



Centre for
COMMUNITY JUSTICE
and **DEVELOPMENT**

Annual Report 2014



Furthering Human Rights through Access to Justice

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Our Mission

The Centre for Community Justice and Development is committed to the furthering of human rights through the law, directing its skills in the area of criminal and social justice towards the understanding and solution of local community problems, focusing on challenges within the justice system.

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Acknowledgement of Funders

CCJD would like to acknowledge and thank the following funders for their generous support in 2014:

Atlantic Philanthropies
The D G Murray Trust
Anglo-American
1st for Women Foundation
HIVOS

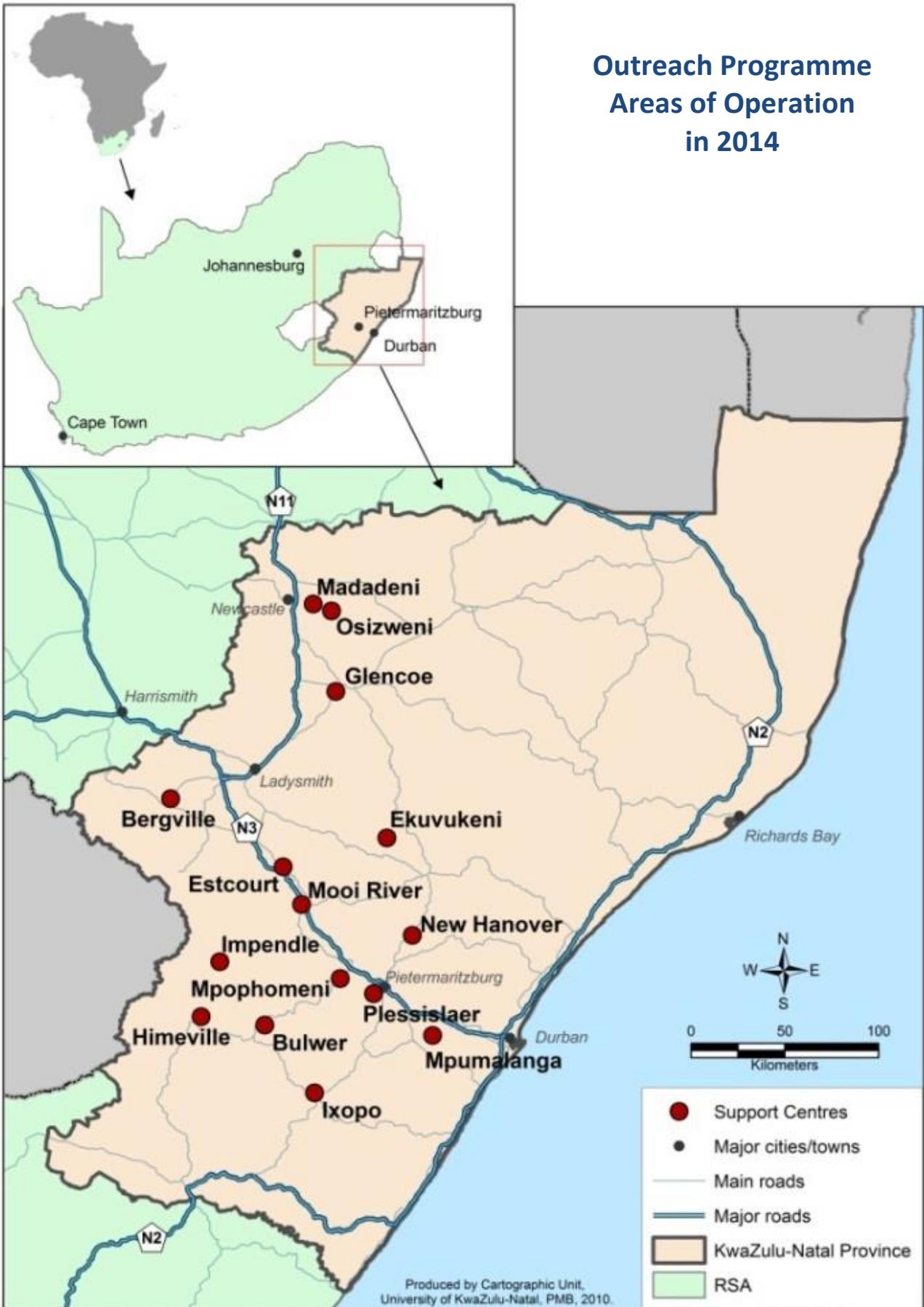
The French Embassy in South Africa
The Multi-Agency Grants Initiative (MAGI)
The Mary Slack and Daughters Foundation
The Stella Trust
The Raith Foundation
The Maurice Webb Trust

Our Objectives

CCJD works towards this vision by aiming to:

- Promote principles of justice and facilitate access to legal advice and resources in vulnerable and disadvantaged communities in the province of KwaZulu-Natal, South Africa.
- Promote and facilitate sustainable economic development in affected rural communities situated in the province of KwaZulu-Natal.
- Uphold and promote the principles, rights and responsibilities enshrined in the Constitution of South Africa.

Outreach Programme Areas of Operation in 2014



1. Chairman's Message



CCJD Chairperson

Professor James Lund

The South African Constitution 'enshrines the rights of all people in our country and affirms the democratic values of human dignity, equality and freedom'. It also requires the state to 'respect, protect, promote and fulfil' those rights. Yet, despite the vast network of laws and structures designed to meet these obligations, we are still far short of achieving the Constitutional goal of a country transformed into one in which human rights are enjoyed all. Vast numbers of people are unable to access the rights promised by the Constitution or enjoy its values of dignity, equality and freedom.

The Centre for Community Justice and Development (CCJD) is dedicated to addressing this shortfall, as daunting as that may be! And, as indicated in the pages of this report, it has done so with considerable success in those fifteen rural or peri-urban areas of KwaZulu-Natal in which it and its predecessor (the Centre for Criminal Justice) has established the advice offices of its outreach programme. Staffed by remarkable women selected from the local communities and trained as paralegals by CCJD, these offices do much more than offering only legal advice: they provide a diverse range of legal, social and educational services - a kind of 'one-stop-shop' for many different problems.

The scope of the work is, of course limited by the availability of funds. But CCJD is seeking to extend the use of its experience by providing accredited paralegal training for other organisations and by increasing the extent and publication of its research.

