

LRF

file copy

**The Tenth
Annual Report
of the Legal
Resources Foundation**

Year ended 30th June 1994

Trustees of the Legal Resources Foundation

Professor R H F Austin

Mr D Coltart

The Honourable Dr E Dumbutshena, former Chief Justice

Professor G Feltoe

Mrs B A Hargrove

Mr P Machaya

Mr W T Manase

Mrs S Moyo

Bishop P Mutume

Mrs M E Ndlovu

Mrs E M Sawyer

Auditors

Deloitte & Touche, Chartered Accountants (Zimbabwe)

Bankers

Standard Chartered Bank Zimbabwe Limited

Legal Resources Foundation

P O Box 918

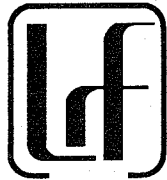
Harare

Zimbabwe

Telephones: 728211/2

Fax: 263-4-728213

WO 41/84



**LEGAL RESOURCES FOUNDATION
(ZIMBABWE)**

WO 41/84

THE LEGAL RESOURCES FOUNDATION was established by Trust Deed on 10 July 1984 for the purposes of promoting the development of legal resources in Zimbabwe and facilitating the realisation of the social, economic and legal rights of the people of Zimbabwe.

The objects of the Foundation as stated in the Trust Deed are:

- to initiate and support projects which promote the development of legal resources in Zimbabwe;
- to establish and maintain a law library/libraries to which individuals and organisations in Zimbabwe shall have access;
- to train paralegal personnel and to provide them with a supporting service;
- to promote public legal education;
- to contribute to legal research and legal publications;
- to assist in the training of law students, legal practitioners, persons holding judicial office, court staff and administrators;
- to support organisations which provide legal advice and assistance to the public;
- to initiate law reform; and
- to engage in or provide assistance for any related activities which in the opinion of the trustees are likely to further the interests of law and justice in Zimbabwe.

LEGAL RESOURCES FOUNDATION

ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 1994

Introduction

The concept of the Legal Resources Foundation in Zimbabwe arose from an international workshop on legal aid which was held at the University of Zimbabwe in 1983. This workshop recommended that urgent steps be taken to seek funds for the establishment of legal resources centres to operate in addition to the legal aid scheme which Government had proposed at that time. A working group convened by Advocate Ian Donovan met to seek funds for the establishment of the first legal project centre which would operate under the Legal Resources Foundation. The Trust Deed setting up the LRF was actually signed on 10 July 1984.

LRF will be producing a separate report giving an overview of the ten years of operation July 1985 — June 1994. This report deals specifically with the financial year July 1993 — June 1994.

Trustees

Professor R Austin, one of the three founders of the LRF, was appointed Director of the Legal Division of the Commonwealth Secretariat and was thus not able to continue to play an active role in the affairs of the Foundation. Trustees agreed that because of his continued interest and support to the LRF from its inception, his association should continue. The resignation in 1994 of Hon Mr Justice A Ebrahim, another founder trustee, was recorded with much regret but he too continues to associate himself with the LRF at a personal level.



Trustees at work

Trustees were asked to consider suitable persons to fill the vacancies on the Board. They recommended the appointment of Mr Bryant Elliot, a Harare based legal practitioner with a long history in promoting human rights, Mrs Effie Malianga, senior officer in the Department of Social Welfare, and Dr Maria Nyathi, a Bulawayo based consultant pediatrician with a wide interest in community affairs.

Funding

Donations from international sources virtually doubled in the period.

Local Donations

Local donations, with the exception of grants-in-aid from the Bulawayo and Harare Municipalities and donations from the Central Africa Building Society and the Merchant Bank of Central Africa, were not forthcoming. Sales of publications brought in a modest income. Voluntary assistance from legal practitioners in the paralegal and publications programmes particularly, if quantified, would have illustrated the significant contribution which the profession is making to the LRF. The LRF is most appreciative of this assistance.



HE The Canadian High Commissioner Mr A Wright and National Director Mr J Reid Rowland sign funding agreement

International

Internationally, LRF received assistance in donations or kind from the Australian High Commission, the British Council, the British High Commission, the Canadian International Development Agency (CIDA), the Canadian University Service Overseas (CUSO), the Danish Embassy, the Ford Foundation, the Friedrich Naumann Foundation, the International Bar Association, NOVIB, the Oak Foundation, the United States Human Rights Fund and the Swedish International Development Authority (SIDA). CIDA has become the LRF's biggest single donor. LRF held and distributed funds for research projects on behalf of Redd Barna.

*Regional
Networking*

The National Director, Mr Reid-Rowland, and the National Administrator, Mrs Sawyer, were invited to attend a meeting in Johannesburg of regional NGOs engaged in legal aid and legal advice. Funded by the Friedrich Naumann Foundation, this was the first in a series of regional meetings which will, hopefully, strengthen and support the process of networking for the overall benefit of the NGOs concerned.

**LRF
Programmes**

**Paralegal
Programme**

Objectives

The paralegal programme aims to empower people to exercise their rights and to make law and legal remedies more accessible to disadvantaged members of society. Within those objectives, the LRF devoted the bulk of its resources in its tenth year of operation to this programme. 57% of all costs were incurred in the programme, against a budget of 63% in the Five Year Development Plan.

Expansion

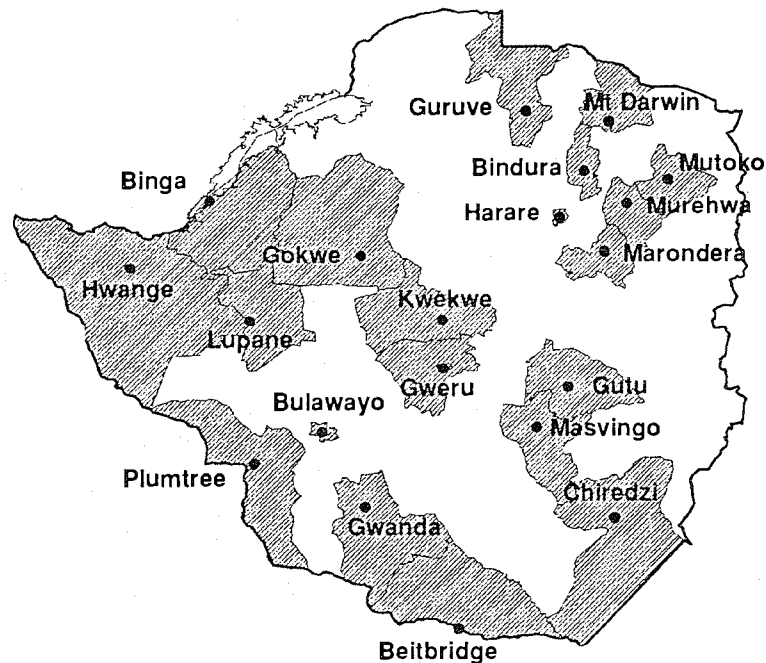
Expansion of the programme was somewhat behind schedule in the period in that the Mutare Legal Project Centre was not operative and no development had taken place in Mashonaland West. While the HLPC resolved to consolidate the programme in Mashonaland East and Central before moving into Mashonaland West, there was good progress towards opening the legal projects centre in Mutare. Following a visit by the National Director and the Director of the BLPC, a working committee was set up in Mutare.

