishop Lavis	15	5	5
Central	11	Bridgetown	3	3	2
Central	10	Delft	14	4	10
Central	10	Delft South	14	3	4
Central	9	Elsies River	8	3	15
Central	11	Gugulethu	25	5	5
Central	11	Hanover Park	14	3	14
Central	10	Huguenot Square	16	3	6
Central	11	Lansdowne	2	2	2
Central	11	Manenberg	16	6	10
Central	11	Nyanga	14	5	4
Central	10	Parow	14	4	18
Central	11	Rylands	8	3	6
Central	9	Valhalla Park	14	2	7
South	12	Brown's Farm	23	5	10
South	13	Claremont	15	5	20
South	12	Crossroads	30	8	5
South	14	Fish Hoek	6	4	12
South	14	Grassy Park	10	4	5

South	14	Lotus River	5	3	8
South	14	Masiphumelele	15	4	5
South	13	Meadowridge	2	2	15
South	14	Muizenberg	4	2	3
South	14	Ocean View	4	6	5
South	14	Ottery	4	5	4
South	12	Philippi East	23	5	10
South	14	Retreat	5	4	6
South	13	Rondebosch	6	4	18
South	14	Simons Town	5	3	5
South	13	Southfield	4	2	14
South	12	Strandfontein	10	2	5
South	12	Town Centre	14	7	15
South	12	Westridge	12	5	8
Central	Chief	Bellville	60	7	15
North	Chief	Central	35	10	25

Group B – Drop and Collect only

Total: 9 libraries & Pelican Park Satellite

Area	SMT	Library	Reason (no browsing, study or SmartCape)
Central	9	Goodwood	Ventilation challenges – no windows that can open; OHS has done an assessment. Current status: Waiting on outcome of assessment done by Environmental Health on Monday, 2 November. A decision on the way forward will be taken once the reports have been received. Only a few staff members may operate from this facility at the moment.
East	6	Gordon's Bay	Not enough space to accommodate any other activities. Small library, limited space, section of library used for quarantining of library material
East	6	Somerset West	Ventilation challenges – awaiting SCM to arrange for site meeting to retrofit the burglar bars. Currently inadequate ventilation to comply with requirements
North	5	Mowbray	Not enough space to accommodate any other activities
South	12	Kommetjie	Space constraints: Extremely small library; no workroom or staff room; staff use desk area as their 'workroom area'; unable to accommodate staff as well as patrons; tables in the library used to quarantine books.
South	12	Lentegeur	Ventilation - Assessment was done by Bennie Swart's team – Tried to open the windows but the cages surrounding the windows are blocking further opening. Not resolved as yet.
South	15	Pelican Park Satellite	Insufficient space, very small library; Unable to accommodate staff, SmartCape and Browsing; Main Library: Size of 10X13sq ² ; One table, due to size and to ensure social distancing, can only accommodate one staff member in the room at a time; Workroom: Size of 5X3sq ² ; One table, due to size and to ensure social distancing, can only accommodate one staff member in the room at a time; Additional space for isolation and quarantine items (quarantine space is 2 X 6sq ²) were requested from school to accommodate drop and collect service for this purpose
South	13	Plumstead	Inadequate space; some of the staff also assisting at Southfield Library to enable this library to provide services as per Group A
South	12	Rocklands	Ventilation challenges - Assessment was done by Bennie Swart's team – Tried to open the windows but the cages surrounding the windows are blocking further opening. Not resolved as yet.

South	12	Weltevreden	Ventilation challenges - Assessment was done by Bennie Swart's team – looking at options to open windows to allow airflow. Not resolved as yet.
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Group C - Drop & Collect and Browsing Access only

Total: 5 libraries

Area	SMT	Library	Reason	Capacity-Browsing	Reason for No Study	Reason For No SmartCape
East	7	Khayetsha	Not enough space to accommodate any other activities. Ventilation challenges.	10	Ventilation not adequate, windows cannot open I study, or other areas in the library. Issue was reported to LIS maintenance, awaiting for feedback re possible solution (s)	Ventilation not adequate, windows cannot open I study, or other areas in the library. Issue was reported to LIS maintenance, awaiting for feedback re possible solution (s)
East	7	Kulani	Not enough space to accommodate any other activities. Ventilation challenges.	9	Ventilation not adequate, windows cannot open I study, or other areas in the library. Issue was reported to LIS maintenance, awaiting for feedback re possible solution (s)	Ventilation not adequate, windows cannot open I study, or other areas in the library. Issue was reported to LIS maintenance, awaiting for feedback re possible solution (s)
East	7	Masakhane	Not enough space to accommodate any other activities. Ventilation challenges.	15	Ventilation not adequate, windows cannot open I study, or other areas in the library. Issue was reported to LIS maintenance, awaiting for feedback re possible solution (s)	Ventilation not adequate, windows cannot open I study, or other areas in the library. Issue was reported to LIS maintenance, awaiting for feedback re possible solution (s)
North	3	Edgemean/Monte Vista	Not enough space to accommodate any other activities.	10	No study space	SmartCape space utilised for quarantine of library material,
North	3	Tygervalley	Not enough space to accommodate any other activities.	8	Not enough space to accommodate any other activities	No SmartCape services in the library