CCJD is fortunate to continue having the energetic, dynamic and visionary leadership of its Director, Winnie Martins, and a dedicated staff who have proved themselves, time and again, to be able to rise to numerous challenges in the interests of enabling poor and disadvantaged communities to exercise their human rights.

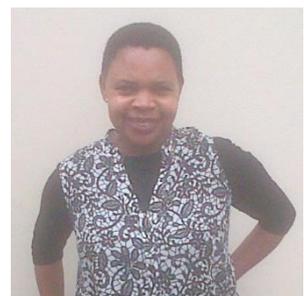
CCJD has also been fortunate in being able to find a number of new members who are willing to serve on its Board. Between them they provide a wide range of experience, expertise and fresh perspectives for the organisation.

James Lund, Chairperson

1. Director's Message

2014 saw positive developments in each of CCJD's three programmes. The fifteen advice offices continued to provide access to justice to rural communities, focusing on poverty alleviation and combatting the abuse of women and children. New projects included an increased focus on working with traditional leaders to promote the rights of women and children. The paralegals also expanded their work on LGBTI rights.

CCJD continued to provide technical and administrative support to the fifteen community advices office. The services rendered by the paralegals are



CCJD Director Winnie Martins

strengthened through regular training in the skills needed in their day-to-day work. At the same time CCJD is developing the capacity of the community-based paralegals to take over the administration and management of the advice offices. The training include towards this goal includes fundraising, financial record-keeping, database management and reporting.

In the training programme, after a rigorous inspection process CCJD registered in May as a training provider with SASSETA, the national education and training authority. This allows us to provide a one-year Certificate in Paralegal Studies. Starting in March 2015, we will offer our paralegals this accredited qualification and also train non-CCJD paralegals from across the country on request. The aim is to strengthen the community advice office sector in KwaZulu-Natal.

CCJD Head Office Staff in 2014		
Position	Staff Member	Year of Joining CCJD
Director	Winnie Martins	1994
Administrator	Yvette Cronwright	2013
Programme Manager	Jabu Sangweni	2006
Programme Coordinator	Dineo Moshoeshoe	2001
Research Director	Dr Karen Buckenham	2013
Fundraiser	Rupert Denham	2010
Head of Training Programme, Monitor	Carol Friedman	2000
Database Manager	Kary Smithers	2008
Finance Officer	Johan Nel	2014

CCJD’s research programme is growing, and we have five forthcoming publications in 2015. CCJD has welcomed a new director of research, Mrs Wendy Leeb.

CCJD also welcomed new board members, who have brought the skills required to take the organisation forward. Gugu Khumalo is a trained accountant and will offer financial advice. Getwana Mahlatse has a background as a community activist and social worker and will offer expertise on the NGO sector. Siphso Sokhela is the director of the YMCA and has experience of working for NGOs. Philippe Denis, a professor at the University of KwaZulu-Natal, is a researcher specialising in social justice issues and will strengthen our research programme.

Winnie Martins, Director

3. The Community Outreach Programme

The Community Outreach Programme, which is CCJD’s main focus, provides access to justice to fifteen rural communities in KwaZulu-Natal. Drawn from and living in the areas they serve, twenty trained paralegals help rural communities, especially women, to gain access to their legal rights and improve their lives. The offices enable disadvantaged individuals, who otherwise lack the knowledge or means, to learn about and use the law to solve their problems.



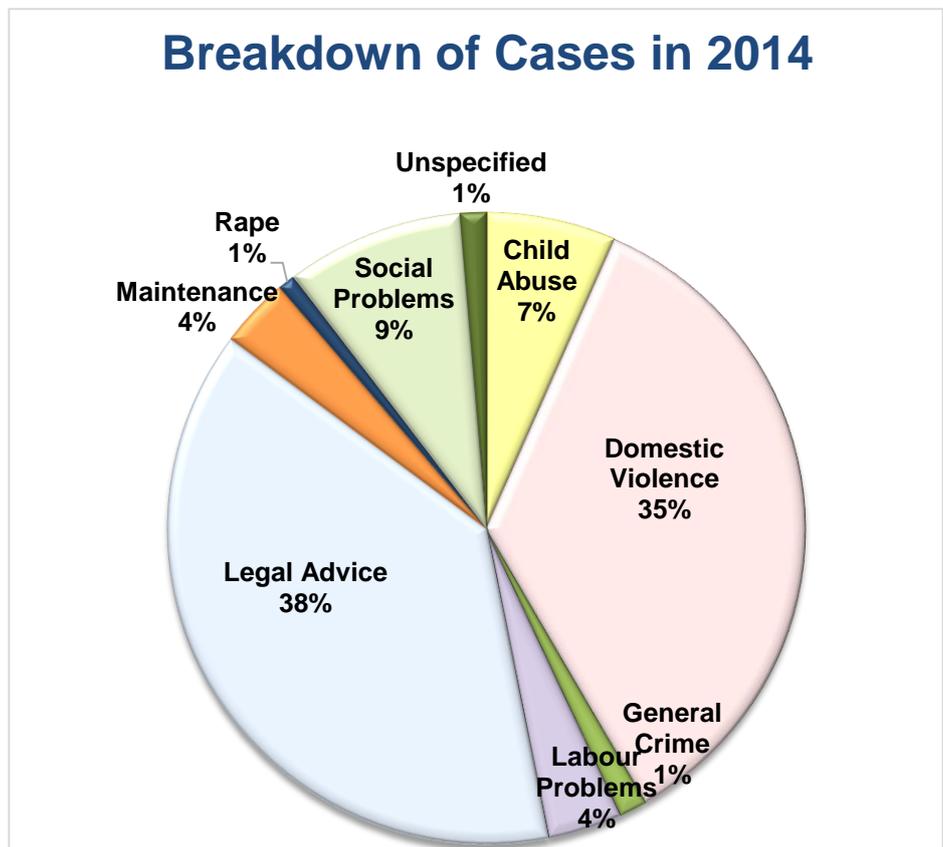
A victim of domestic violence who reported a case to Madadeni Advice Office in 2014

Staff offer the following services:

- They offer counselling to victims of rape and domestic violence.
- They provide legal information in order to inform people of their rights and possible courses of action.
- They help victims to make statements and apply for protection orders.
- They assist clients with out-of-court mediation and conflict resolution where parties prefer to talk rather than take legal action.
- They work with government departments and private organisations in order to obtain services for clients.
- They conduct workshops and presentations to educate communities about their rights and how to access them, so that they can solve their problems independently.
- They assist police, magistrates and prosecutors with cases reported to the offices.