Paralegals

In the Zimbabwean context, the paralegals are full-time employees of the LRF who perform two functions. They give face-to-face assistance to consultants. This includes advice and referral. They also undertake education programmes on a variety of legal and administrative issues with groups (rural or urban) as a part of the LRF's strategy to create and maintain a legal literacy and legal advice network throughout the country. Their work involves listening to problems, helping consultants identify the nature of the problems and giving direct assistance where possible. Where this is not possible, consultants are referred to agencies which can provide the necessary assistance or service. Issues which are beyond the experience or competence of paralegals are referred to the supervising lawyer on the staff of the respective mother centre. Advice centres are monitored regularly and all records are carefully checked by lawyers.

Areas of Operation

At the year-end in June 1994 there was an impressive spread of centres countrywide. There were urban advice centres at Bulawayo, Gweru, Harare and Masvingo. In addition, there were suburban centres in Luveve, Njube and Tshabalala being operated from the BLPC. Rural advice centres operated in Matabeleland North at Binga, Hwange and Lupane and in Matabeleland South at Beit Bridge, Gwanda and Plumtree. In the period, Masvingo opened a second centre in Gutu and continued to operate from Chiredzi, while in the Midlands, rural centres operated from Gokwe and Kwekwe. In Mashonaland East, rural centres operated in Marondera, Murehwa and Mutoko and in Mashonaland Central from Guruve and Mt Darwin, while in Bindura, Harare and Marondera.



Staff

Full-time lawyers were engaged at the Gweru and Masvingo Legal Projects Centres in April and June respectively. Both have settled in well and enhanced the quality of the service from the projects centres by their presence. They joined the four lawyers at the BLPC and the two at HLPC already active in this programme.

At the end of the report period there were 27 paralegals on the staff with a new intake of 10 recruited in June for Stage I training scheduled for July 1994.

<i>Training</i>	<p>The first Stage 1 training under the new curriculum design was held in Bulawayo in July 1993. Content covered introductory legal topics, as well as community education skills.</p> <p>Stage 3 training in negotiating and mediating took place in Bulawayo in October 1993 and was attended by the senior paralegals. The training dealt with identifying and practicing the different skills of the negotiator and the mediator. Stage 2 training for the July 1993 paralegal intake was held in Harare in February 1994, with the overall thrust being acquisition of knowledge, skills and appropriate attitudes for case work. Training now includes assignments. These have to be undertaken by paralegals when they are back in their rural area of operation. Completion of assignments is required before paralegals are awarded their certificates of competence.</p>
<i>Retreat</i>	<p>The paralegal retreat, arranged by the BLPC, took place in December 1993 and was attended by all urban and rural paralegals. It gave the opportunity to discuss areas of common interest, the various successes of the programme, together with the concerns of the paralegals, some of which were administrative and bureaucratic in nature.</p> <p>One of the deep concerns expressed was that they felt they would lose their creditability with consultants if their supervising lawyers were not able to take cases to court. From their perspective, more rather than less litigation was desirable, something which LRF would find difficult to implement with its limited resources, particularly financial.</p>
<i>Expansion</i>	<p>The LRF makes its greatest impact through the paralegal programme. This was evidenced by the increase in the volume of case work in the period, the number of education outreach meetings which were attended by mainly rural persons and the slow but steady expansion into rural areas. The LRF aims to have three rural advice centres per province by the year 1997 but will do this in a planned fashion. LRF believes in consolidating activity in existing centres before moving on.</p>
<i>Trends from statistics</i>	<p>Throughout the entire organisation the bulk of the consultants were categorised under family law with maintenance predominating. This is a trend that has persisted over many years. The BLPC noted during the year that consultants were seeking assistance with straightforward maintenance claims in the expectation that the paralegals would influence or speed up the bureaucratic process. The GLPC found the situation particularly problematic and took this up with the clerk of the court in Gweru and the LRF national office. Significantly, there was a higher proportion of family related matters</p>

handled in the rural centres compared with the urban advice centres. The urban centres showed a higher proportion of third party disputes, housing problems, labour disputes and landlord and tenant problems.

Bus disasters

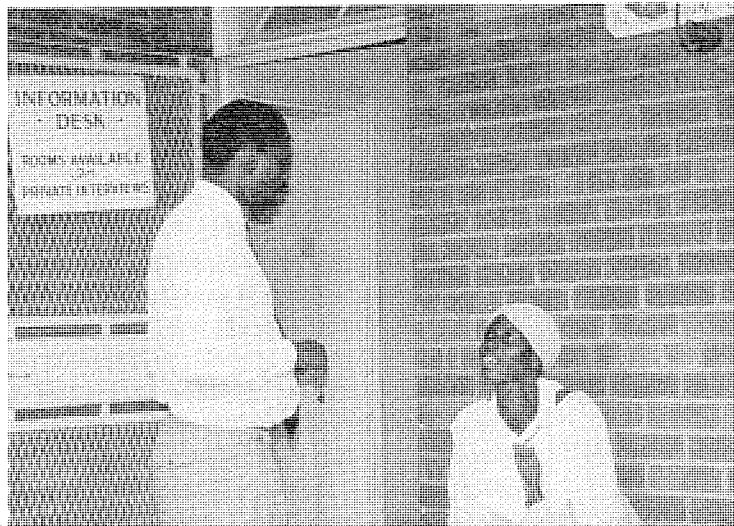
All centres assisted victims of bus disasters in the period. The relevant rural advice centre assisted claimants in documenting their cases and claims were quantified by the mother centres and made on insurance companies.