Group D - Drop & Collect, Browsing and SmartCape Access

Total: 7 libraries

Area	SMT	Library	Capacity – SmartCape	Capacity – Browsing	No Study
East	8	Kuils River	3	10	Study space used for quarantine
East	6	Lwandle / Hector Pietersen	2	4	Hall used to isolate staff wo must work alone.
East	6	P D Paulse	2	8	Study area is currently used as quarantine are as library has no hall
East	8	Sir Lowry Pass	2	4	No space – small library
North	5	Kloofstreet	3	4	Severe space constraints
South	13	Tokai	2	6	The library does not have a big hall and it is currently being used as a quarantine area for items and there is some furniture and auction items currently in it. The tables inside the library is being used as a cleaning station. The library's workroom forms part of the kitchen area and the little staffroom is being used as a workspace for a high scoring vulnerable employee.
South	13	Wynberg	4	6	No study space due to reference area being used for quarantining of books and the other study space by staff to ensure social distancing. Vulnerable staff also accommodated inside the library space.

Group E - Drop & Collect, Browsing and Study Access

Total: 4 libraries

Area	SMT	Library	Capacity - Study	Capacity - Browsing	No SmartCape
Central	10	Bonteheuwel	10	10	PCs stolen
Central	11	Heideveld	Due to damages after a burglary no study space available until repairs have been completed	6	SmartCape server stolen
East	6	Nazeema Isaacs	12	5	Stolen PCs to be replaced
North	5	Hout Bay	10	15	Upgrade in process

Group F - Drop & Collect, Study and SmartCape Access

Total: 3 libraries

Area	SMT	Library	Capacity - Study	Capacity - Browsing	No SmartCape
East	8	Hangberg	12	15	Ventilation in identified areas not adequate/compliant to enable access to the public
North	5	Mfuleni	6	2	Space constraints not enabling adherence to social distancing requirements
South	12	Tafelsig	13	4	Space constraints and ventilation issues being addressed; waiting on OHS assessment

Group G – Closed**Total: 3 libraries**

Area	SMT	Library	Reason
Central	10	Ravensmead	Pro-active maintenance completed, but LAN upgrade not yet completed due to some connectivity issues that had to be resolved Current status: Staff are working at the library and getting it ready for the public following on the completion of the pro-active maintenance project. It is estimated (as per feedback from IS&T) that the LAN upgrade will be completed within the next two weeks. Provisional opening date: 16 November 2020 Services: Once this is completed, the library will resume services in line with Group A.
North	1	Bloubergstrand	Space challenges – unable to ensure the required social distancing between staff and also between staff and the public Current status: various options being considered.
North	5	Observatory	Severe mould in the library; matter escalated to both OHS and Heritage.

Group H – Mobile Services

Area	SMT	Library	
South	13	Mobile Services	Service not currently operational; Council Decision – October 2020 – service to be phased out

Library Hall Usage

The table below provides an indication of the current use of library halls and thus most of the library halls are not available for public usage.

	Only Quarantine	Only Staff	Used for furniture storage to enable social distancing within the library	Mix use: Staff and Quarantine	Public usage	Occupied by CityHealth
Adriaanse	✓		✓			
Avondale	✓		✓			
Bonteheuwel	✓		✓			
Belhar	✓		✓			
Bellville	✓					
Bellville South	✓		✓	✓		
Bishop Lavis	✓	✓	✓	✓		
Brackenfell	✓					
Brown's Farm			✓			
Brooklyn						✓
Central	✓					
Claremont	✓		✓			
Crossroads				✓		
Delft	✓		✓			
Delft South	✓		✓			
Durbanville	✓	✓	✓	✓		
Eerste River	✓					
Elsies River	✓		✓			

Eikendal	✓		✓			
Fisantekraal	✓					
Fish Hoek	✓				✓	
Gugulethu	✓					
Grassy Park						
Hanover Park	✓					
Harare	✓		✓			
Heideveld	✓					
Huguenot Square	✓		✓			
Hout bay	✓		✓			
Khayelitsha	✓		✓			
Koeberg			✓	✓		
Kensington	✓					
Kuilsriver	✓		✓			
Kraaifontein	✓	✓	✓	✓	✓ (Blood Clinic)	
Langa	✓					
Lentegeur						
Leonsdale	✓					
Mamre	✓		✓			
Masakhane	✓		✓			
Meadowridge	✓		✓			
Melton Rose	✓		✓			
Milnerton	✓				✓	
Moses Mabhida	✓					✓
Nazeema Isaacs	✓		✓			
Nyanga	✓					
Parow	✓		✓			
Pinelands	✓					
Philippi East			✓			

Ravensmead	✓					
Retreat	✓					
Rondebosch	✓		✓			
Rocklands					✓	
Rylands	✓		✓			
Scottsdene	✓		✓			
Sir Lowry's Pass	✓		✓			
Somerset West	✓		✓			
Southfield	✓		✓			
Suider-Strand	✓					✓
Simons' Town	✓					✓
Strand	✓		✓			
Tafelsig			✓	✓		
Tokai	✓		✓			
Town Centre MP			✓			
Weltevreden			✓			
Wesfleur	✓		✓			
Westridge	✓					