3.1 Summary of Services in 2014

In 2014 CCJD's fifteen advice offices attended to 3432 new cases involving 7375 clients. As the chart opposite shows, the most common cases were domestic violence and legal advice on obtaining documents and financial entitlements such as pensions, retirement funds and grants. For the past ten years, these two issues have consistently been the most common that the advice offices have dealt with.



To tackle domestic violence, the paralegals conducted successful mediations in 800 cases, helping to bring an end to abuse. They also helped clients to obtain 527 protection orders.

In cases of legal advice (which involve obtaining documents and financial entitlements), staff helped clients to obtain at least R 8,114,548 in grants, pensions, maintenance, inheritances, insurance claims and retirement funds. These payments have benefitted approximately 400 people. Many have reported how they have used

the funds to pay for their children's education, build a new house or provide for other basic needs.

Under community education, staff gave 222 workshops to 3,363 people, with most of these being to traditional courts on women's and children's rights such as The Domestic Violence Act, The Maintenance Act and The Sexual Offences Act. The paralegals also organised 69 support groups for victims of domestic violence and gave 100 community presentations, while school visits covered topics such as teenage pregnancy, peer pressure, drug and alcohol abuse.



Mooi River paralegal Dudu Basi gives a workshop to farm labourers in 2014 on health and safety laws.

The offices worked closely with other stakeholders. 2054 cases were referred to CCJD by partners such as the police, while staff referred 1595 cases, mainly to the police, courts and Department of Social Development.

3.2 Dealing with Domestic Violence

The advice offices were established in 1997-98 primarily in order to help victims of domestic violence and rape. While reported cases of rape have since decreased, domestic violence remains one of the most common problems.

When dealing with it, trained staff provide counselling before taking statements. Clients are able to tell their story in a private and comfortable environment, rather than the bare and unfriendly public charge office that they would otherwise find themselves in. Clients are treated with sensitivity and compassion by staff who understand their culture and experiences.



Madadeni paralegal Sonto Nene (right) conducts a mediation in a case of domestic violence last year

When offering advice, if a paralegal thinks the abuser will not change his behaviour, she encourages the client to obtain a protection order or lay a charge. Many victims prefer this course of action, and some decide to leave the relationship after discussing it at the advice office. Last year, staff helped 527 clients to obtain

protection orders.

Victims frequently don't want to take legal action and in half of cases prefer to try to resolve the problem by mediation, often because they willing to give the abuser a second chance. This process includes educating men in their responsibility and the legal consequences if they continue the abuse.

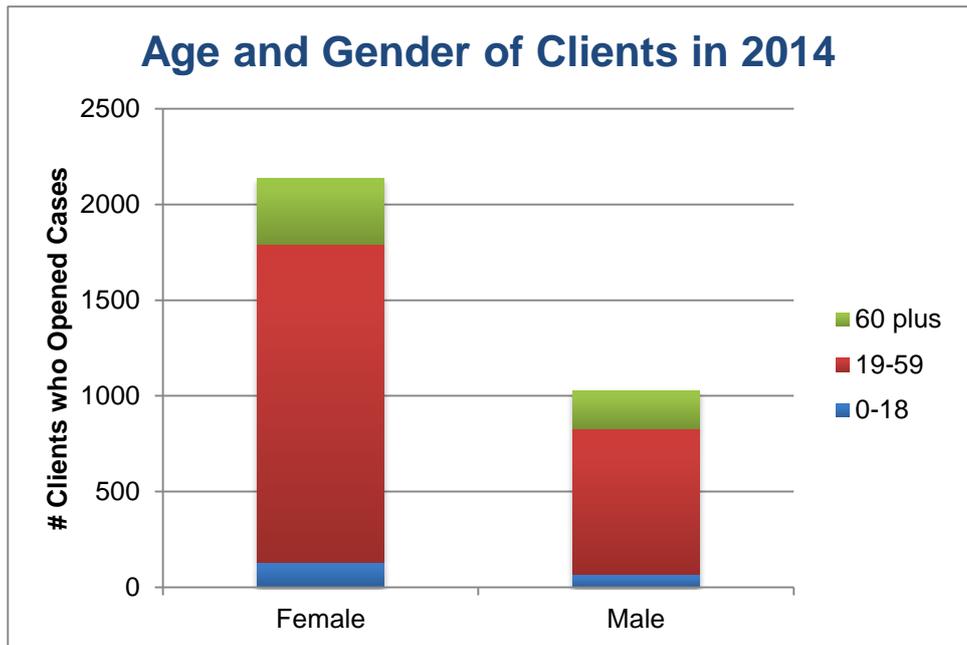
If a client chooses mediation, paralegals insist on speaking to both parties, advising them on how to resolve future

conflicts and trying to preserve and reconcile relations as much as possible. By explaining the protections and punishments provided by the law, and using the threat of protection orders and arrest if necessary, they solve an increasing number of disputes, educating the parties involved in the process. In 2014, staff conducted successful mediations in 800 cases, with three quarters being successful. Paralegals conduct follow-ups by telephone and home visits to check on whether the settlement reached is still in place.

In 2014 staff organised 69 support groups for victims of domestic violence, so that they received ongoing support after the case was resolved, to help them to rebuild their confidence.

The following case of domestic violence from 2014 is typical in that it illustrates the positive impact the paralegals often have by using mediation.

A 48 year-old Zulu woman came to Ixopo Advice Office on 11th August to report that she was being abused by her husband, to whom she had been married for thirty years. He was drinking and would insult her and their children, beating them with his hands and assaulting them with a stick. The wife and children would sleep in their neighbour's house or outside in the garden to escape from him. She said she had tried talking to the husband, to his family, and even to the police, but that nothing had made a difference.



68% of clients in 2014 were female and 32% were male. 68% were adults (18-60), 17% were elderly and 6% were children.



Mpumalanga Paralegal Zolta Buthelezi gives a workshop on The Sexual Offences Act in December as part of a project for The French Embassy



A client who came to Madadeni Advice Office in April to report domestic violence

CCJD paralegal Bazamile Magubane explained how a protection order and mediation works, and the client chose mediation. Mrs Magubane called both parties to mediation on 15th August and they came. Both paralegals conducted the mediation.