ESAP

The rigours of the Economic Structural Adjustment Programme (ESAP) were reflected in the number of debt collections cases processed, particularly by the urban centres, but rural centres reflected similar trends. All reported on the suffering of the people under ESAP. Queries relating to deceased estates increased. The BLPC continued assisting relatives of missing persons and in one instance achieved a significant settlement for the family. Rural centres under the HLPC helped war victims and their families claim compensation.

*Assistance
from the Legal
Profession*

All centres expressed appreciation to the legal fraternity in their area of operation whose members gave consultants assistance on a gratuitous basis. The GLPC director noted that in Kwekwe alone some 48% of consultants interviewed during the four months of operation this year got to see a practitioner, while in Gweru itself this help leaned towards the provision of concrete legal assistance in the areas of **family law, labour law, commercial law and delict**. The director of the MLPC reported similar support from members of the tiny profession in that town.

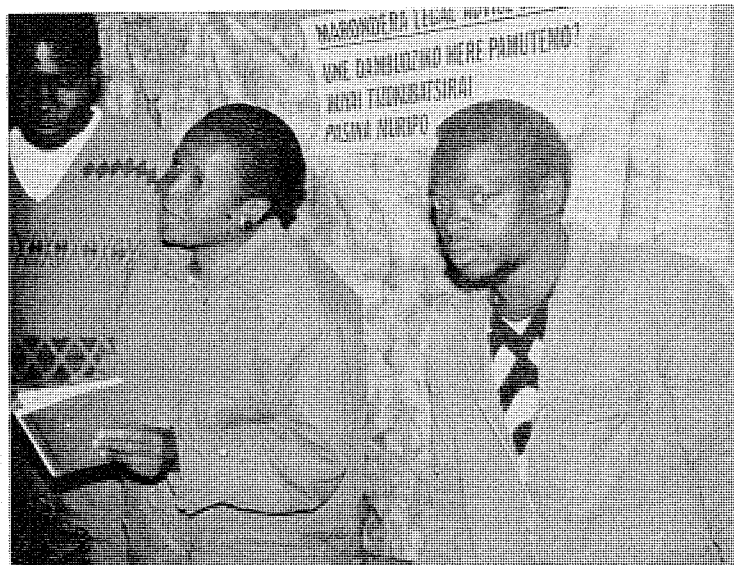


Paralegal Mr G Murapa attends to a consultant at the Citizens Advice Bureau in Harare

In Bulawayo, the legal fraternity backs up the lunch-hour clinic at the city advice centre and in Harare legal practitioners are on a roster to attend the legal aid clinic, housed at the Citizens Advice Bureau. LRF is indeed fortunate to have the voluntary assistance of the legal fraternity to support its operations.

Education Outreach

Education outreach meetings were conducted from all of the rural and urban centres on a wide range of topics from **bail**, through **birth certificates**, **bus accidents**, **domestic violence**, **the legal age of majority**, **marriage**, **maintenance**, **missing persons** and **rape**, to **wills**. The LRF has produced pamphlets on each of these subjects. Education outreach is part of the function of rural paralegals particularly and LRF would like to compliment them on their diligence in performing this function in universally difficult transport situations.



Education outreach with paralegal Mrs S Mtukumira at the Marondera Agricultural Show

There was not much progress made with the concept of drama groups to enhance legal education work but this is a matter on which LRF is working in order to promote legal literacy.

Test Cases

In October, 1993 the criteria for the selection of test cases were agreed. These include: children's rights; constitutional cases (involving alleged breaches of the Declaration of Rights); consumer rights; the criminal justice system; disabled people's rights; elimination of political, economic, social, religious and cultural oppression; fostering of civil liberties; human rights issues, including political, social, economic and cultural rights; labour issues, rural legal issues; women's

rights, including sexual discrimination. The cases must be ones which are apparently likely to succeed, the person being assisted must be bona fide and not acting from some hidden motive, and the person's means must be such that he or she cannot afford to engage a competent lawyer. The point at issue must be one that would result in widespread benefit.

Squatters

In the case relating to 55 squatters in Harare whose property was confiscated and burnt and some of whom were briefly imprisoned, a High Court judge asked the parties to settle. The police and the municipality agreed to pay damages of Z\$180 000 (US\$22 473).

*Rights of
Assembly*

The LRF took a case on appeal to the Supreme Court of six applicants (members of the Zimbabwe Congress of Trade Unions) who were charged with taking part in a procession for which a permit under section 6(2) of the Law and Order Maintenance Act [*Chapter 65*] had not been obtained. The Supreme Court (in re *Munhumeso & Others S-221-93*) ordered that the Minister of Home Affairs should show cause why section 6 of the Act should not be declared *ultra vires* section 20 and 21 of the Constitution. When the Minister failed to show cause, the Court declared section 6 to be *ultra vires*. This case, though not initiated by the LRF, was ultimately taken over and processed on behalf of the applicants.

*Rights of
Women
Citizens*

The highlight of the test case programme in this year was a unanimous judgment handed down whereby the Supreme Court ruled in favor of three women citizens to have their foreign husbands reside with them in Zimbabwe, on the grounds that failure to do so amounted to a breach of the constitutional rights of the wives to freedom of movement. The judgment (*Rattigan & Others v Chief Immigration Officer & Others S-64-94*) was widely acclaimed and publicised both nationally and internationally. We would like to pay tribute to Interights for faxing important precedents from the European Court of Human Rights for use by counsel in the appeal. Despite the Supreme Court judgment, the relevant Government Ministry has still not given full effect to the ruling. This is being followed up by LRF.

*Sexual
Harassment*

Several cases were initiated regarding charges of sexual harassment but none was followed through. In some cases, this was because the women were reluctant to pursue the matter. In one case of child abuse, the mother accepted payment from the alleged perpetrator. A child who had been beaten by her mother with electric flex was removed to a place of safety.

*Medical
Negligence*

A successful damages claim was made against the Ministry of Health and Child Welfare arising from medical negligence.