The client told her side of the story. The husband denied that he had been abusing his family and he showed Mrs Magubane a wound that he received after a fight with his eldest son. Mrs Magubane realised that they had fought because his children were so angry because of his abusive behaviour.

Because the husband denied everything, Mrs Magubane telephoned the client's family to ask them to confirm that he had been abusing his family. After they confirmed that he had, he then admitted the abuse and started apologising to his wife.

The two paralegals talked a lot to them, explaining that the law protects people from this kind of abuse and that if it continued he could be arrested. The respondent promised to

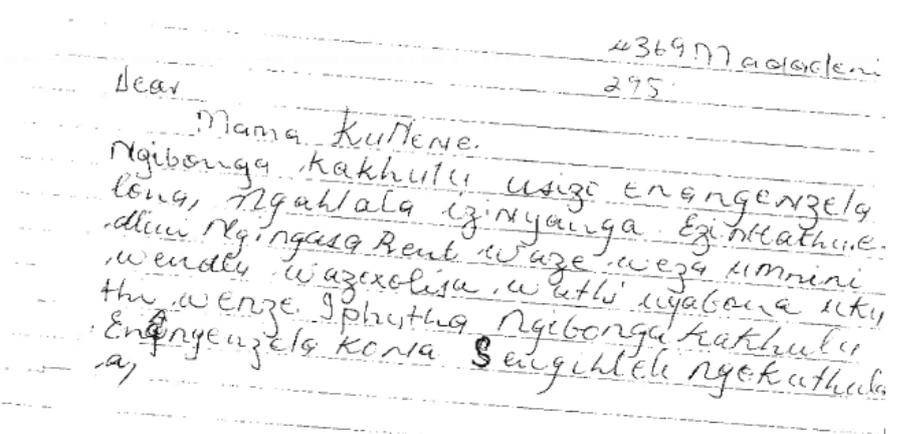
change. The paralegals advised the mother to tell her children that they must respect their father. Mrs Magubane and paralegal Judith Caluza asked if they could do a home visit and the couple agreed. They also asked them to come back to the office to tell them how things were going, and they said they would.

On the 11th September, the wife came to the office very excited to thank the paralegals for their intervention on this matter. She said they are living in peace at her home and that on the very same day of the mediation, when they came from the advice office her husband called all his children and apologised to them for all his abuse. They accepted the apology. The office has checked on the family since then and they are living peacefully.

3.3 Poverty Alleviation: Obtaining Monies for Clients

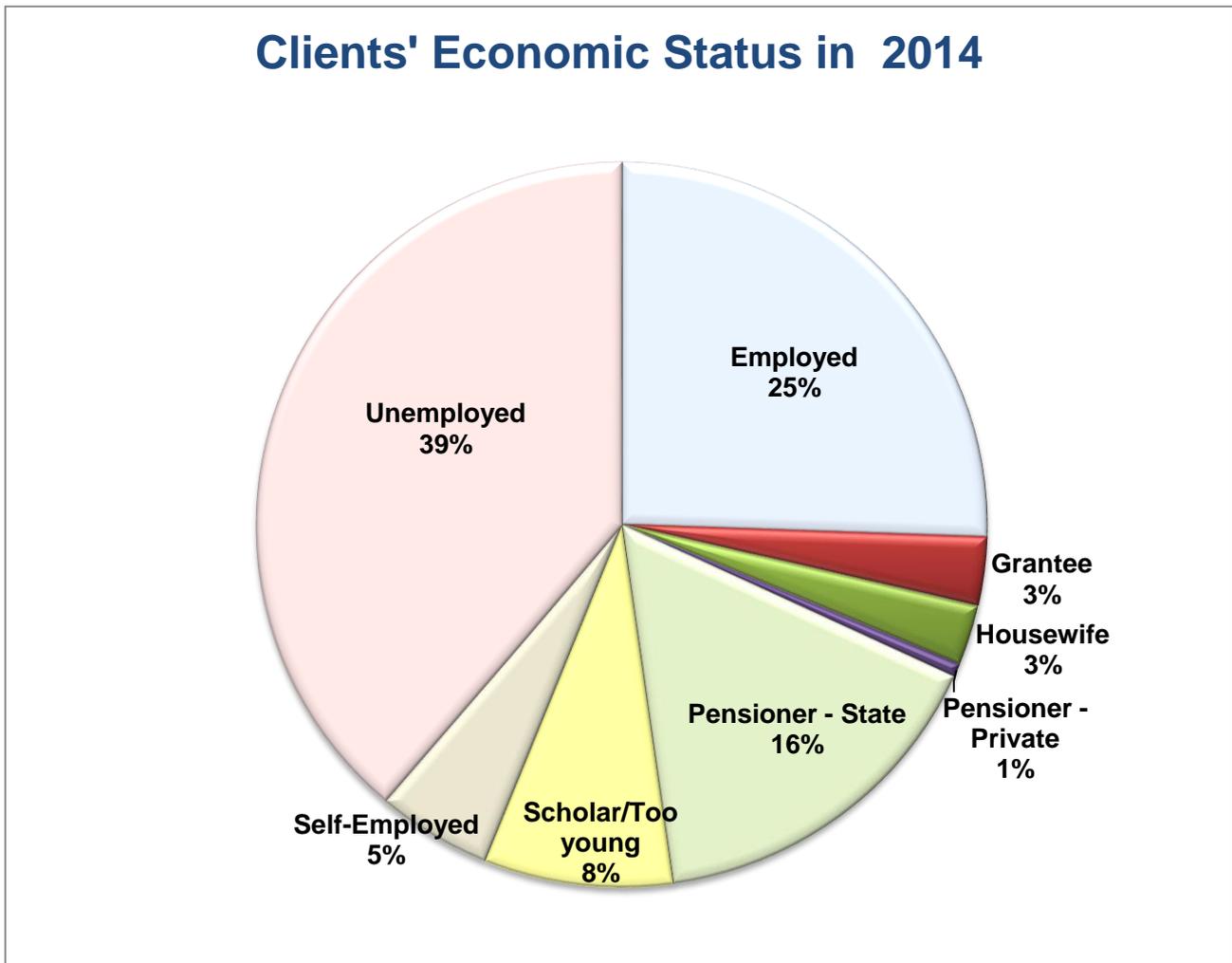
Last year staff helped clients to obtain at least R 8,114,548 in financial entitlements. These payments have benefitted approximately 400 people and made a significant contribution to poverty alleviation and clients' basic needs. Most clients of working age are unemployed and depend on the payments that the advice offices facilitate.