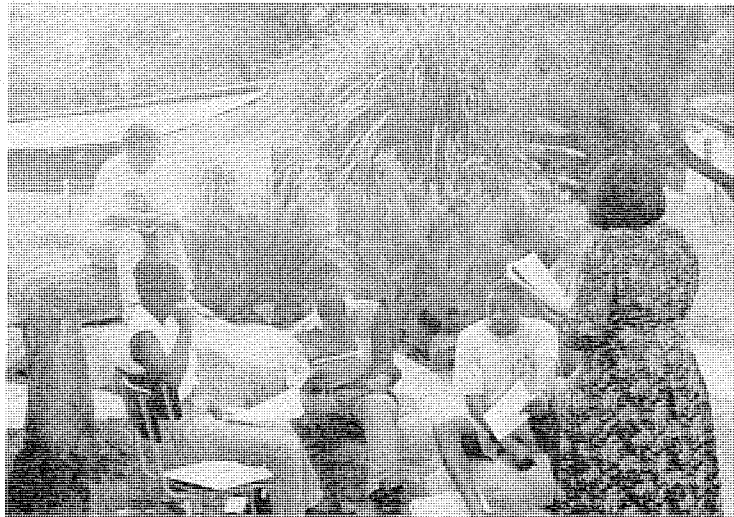
<i>Unlawful arrest/detention</i>	Two cases of unlawful arrest and detention, commenced during the report period, are currently pending.
<i>Disappearances</i>	Reports on disappearances and other human rights abuses, which occurred in Matabeleland in the early '80s, continued to be investigated under this programme. This investigation resulted in meetings between the BLPC, the Catholic Commission for Justice & Peace (CCJP), AMANI and Zimbabwe Human Rights Association (ZimRights) to institute a programme of action for compensation, whether financial or emotional, for the victims.
<i>Test Case Lawyer</i>	A senior BLPC lawyer who returned from sabbatical leave in October, 1993 where he had successfully completed an LLM in international human rights law at the University of Essex, was appointed to work on the test case programme. This gave the programme momentum in this period.
Education Programme	
<i>Objectives</i>	LRF's stated aims under this programme are to educate specific target groups, outside the paralegal programme, about their legal and constitutional rights and duties and by so doing, to encourage the strengthening of a human rights culture in Zimbabwe.
<i>Magistrates, Chiefs & Headmen</i>	A workshop for fifteen newly trained magistrates was organised by the national office and HLPC in association with the magistrate's court and took place in Harare in December 1993.
	In this period the LRF performed a secretarial, administrative and advisory role in assisting with workshops for chiefs, headmen and other local courts presiding officers. LRF convened the magistrates' training committee in April and held regular meetings to assist in devising a programme to match the needs of the group. The final programme was drawn up by the Chief Magistrate in consultation with his staff. Eight provincial workshops will be conducted by provincial and district magistrates in the next report period.
<i>Prison Officers</i>	At the request of a donor and the Secretary for Justice, Legal & Parliamentary Affairs, LRF convened a group of individuals to consider training for prison officers. The Director of Prisons had identified the fields of greatest concern to the service as being human rights and social skills training. One planning meeting was held in the period.

*Civics in
Schools*

The education co-ordinator met with the Chief Education Officer, Curriculum Development, in the Ministry of Education to discuss bringing civics into the formal secondary schools curriculum. While there was correspondence in this respect, there has been no positive development to date.

*Schools Legal
Education
Programme*

Preliminary discussions and a planning meeting were held between the BLPC and the HLPC for the 1994 schools legal education programme and it was agreed that the topics would be reduced to concentrate on **voting, the political system, rape and domestic violence**. The programme took place from 31 January-18 March 1994. As usual, LRF engaged the services of law students to be the facilitators. Groups were kept smaller than in the past and a more participatory method of presentation was adopted. LRF did its own training of facilitators and the programme was more efficient in qualitative terms. This was largely attributed to the rapport which was built up during the training period and the closer administration by the lawyer tasked to supervise and monitor the programme at all of the centres. One hundred and twenty-two schools were visited at which five hundred and ninety-two sessions were conducted (**rape 372; domestic violence 80; voting and political system 140**).



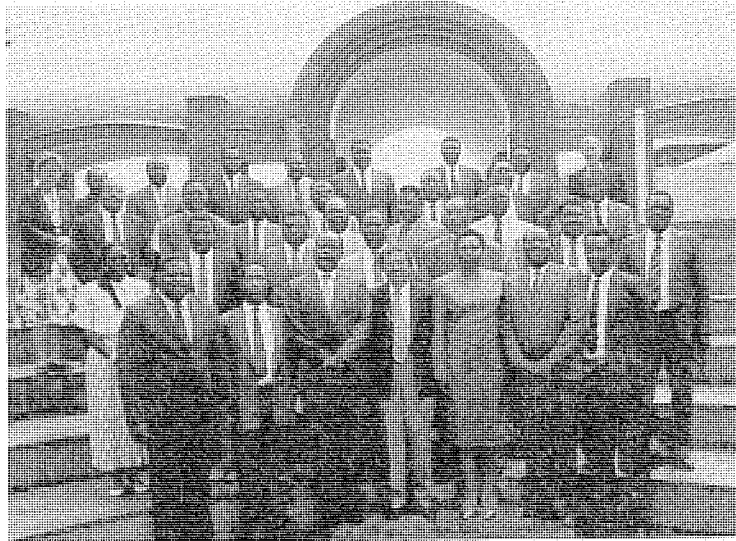
Curriculum Co-ordinator Mrs M Ndlovu training facilitators for the Schools Legal Education Programme

*Law
Enforcement
Agents*

In October 1993 a seminar was held with twenty eight senior police officers. Organised by the curriculum co-ordinator and the HLPC, LRF regarded this as a breakthrough in its training programmes with the police. The police gave the assurance that they would continue to send junior officers to regional workshops being run by the BLPC

and HLPC. While the evaluation questionnaire listed many constraints under which the police operate, the role of the police in contributing to the defence of human rights was accepted by the participants.

Regrettably there were not many workshops staged during the year due to the police being unable to find funds to accommodate their staff at the workshops. However, when funds became available in the Government's new financial year, workshops were stepped up in number from both centres. From the HLPC, the programme was expanded to include monthly talks with the recruits at the Morris Training Depot in Harare as well as with officers in the Support Unit who came in to Harare for refresher courses.



Participants at the seminar for senior police officers with LRF staff and the Hon Mr Justice A Ebrahim (centre front row)

Legal Forum

Talks under the Legal Forum programme at the BLPC were somewhat dormant. However, those that were given were of a high standard. They included a presentation by two American interns on the jury system in the USA, a report on the sentencing workshop by a panel of participants and a presentation on community service as an alternative to imprisonment by Mr Justice Manyarara.