The paralegals helped clients to



A client wrote this letter to paralegal Sonto Nene thanking her for resolving a problem with her landlord in 2014. He had claimed she had not paid her rent, when in fact she had done so.

obtain ID documents, birth and marriage certificates, government grants, pensions, insurance payments, funeral policies, money from loans, Motor Vehicle Fund Claims and inheritances. They often unblocked poor service delivery by government and private funds. This involved helping clients to obtain, fill out and submit the correct forms, telephoning again and again to follow up and remind the relevant officials, monitoring claims and keeping clients informed on progress.



The chart shows that only 1 in 4 of clients in 2014 were formally employed. 57 % of clients of working age (not including pensioners and school learners) were unemployed.

For example, a 40 year-old woman came to Bulwer Advice office in March about her husband's retirement fund. He had worked in the steel industry before dying in a road accident in 2011. The fund (MIBFA) had told the client for several months that the case was in their checking department. CCJD paralegal Patricia Maphanga wrote a letter to MIBFA asking them to release the client's information to her and informed them that she would claim the client's monies. She called in March and asked to speak to the person responsible, and was told that they had left. She was given another person to speak to. This official said that there were no documents for the client. Mrs Maphanga sent the documents. When she called again later that month the official said that the documents were not legible, so she re-sent them

She decided to make an appointment for the client to visit the MIBFA offices so that she could physically hand over all of the documents, which she did. MIBFA told her to wait for three weeks. On 19th April Mrs Maphanga called and they advised the client to wait for one more week. After a week had passed, Mrs Maphanga called again, and the file had still not been finalised. Mrs Maphanga told the official that if the file was not dealt with immediately, she would report the matter to the manager.

Three days later on 22nd April, R 1,297,861 was paid to the client. She is using the money to build a new house and to pay for the school and tertiary education fees of her three children.

4. Projects and Partners

2014 saw an increase in the number of CCJD's funders. We started new partnerships with HIVOS, MAGI, The French Embassy and The Raith Foundation, while retaining previous donors. The new projects saw an increased focus on working with traditional leaders and on promoting LGBTI rights. Otherwise, the work of the fifteen advice offices continued as usual, with approximately half of cases involving the abuse of women and children, and half concerning legal advice on accessing financial entitlements and documents.

a. The D G Murray Trust

The aim of this project, which ran from July 2013 to June 2014, was to advance the rights of women and children by giving workshops to traditional leaders. CCJD's paralegals conducted 216 workshops and meetings with 3776 traditional leaders from 24 traditional courts. The courts learned or were reminded of the limits of their jurisdiction regarding cases involving children, child abuse and rape. They learned how customary law is sometimes at odds with civil law and that in these cases the traditional courts should be guided by the latter. Traditional leaders acquired knowledge about how the services of CCJD, the police and the courts can assist and complement their courts.



CCJD paralegals Theresa Thusi and Khanyi Singh conducted a workshop at Maphumulo Traditional Court on The Domestic Violence Act in March

As a result of the project, the courts now refer more cases to CCJD, magistrates and police, and the working relationship between CCJD and the traditional courts has been strengthened. The project has recently been extended until the end of 2016.

b. 1st for Women Foundation

(i) New Hanover Advice Office



1st for women foundation
the collective power of women

This project is implemented by New Hanover Advice Office and has focused on domestic violence. In 2014 the office attended to 270 cases of domestic abuse. To deal with these, staff conducted 130 mediations (110 successfully) and facilitated 220 protection orders. The two paralegals organised four support groups a month for 700 victims of domestic violence, gave eight workshops on women's rights to 300 people and made ten school presentations.

(ii) Diepsloot

In November 2014, CCJD began a new project with The 1st for Women Foundation, who asked us to carry out research in the township of Diepsloot, Johannesburg, and to help to establish a new advice office there. By December we had identified the needs of the community, met with local stakeholders such as NGOs and the police, and entered into a working relationship with the local police station, who invited us to set up an office on its premises. We identified four local people as potential staff and began to train them. They will receive further capacity building in 2015, when two will be selected for the job. Once the advice office is up and running, 1st for Women will take over responsibility for it.



An aerial view of Diepsloot Township in Johannesburg, where CCJD is helping to establish a new advice office

The project represents a new focus for CCJD, as it is the first time we have worked as consultants to set up a new advice office.

c. Anglo-American Chairman's Fund

This project is being implemented by Bulwer Advice Office and focuses on combatting domestic violence and alleviating poverty through access to financial entitlements. In the last nine months, the office attended to 201 new cases and conducted 41 successful mediations to help reduce abuse of women. Staff facilitated payments of R 1,819, 716 in pensions, estates, maintenance and insurance claims for 29 beneficiaries. The office gave fourteen workshops to 283 adults on topics such as domestic violence. Staff also maintained and strengthened their community projects, investing in their children's care centre, crèche and special school for the disabled.



d. The Mary Slack and Daughters Foundation

The project was implemented by Madadeni Advice Office from July 2013 to June 2014 and focused on helping women to combat domestic violence and alleviate poverty. The office dealt with 339 cases, the majority involving domestic violence, and attended to 1194 clients. Staff conducted 102 mediations, mostly in cases of domestic violence, with 74 mediations being successful. Overall 85 cases were dealt with successfully either through mediation or a referral that led to a positive outcome. The office obtained payments of R 25 550 for clients in child maintenance and other payments, benefitting 53 people.



A client who had been assaulted by her landlord. She came to Madadeni Advice Office in March

e. HIVOS



Mrs Ngcobo (left) explains The Sexual Offences Act to a LGBTI support group at The Edendale Lay Centre in September

The 12-month project began at Plessislaer Advice Office at the start of September. Two staff have given six workshops a month, where LGBTI participants have shared their concerns, asked for and received legal advice. The two main issues that participants have raised have been domestic violence and public harassment. The office has worked closely with the Pietermaritzburg NGO The Gay and Lesbian Network and facilitated a successful workshop between them and the management of a police station where LGBTI members had complained about poor service. HIVOS were a new funder in 2014.



f. Multi-Agency Grants Initiative (MAGI)

MAGI were a new funder in 2014, and supported two projects. The first, which began in January, focused on helping three target groups: the LGBTI community, immigrants and refugees and those affected by HIV/AIDS. The work was carried out by five advice offices and consisted of six workshops a month and attending to cases. Successes included helping HIV/AIDS sufferers to obtain food parcels and grant-in-aid support, and working with The Department of Agriculture to start vegetable gardens for HIV/AIDS-affected clients.