Continuing Legal Education

Under the continuing legal education programme, funded by the International Bar Association and organised by the Law Society and the LRF, there were some interesting presentations made in Bulawayo and Harare. These included **Constitutional Safeguards** and **Alternative Dispute Resolution** by Advocates A de Bourbon and M Gillespie. Hon Mr Justice D G Bartlett spoke in both centres on

Community Service as an Alternative Method of Sentencing. The Chief Justice, the Hon Mr Justice A R Gubbay, spoke in Harare on **The Role of an Independent Judiciary in a Developing Country, With Particular Reference to the Zimbabwean Experience.**

*Council for
Legal
Education*

Although not a member of the Council for Legal Education, the National Director was asked by the Council to draw up a tentative syllabus for **Practical Aspects of Criminal Practice and Procedure in the Magistrate's and High Courts.** This will be included in a proposed lecture programme for law graduates as a part of a one year post-graduate practical training period.

*Sentencing
Workshop*

A sentencing workshop was held in September 1993, organised by the BLPC on behalf of the LRF, with the Society for Criminal Law Reform, Southern African Network. There were three main themes, namely, **alternative sentencing, treatment of juveniles and the death penalty.**

*Community
Service*

The follow-up to the sentencing workshop was swift and the National Director of the LRF was invited to serve on the Government Committee on Community Service as an Alternative to Imprisonment.

The Committee arranged eight workshops in different regions, with the last a high-profile occasion, addressed by the Minister of Justice, Legal & Parliamentary Affairs and the Head of the Delegation of the European Union, the donor, in Harare at the end of June 1994.

*District
Committees*

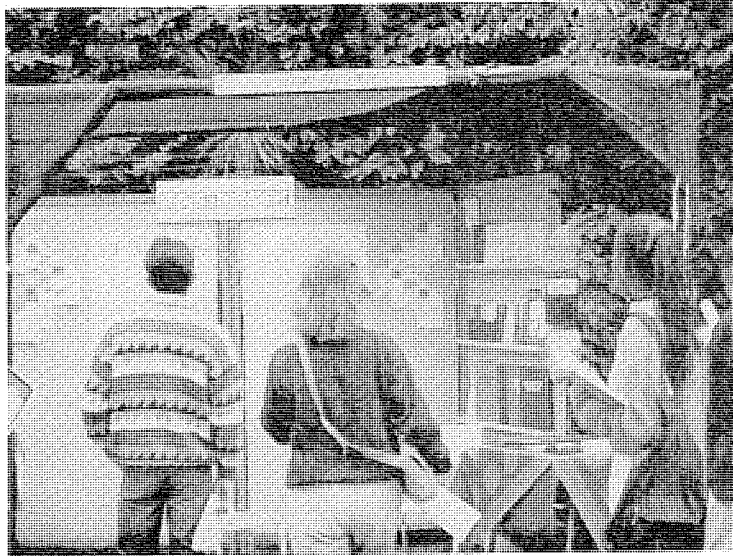
District committees were set up in all of the areas where workshops were held and the programme proceeded positively. The National Director continued to sit on the National Committee but logistical arrangements for the workshops, previously done by the LRF through the HLPC, discontinued on the appointment of a co-ordinator to the National Committee.

*Juvenile
Diversion*

BLPC arranged a workshop in Bulawayo to explore the possibilities of juvenile diversion methods as a spin-off from the sentencing workshop. Magistrates, prosecutors, social workers, police and private practitioners attended the workshop which was facilitated by staff from the National Institute for Crime Prevention and Rehabilitation of Offenders (NICRO), a Cape Town organisation leading the field in this area. A number of practical methods of keeping young offenders out of the criminal justice system were identified and discussed and a task force was set up to introduce a pilot project in Bulawayo. Juvenile diversion has been introduced as a topic in the LEA programmes with the police being encouraged to use this route wherever possible.

Book Fair

The Director of the Legal Publications Unit (LPU) and the Curriculum Co-ordinator designed and staffed the LRF stand at the Book Fair in August, 1993, assisted by the staff of the HLPC. The theme was **Reading is Development**. A questionnaire was distributed to get some data on the general public's knowledge and views on specific aspects of the law.



Visitors perusing the "Reading is Development" display at the Book Fair

*Voter
Education*

LRF joined a committee of human rights NGOs, convened by the CCJP, to work on a programme of voter education in the run up to general elections in 1995. The committee produced flyers and held workshops at which LRF staff at various projects and advice centres participated. Voter education will form part of the LRF's education outreach thrust in the next eight months.

Libraries

Libraries at the BLPC and HLPC continued to be well used, particularly by young practitioners who do not have their own facility. The police and magistrates also made increased use of the libraries in the period. At the BLPC, law students were permitted use of the library during university vacation. The GLPC did not realise their objective due to their failure to obtain a full set of statutes and subsidiary legislation, but this has been resolved. At the MLPC, with better facilities than GLPC, the library was well used. The move to bigger premises by the MLPC during this period made it easier for the legal practitioners, magistrates and prosecutors to undertake their research.

Publications Programme

Objectives

Not only does the publications programme develop resources for the legal system, specifically the courts, the legal profession and law students, it also produces publications which support the objectives of the LRF and its respective programmes.

Publications

In this respect the regular production of periodicals and law reports was, as always, a priority of the Legal Publications Unit. During the period the following were produced:

Legal Forum — 4 issues

Bulletin of Zimbabwean Law — 3 volumes

Zimbabwe Law Reports (ZLR) — 1992 (1) and (2) and 1993 (1)

Consolidated Index to the Zimbabwe Law Reports 1984-1991

Index to Legislation in Force in Zimbabwe

The July 1993 edition of this *Index* proved unexpectedly popular and necessitated the production of an additional edition in January 1994.

Handbooks/ Guides

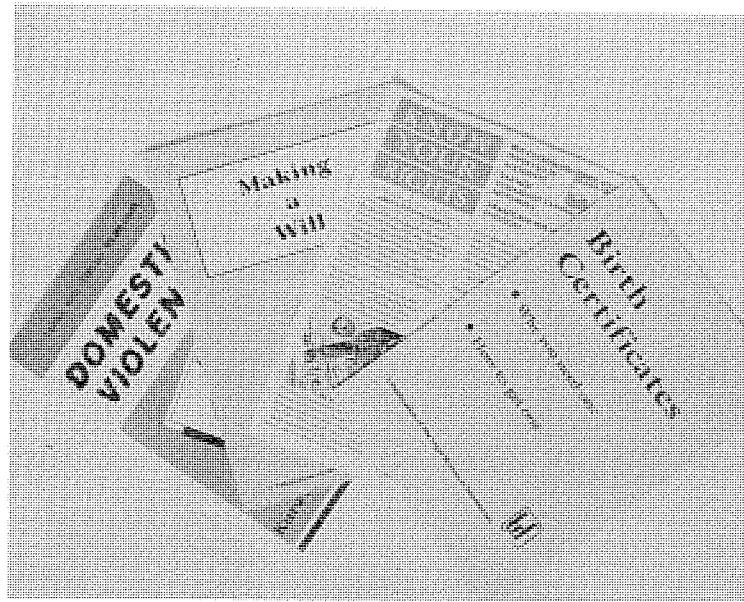
Two useful additions to the handbook/guide series were published in the period. These were *The Defenders Handbook* by Prof G Feltoe, and *The Guide to Civil Procedure in the Magistrate's Court* by Prof Feltoe, Mr M J Oelschig and Miss E Sithole. Both were printed in-house with the Risograph copy printer purchased for the unit in this period. This reduced the costs of production considerably.

Contract Work

With this new printing capacity, the LPU undertook some contract work for other organisations and produced printed materials for the workshops on *Community Service as an Alternative to Imprisonment*, a list of law firms for the Law Society and copies of the *Constitution of Zimbabwe* for the Attorney-General's office. Other contract work included the design and production to camera-ready stage of forms for use in the *Small Claims Court* and the final report of the *Magistrates' Training Workshops*.

Pamphlets & Flyers

Information flyers on *War Victims Compensation*, *Missing Persons* and *Buying a House in the Western Suburbs of Bulawayo* were produced and materials for the schools legal education programme, a paralegal newsletter and addendum pages for the *Law Enforcement Agents Handbook* were printed in-house.



Pamphlets and flyers produced at LPU during the year

Production time of pamphlets was reduced with the use of a scanner. The pamphlets produced included **Birth Certificates** (English), **Maintenance** (two titles) (Ndebele), **Marriage and the Law and Wills**. A number of other pamphlets titles were worked on during the period and taken to camera-ready stage, with drafts of **The Legal Age of Majority Act** and **The Legal System** reaching testing stage.

*Long-term
Projects*

Although a great deal of work was done on two publications, namely the **Zimbabwe Administrative Law Reports** and a **Procedural Law Legislation Service**, these are of a long-term duration. The aim of the latter is to make available up to date versions of all the rules of court, together with case notes and annotations. However, nearly all the data capture has been completed and it is hoped that they will be finalised in the next fiscal year.

*Sales/
Subsidies*

The Publications Unit has increased sales of texts and periodicals both locally and internationally. The **Legal Forum** is still heavily subsidised but LRF has not departed from its previous decision to continue this publication. It deals with the administration of law, but more importantly, it provides a vehicle for LRF to express and publish comment on human rights and other legal issues in Zimbabwe.

General

Interns

Local interns from the Faculty of Law at the University of Zimbabwe were placed at each of the legal project centres. International interns from Columbia and Harvard Universities spent most of the time at the BPLC. For part of their time in Bulawayo, they were attached to the High Court.

Liaison with other agencies

Staff at all centres are encouraged to liaise with other agencies. These include the Catholic Commission for Justice and Peace, the Citizens Advice Bureau, the Consumer Council, Musasa Project, WiLDAF, WLSA, Women's Action Group, and ZimRights. LRF finds that local networking is strengthening its programmes and is contributing to its expanding awareness of human rights issues in Zimbabwe and of how these can be addressed through joint action.

Staff

During the year, staff have shown their usual outstanding commitment to the LRF programmes and Trustees record their sincere appreciation to them, for without them the LRF would not be able to operate.