Plessislaer paralegal Khanyi Singh (left) gives a workshop in March on The Domestic Violence Act to a support group affected by HIV/AIDS

The second project, which began in August, is the funding of Ixopo Advice Office. The office's two paralegals deal mainly with cases of domestic violence, using mediations, counselling and protection orders to help clients. They also provide advice on accessing payments and documents, and provide legal education.

g. Department of Labour



During 2014 The Department of Labour funded three offices, at Bergville, Himeville and Mooi River for a programme of workshops on two Acts: Operational Health and Safety, and Compensation for Occupational Injury and Disability. Together the three staff gave 30 workshops on

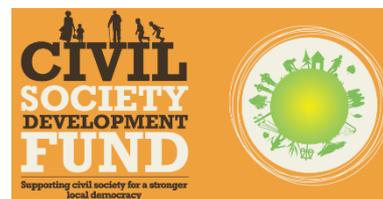


Sindi Mjoli of Himeville Advice Office gives a workshop to farm labourers in 2014

farms in 2014. They wrote their own reports to the Department and worked well with their management committees, showing independence from CCJD.

h. The French Embassy Civil Society Development Fund

In November, CCJD began a new project with the French Embassy's Civil Society Development Fund (CSDF). The project is for 18 months and focuses on tackling domestic violence, child abuse and poverty. It will be implemented by three of CCJD's advice offices, in Pietermaritzburg, Osizweni and Mpumalanga.



Staff will give 108 workshops and 108 school presentations, and attend to approximately 700 cases of domestic violence and child abuse, aiming for a decrease of abuse for at least 400 clients. Staff will also help 300 people to obtain documents and financial entitlements which will help them to access basic needs.



i. The Foundation for Human Rights



Zolta Buthelezi of Mpumalanga Advice Office gives a presentation to school learners about child abuse

At the start of the year CCJD completed two projects with The Foundation for Human Rights on. The first, which was implemented by New Hanover Advice Office, consisted of 72 workshops to farm workers over 12 months on The Basic



Plessislaer Paralegal Theresa Thusi conducts a workshop on the Bill of Rights on Human Rights Day.

Conditions of Employment Act, Operational Health and Safety, Compensation for Occupational Injury and Disability and The Domestic Violence Act. The workshops reached 1184 farm labourers and farm dwellers. The advice office dealt with approximately 150 cases of domestic violence and abuse of labour rights involving farm workers and dwellers. CCJD staff mediated effectively between farm labourers and their employers to reverse unfair dismissals and prevent the non-payment of salaries, UIF, compensation for injury and sick leave. They also helped to reduce domestic violence through mediations and protection orders.

The second project comprised thirteen awareness-raising events to coincide with national human rights days. To complete these activities, Plessislaer advice office organised three workshops in March for Human Rights Day.

5. The Research Programme

a. Profile and Positioning of the Community Advice Office Sector in South Africa

This research was commissioned by The National Alliance for the Development of the Community Advice Offices in South Africa (NADCAO). The aim was to assess the effectiveness of community-based advice offices in South Africa and to use the research to approach government and argue for greater state support of the advice office sector.



CCJD's research director Karen Buckenham carried out fieldwork interviews with eight community advice offices – two each in KZN, Gauteng, Mpumalanga, and Limpopo. She conducted interviews with paralegals, management committee members, stakeholders, and focus groups with clients and community members.

CCJD visited eight advice offices as part of its research into the advice office sector in 2014, including this office in Nkomazi near Swaziland

The results of the 70-page report were presented to the NADCAO conference in November and the report was submitted to NADCAO. The findings will be presented at the 1st National Conference on Paralegals in February 2015, and publications on aspects of the research will follow.

b. Racial Thinking and Access to Services

This project was funded by The Maurice Webb Trust and began in March. CCJD researchers carried out fieldwork interviews in KZN at six CCJD advice offices. There they conducted interviews with paralegals, management committee members, stakeholders and focus groups with clients and community members, in order to investigate the impact of race on service delivery. The research will be published in February 2015.

c. Community-based Paralegals and the Provision of Socio-legal Support to Abused Elder Women in Rural KwaZulu-Natal, South Africa

CCJD research director Karen Buckenham used the CCJD database and reports to investigate the abuse of the elderly in KwaZulu-Natal, looking at its various forms and causes. Quantitative data, statistics and case reports were drawn from CCJD's extensive database, discussions



CCJD Research Director Dr Karen Buckenham

with paralegals, CCJD reports and a literature search. A paper was completed and will be submitted in early 2015 to *The Journal of Elder Abuse and Neglect*.

d. Doctorate research into The Role of Community-based Paralegals in Community Restorative Justice in Rural KwaZulu-Natal

This year CCJD's director Winnie Martins completed her PhD thesis on how community-based paralegals such as CCJD's facilitate justice, in terms of The Domestic Violence Act. The thesis argues that the formal justice system of protection orders, arrests and trials does not on its own meet the needs of rural communities. The research contends that the informal justice system of mediations, involving stakeholders such as NGOs and traditional authorities, has an important role to play. The thesis was submitted for assessment in December.

6. The Training Programme

The Training Programme aims to maintain and increase the levels of service provided by the paralegals, and to secure their future professionalism. In 2014 we focused on obtaining accreditation for CCJD to provide a national certificate and diploma, and on providing further training to the paralegals.

a. SASSETA Accreditation

In June CCJD was awarded full accreditation as a provider of the National Certificate in Paralegal Studies from SASSETA (The Safety and Security Skills and Education Training Authority). In the run-up to a site visit in June, a great deal of preparation took place on a broad range of issues such as staff contracts, health and safety matters, and creating a Learner Management System consisting of course outlines, student notes, storage of marks and a real-time feedback system for the students. An e-learning site will enable CCJD to monitor the progress of students and to offer a mixture of residential and distance learning to paralegals. The accreditation process was time-consuming and required the dedication and enthusiasm of all head office staff.