First annual meeting of donors in October 1993

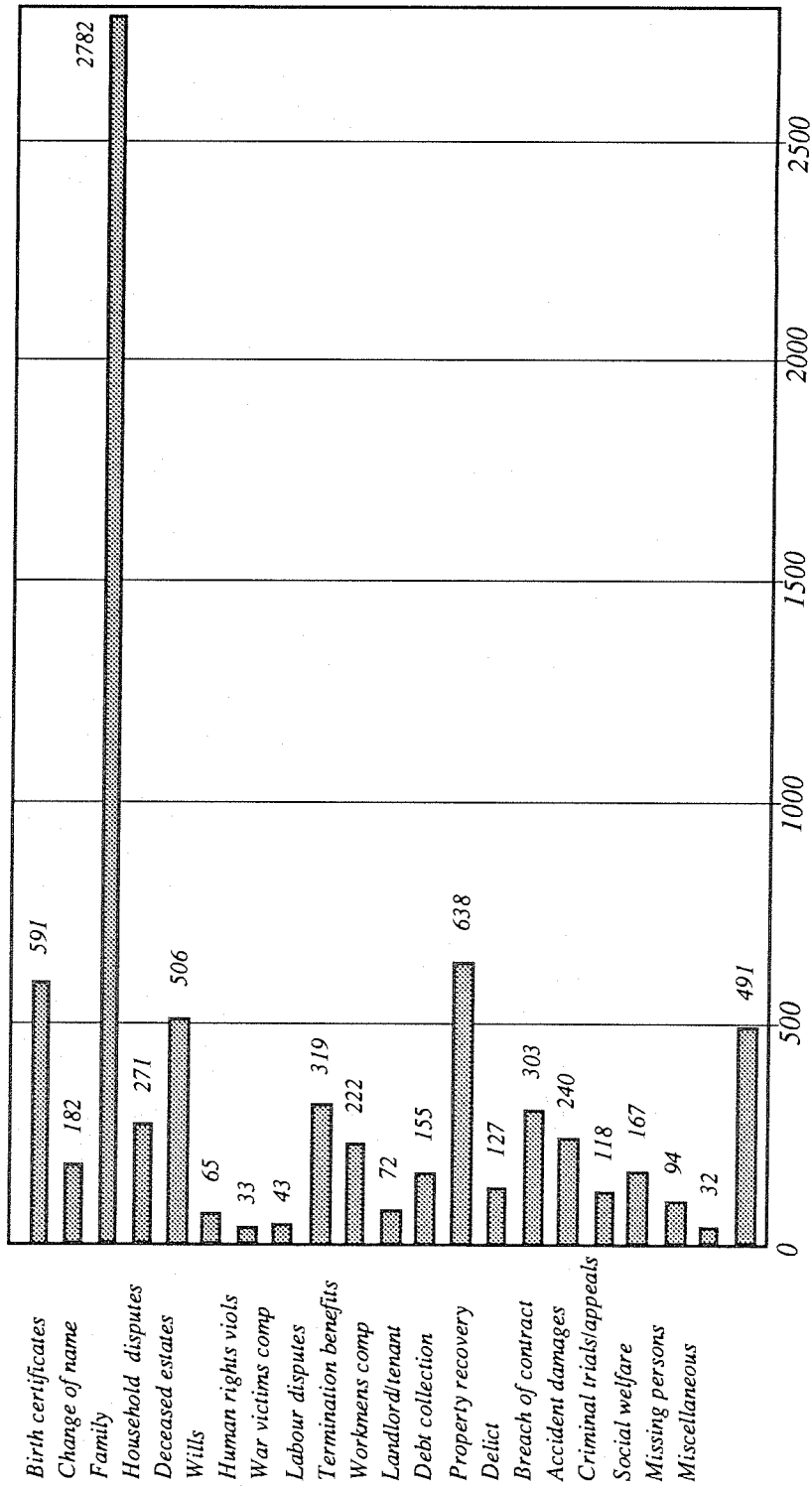
General Assistance

While the LRF will continue to strive to advance human rights and improve the quality of justice for all in Zimbabwe, it is not able to achieve this objective without the assistance which it receives from donors, Government and non-government agencies, the legal profession and its many friends both within and outside Zimbabwe.

Trustees
March 1995

Paralegal Programme Statistics

Total number of enquiries = 7451



LEGAL RESOURCES FOUNDATION

FINANCIAL STATEMENTS

The report and statements on pages 19 to 27 comprise the annual financial statements presented to the Trustees of the Legal Resources Foundation which include:

- Auditors' Report
- Income and Expenditure Account
- Balance Sheet
- Cash Flow Statement
- Notes to the Financial Statements

The financial statements were approved by the Trustees on 1 March 1995 and are signed on their behalf:

E Samper

M S Wilson

Trustees

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE LEGAL RESOURCES FOUNDATION

We have audited the financial statements set out on pages 20 to 27. The financial statements are the responsibility of the Foundation's Trustees. Our responsibility is to express an opinion on the financial statements based on our audit.

We conducted our audit in accordance with International Standards on Auditing which require that we plan and perform the audit to obtain reasonable assurance that the financial statements are free from material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, the assessment of the accounting principles used and significant estimates made by trustees, and the evaluation of the overall financial statement presentation.

In our opinion the financial statements are properly drawn up in conformity with International Accounting Standards as adopted for use in Zimbabwe, so as to give, in all material respects, a true and fair view of the state of the affairs of the Foundation as at 30 June 1994 and of the results of its operations and cash flows for the financial year ended on that date.

DELOITTE & TOUCHE

14 November 1994

**LEGAL RESOURCES FOUNDATION
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 JUNE 1994**

	<u>Notes</u>	<u>1994</u> \$	<u>1993</u> \$
INCOME			
Donations	3	2 440 034	3 952 432
Interest received		712 472	298 064
Library subscriptions		11 695	—
Membership fees		—	3 610
Profit on disposal of fixed assets		13 732	—
Sale of publications		289 500	222 396
Sundry income		<u>7 442</u>	<u>50 778</u>
		<u>3 474 875</u>	<u>4 527 280</u>
EXPENDITURE			
Administration fees		135 843	66 577
Advertising		6 804	3 859
Bad debts expense		12 503	—
Audit fees		59 040	38 600
Bank charges		41 899	8 015
Interest payable		334	—
Depreciation	4	135 337	111 421
Electricity and water		24 050	8 619
Exchange loss		3 847	—
General expenses		16 128	28 978
Insurance		42 214	16 964
Library costs		15 655	2 214
Medical aid contributions		40 557	23 357
Motor vehicle costs		32 511	10 194
Office consumables		19 284	16 924
Pension contributions		56 880	39 677
Photocopying		6 241	667
Postages and telephone		66 366	65 802
Printing and stationery		97 385	179 947
Projects assistance		101 368	60 346

**LEGAL RESOURCES FOUNDATION
INCOME AND EXPENDITURE ACCOUNT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 1994**

	<u>1994</u>	<u>1993</u>
	\$	\$
EXPENDITURE (continued)		
Promotions and presentations	8 502	5 270
Publications	197 594	79 902
Rent	273 052	157 960
Repairs and maintenance	38 385	51 699
Salaries	1 849 810	1 286 135
Security	17 382	1 842
Staff development costs	38 714	40 416
Staff training costs	6 517	7 815
Staff recruitment	18 073	14 671
Subscriptions	23 471	18 311
Travel	108 425	49 002
Test case	42 961	443
Pamphlets	124 060	—
Training workshops	517	40 158
— Magistrates	15 729	119 113
— Alternative sentencing	129 999	—
— Schools legal education	43 636	65 846
— Community service workshop	143 134	—
— Lawyers for human rights	3 495	—
— Continual legal education	1 123	—
— Bill of rights conference	217	—
— Law enforcement/other	17 757	111 723
— Senior staff retreat	21 147	—
— Paralegal training	45 896	—
— Paralegal retreat	22 734	—
— Juvenile diversion	19 688	—
— Chiefs seminar	12 242	—
Total expenditure	<u>4 138 506</u>	<u>2 732 467</u>
(DEFICIT)/SURPLUS FOR THE YEAR	<u>(663 631)</u>	<u>1 794 813</u>