The next step is to engage in a process to accredit the paralegals in KZN who have received training and diplomas,



**SAFETY AND SECURITY
SECTOR EDUCATION AND TRAINING AUTHORITY**

26 June 2014

Centre for Community Justice and Development
11 Dulwich Road
Scottsville
Pietermaritzburg
3201

Fax: 033 346 2757

Dear R Groenewald

FULL ACCREDITATION NUMBER: 141999692243

At the SASSETA BOARD meeting held on the 26 June 2014 a decision was taken to award **Centre for Community Justice and Development Full Accreditation** until **31 March 2016**. Please find attached your Accreditation report which contains an accreditation agreement.

A condition of this accreditation is that **Centre for Community Justice and Development** accepts the accreditation undertaking an agreement in writing within 10 days of receipt of this letter. You are also required to submit a quarterly report to the SASSETA using the reporting template which will be provided during your training period.

We take this opportunity to congratulate **Centre for Community Justice and Development** on its achievement and we are looking forward to establish a good working relationship with your organisation.

For issues of clarity please contact **Ms. Rachel Ndlebe** on (011) 347 0200.

Yours Sincerely,

PP 
MR. MAKUBETSE SEKHONYANE
ACTING CHIEF EXECUTIVE OFFICER: SASSETA

PO BOX 7612 HALFWAY HOUSE 1685 RIVERVIEW OFFICE PARK JANADEL AVENUE, HALFWAY GARDENS MIDRAND
TEL 011 347 0200 | FAX 011 205 0046 | CALL CENTRE 086 110 2477 | WWW.SASSETA.ORG.ZA | REG NO: 19/SASSETA01/97/05
CHAIRPERSON: Mr A.WITBOOI | ACTING CHIEF EXECUTIVE OFFICER: MR M SEKHONYANE

where their qualifications are not accredited on the national framework and cannot be traced. A second group which we aim to help are those paralegals who have worked for many years in advice offices and are experienced but have no formal qualifications.

The first certificate course will be offered from March 2015. This will include learners from the Eastern Cape, current KZN paralegals requiring accreditation, and the two candidates from the new Diepsloot Advice Office. As soon as we have begun the course, we will apply to SASSETA to extend our accreditation to cover a Diploma in Paralegal Studies.

b. Capacity-Building of the Advice Offices

A rich programme of update training occurred as a result of funding from Inyathelo, The Canadian International Development Agency (CIDA) and The D G Murray Trust. Training was held on Fundraising for two days, Economic Justice for six days and on Gender Justice for four days. Alongside each workshop, there was a day of training in computer skills and use of the database.

Head office trained the nine paralegals at New Hanover, Bulwer, Ixopo and Plessislaer advice offices in fundraising, record-keeping, report-writing and case management. This involved visiting the advice offices, filling out applications and budgets together with the paralegals, setting targets for budgets and activities, writing reports on the past and existing grants, and in this way building the paralegals' capacity. Each office received two days of training.



Peter Thuynsma (standing) trains CCJD's paralegals in Fundraising in February

Head office also helped the fifteen advice offices to renew their NPO statuses for 2014. This involved submitting financial and narrative reports to the Department of Social Development.

7. Challenges and Plans

CCJD experienced a high staff turnover this year. The Field Coordinator Ms Dineo Moshoeshoe resigned in July 2014. Ms Lucky Mkhize, a CCJD paralegal at Mpophomeni Advice Office, was employed in her position. Ms Cabangani Mtshali took over Lucky's position as paralegal at Mpophomeni, joining us from CLRDC. Yvette Cronwright, our administrator, left at the end of the year to take up a position at her local church. Janine Horne has replaced her. Janine has considerable experience as an administrator and personal assistant of a major company.

Karen Buckenham, the research director, also left at the end of the year to continue her studies. She has been replaced by Wendy Leeb. Wendy has extensive experience as the head of research at the KwaZulu-Natal provincial legislature, where she worked for the past twenty years. She brings with her a considerable amount

of her own data on demographic, economic and social conditions in KwaZulu-Natal. She will give fresh impetus to practical research that will increase CCJD's ability to fundraise.

At the advice offices, we employed a second staff member, Ms Judith Caluza, at the start of 2014 to work at Ixopo Advice office. The office had previously had two paralegals, until Zandile Zikode resigned in 2013.

The funding climate has been difficult for the advice office sector, but despite this we began new partnerships, mentioned above, while retaining and developing relationships with all of our existing donors.

Looking ahead, CCJD aims to carry out more consultancy work in research and database development. CCJD's database and research skills are in demand from other organisations and we are exploring ways of capitalising on this. The advice office programme will continue to be our main focus, and it will be complemented by practical research that will help us to build a strong case for our work. The new accredited training programme will begin in March, and head office will continue to provide the advice offices with training in the skills they need to one day operate as individual NPOs.

8. The Advice Offices

Mooi River Advice Office



Address:
Mooi River Advice Office,
c/o Mooi River Police Station,
PO Box 42,
Mooi River 3300

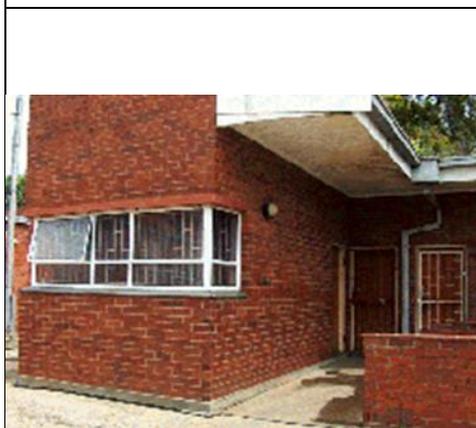
Paralegal:
Dudu Basi

Year of Joining CCJD: 2005



Paralegal Dudu Basi at a school presentation. She organised donations of food for the children.

Estcourt Advice Office



Address:
Estcourt Advice Office, c/o Estcourt Police Station,
P O Box 10,
Estcourt 3310

Paralegal:
Phumelele Mathonsi

Year of Joining CCJD: 2011



In 2014, Estcourt Paralegal Phumelele Mathonsi started this support group for women

New Hanover Advice Office



Address:
New Hanover Advice Office,
c/o New Hanover Magistrate's Court,
PO Box 24,
New Hanover 3230
Paralegals:
Z. Khanyile, T. Miya
Year of Joining
CCJD: 1998 and 2005



New Hanover Advice Office gives a workshop in December as part of 16 Days of Activism.

Plessislaer Advice Office



Address:
Plessislaer Advice Office, c/o Plessislaer Police Station, Private Bag X911, Pietermaritzburg 3200
Paralegals:
Theresa Thusi, Fisani Ngcobo, Khanyi Singh
Year of Joining
CCJD: 1999, 2002 and 2005



Plessislaer Advice Office started this vegetable garden in 2014 for a support group affected by HIV/AIDS.

Glencoe Advice Office

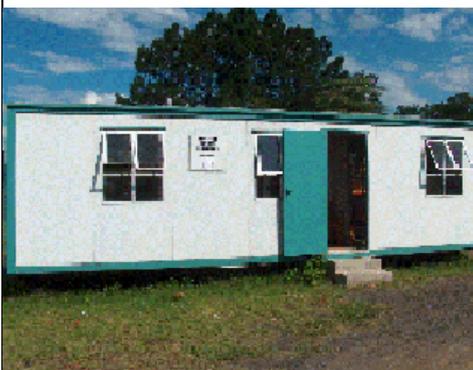


Address:
Glencoe Advice Office, c/o Glencoe Police Station, PO Box 4, Glencoe 2930
Paralegal:
Sibongile Mchunu
Year of Joining
CCJD: 1998



Paralegal Sibongile Mchunu with the local station commander. The office is based at the police

Bergville Advice Office



Address:
Bergville Advice Office, c/o Bergville Police Station, P O Box 36, Bergville 3350
Paralegal:
Thabile Madondo
Year of Joining
CCJD: 2013



Bergville Paralegal Thabile Madondo

Osizweni Advice Office



Address:
Osizweni Advice Office,
c/o Osizweni Police Station,
Private Bag X4013,
Osizweni 2952
Paralegal:
Sibongile Masondo
Year of Joining
CCJD: 2002



Paralegal Sibongile Masondo (centre) at training in fundraising and computer in Pietermaritzburg in February.

Bulwer Advice Office



Address:
Bulwer Advice Office , c/o Bulwer Police Station, PO Box 7, Bulwer 3244
Paralegals:
Patricia Maphanga,
Nokuthula Mchunu
Year of Joining
CCJD: 1998 and 2002



A community crèche which Patricia Maphanga and Nokuthula Mchunu started in Bulwer in 2014.

Ekuvukeni Advice Office



Address:
Ekuvukeni Advice Office,
c/o KwaHlathi Traditional Court,
Ekuvukeni 3383
Paralegal:
Nombuso Ngcobo
Year of Joining
CCJD: 1998



Paralegal Nombuso Ngcobo of Ekuvukeni Advice Office addresses a Women's Day event on domestic violence and child abuse.

Himeville Advice Office



Address:
Himeville Advice Office,
c/o Himeville Police Station,
PO Box 2,
Himeville 3256
Paralegal:
Sindi Mjoli
Year of Joining
CCJD: 2012



Paralegal Sindi Mjoli of Himeville Advice Office visits a school to address children about child abuse.

Madadeni Advice Office



Address:
Madadeni Advice Office,
c/o Madadeni Magistrate's Court,
Private Bag X5010,
Madadeni 2951
Paralegal:
Sonto Nene
Year of Joining
CCJD: 1998



Paralegal Sonto Nene conducts a mediation in a case of domestic violence at Madadeni Advice Office.

Impendle Advice Office



Address:
Impendle Advice Office,
c/o Impendle Police Station,
Private Bag X511,
Impendle 3227
Paralegal:
Zodwa Maramane
Year of Joining
CCJD: 1999



Paralegal Zodwa Maramane attends training from head office in fundraising and database management in February.

Mpophomeni Advice Office



Address:
Mpophomeni Advice Office,
c/o Mpophomeni Police Station,
Merrivale,
Howick 3291
Paralegal:
Cabangani Mtshali
Year of Joining
CCJD: 2014



Paralegal Lucky Mkhize (seated on mat) gives a workshop to Howick traditional court on The Child Justice Act in June.

Mpumalanga Advice Office

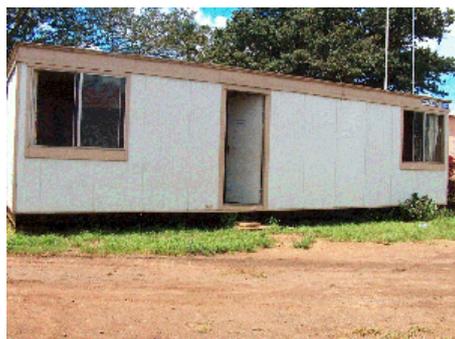


Address:
Mpumalanga Advice Office,
c/o Mpumalanga Police Station,
PO Box 827,
Hillcrest 3650
Paralegal:
Zolta Buthelezi
Year of Joining
CCJD: 2004



In December, the advice office helped three daughters (pictured left) to obtain their mother's inheritance from their uncle, who had illegally claimed it.

Ixopo Advice Office



Address:
Ixopo Advice Office, c/o Ixopo Magistrate's Court, Private Bag X541, Ixopo 3276

Paralegals:
Judith Caluza and B. Magubane

Year of Joining CCJD: 2006 and 2014



Bazamile Magubane of Ixopo Advice Office gives a presentation during training on fundraising in February.

9. Financial Statement

The 2013 audit was completed by Moore Stephens in August 2014, at a reduced cost compared to the 2012 audit. The income statement is shown below:

Centre for Community Justice and Development NPC

(Registration number 2012/214805/08)

Annual Financial Statements for the year ended 31 December 2013

Statement of Income and Retained Earnings

Figures in Rand	Note(s)	12 months ended 31 December 2013	10 months ended 31 December 2012
Revenue	5	3 568 027	2 700 000
Other income	6	76 052	-
Operating expenses		(3 785 130)	(366 309)
Operating (loss) profit	7	(141 051)	2 333 691
Finance costs		-	(1)
(Loss) profit for the year		(141 051)	2 333 690
Retained earnings at the beginning of the year		2 333 690	-
Retained earnings at the end of the year		2 192 639	2 333 690