**LEGAL RESOURCES FOUNDATION
BALANCE SHEET
AS AT 30 JUNE 1994**

	<u>Notes</u>	<u>1994</u>	<u>1993</u>
		\$	\$
FUNDS EMPLOYED			
ACCUMULATED FUND			
At 30 June 1992		3 279 804	1 955 972
Less : Transfer to Capital Donation Fund		—	470 981
(Deficit)/Surplus for the year		<u>(663 631)</u>	<u>1 794 813</u>
At 30 June 1994		<u>2 616 173</u>	<u>3 279 804</u>
CAPITAL DONATIONS FUND			
At 30 June 1993		778 075	470 981
Donations this year		<u>61 554</u>	<u>307 094</u>
At 30 June 1994		<u>839 629</u>	<u>778 075</u>
TOTAL FUNDS EMPLOYED		<u><u>3 455 802</u></u>	<u><u>4 057 879</u></u>
REPRESENTED BY:			
FIXED ASSETS	4	914 570	785 544
INVESTMENT	5	4 247	4 247
CURRENT ASSETS			
Stock	6	447 152	340 929
Debtors	7	406 460	41 823
Cash resources		<u>1 932 800</u>	<u>3 013 890</u>
		<u>2 786 412</u>	<u>3 396 642</u>
CURRENT LIABILITIES			
Sundry creditors		249 427	102 146
Bank overdraft		—	26 408
		<u>249 427</u>	<u>128 554</u>
NET CURRENT ASSETS		<u>2 536 985</u>	<u>3 268 088</u>
		<u><u>3 455 802</u></u>	<u><u>4 057 879</u></u>

**LEGAL RESOURCES FOUNDATION
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 1994**

	<u>1994</u>	<u>1993</u>
	\$	\$
(Deficit)/Surplus for the year	(663 631)	1 794 813
Adjustments for:		
— Depreciation	135 337	111 421
— Profit on disposal of fixed assets	(13 732)	—
	<u>(542 026)</u>	<u>1 906 234</u>
Proceeds on disposal of fixed assets	26 600	—
Increase in stock	(106 223)	(231 761)
(Increase)/decrease in debtors	(364 637)	41 532
Increase in creditors	147 281	15 749
Purchase of fixed assets	(215 677)	(120 608)
	<u>(1 054 682)</u>	<u>1 611 146</u>
Cash at 30 June 1993	<u>2 987 482</u>	<u>1 376 336</u>
Cash at 30 June 1994	<u>1 932 800</u>	<u>2 987 482</u>

**LEGAL RESOURCES FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 1994**

1. NATURE OF ACTIVITIES

The Legal Resources Foundation is a charitable and educational trust registered under the Welfare Organisations Act. It was established to promote the development of legal resources in Zimbabwe and to facilitate the realisation of the social, economic and legal rights of the population as a whole. It seeks to improve the accessibility of the legal remedies to less privileged members of our society by implementing innovative projects which make the best use of limited financial and legal resources in Zimbabwe.

The Legal Projects Centres in Harare, Bulawayo, Gweru and Masvingo, are responsible for the implementation of projects approved by the Trustees of the Legal Resources Foundation.

The Legal Publications Unit is responsible for the publishing of materials approved by the Legal Resources Foundation.

2. ACCOUNTING POLICIES

2.1 Accounting convention

The accounts are prepared in terms of the historical cost convention with the exception of certain fixed assets which are included at valuation and no additional information is given to reflect the effect of changing prices.

2.2 Donations

Donations are brought to account as and when received.

2.3 Investment income

Income on investments is accounted for on an accruals basis.

2.4 Depreciation of fixed assets

Depreciation is calculated on a straight line basis at rates calculated to write off the cost of these assets over their estimated useful lives which are as follows:

**LEGAL RESOURCES FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 1994**

Furniture & fittings	— 10 years
Libraries	— 10 years
Office equipment	— 10 years
Computers	— 10 years
Motor vehicles	— 10 years
Bicycles	— 10 years

2.5 Stock

Stock is valued on the following bases:—

Raw materials — Lower of cost and net realisable value. Cost is determined on a first-in-first-out basis.

Publications — The Trustees' valuation which approximates to cost. This is contrary to International Accounting Standards which requires that stock be valued at the lower of cost and net realisable value.

	<u>1994</u>	<u>1993</u>
	\$	\$
3. DONATIONS		
Local		
National Office		
Merchant Bank of Central Africa	500	500
Central African Building Society	500	500
Law Society of Zimbabwe	—	1 000
Other	—	2 258
Zimbabwe Trust	—	9 600
Harare Legal Projects Centre		
City of Harare	4 000	—
Zimbabwe Republic Police	2 000	—
Zimbabwe Development Fund	—	550
Bulawayo Legal Projects Centre		
Bulawayo City Council	2 000	1 500
Sundry	—	832
	<u>9 000</u>	<u>16 740</u>

**LEGAL RESOURCES FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 1994**

3. DONATIONS (continued)

International

British Council	71 664	43 903
Canadian High Commission	—	3 121
Canadian International Development Agency	755 070	210 175
Canadian University Services Organisation	60 456	—
Danish Embassy	6 059	3 626
Ford Foundation	—	2 183 306
Friedrich Naumann Foundation	263 512	276 440
Institute of International Education	—	819
International Bar Association	10 828	—
NOVIB	749 245	818 246
Oak Foundation	260 000	68 165
Ottawa University	—	28 270
Redd Barna	190 000	—
Rhodes Trust	—	57 042
Swedish International Development Authority	—	163 545
U S Aid Legal Text	2 671	—
United States Embassy	59 908	79 034
Women in Law and Development in Africa	1 621	—
	<u>2 431 034</u>	<u>3 935 692</u>
Total donations	<u>\$ 2 440 034</u>	<u>\$ 3 952 432</u>

Donations received by the foundation are often for a specific project and the trustees therefore, are obliged to use such funds accordingly.

**LEGAL RESOURCES FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 1994**

4. FIXED ASSETS

	Cost and <u>valuation</u>	Depreciation		Net book value	
		<u>For the year</u>	<u>Accumulated</u>	<u>1994</u>	<u>1993</u>
Furniture & fittings	189 883	18 971	56 317	133 566	67 054
Libraries	375 840	37 582	139 976	235 864	270 196
Office equipment	330 607	33 060	101 522	229 085	158 699
Computers	370 269	37 087	114 718	255 551	251 575
Motor vehicles	84 644	8 464	25 520	59 124	37 618
Bicycles	<u>1 725</u>	<u>173</u>	<u>345</u>	<u>1 380</u>	<u>402</u>
	<u>1 352 968</u>	<u>135 337</u>	<u>438 398</u>	<u>914 570</u>	<u>785 544</u>

Fixed assets donated to the Foundation are included at the Trustees' valuation.

5. INVESTMENT

The quoted investment has been included at the Trustees' valuation. The market value at 30 June 1994 was \$34 848 (1993 — \$6 098).

	<u>1994</u>	<u>1993</u>
	\$	\$
6. STOCK		
Stock	493 898	340 929
Provision for obsolescence	<u>(46 746)</u>	<u>—</u>
	<u>447 152</u>	<u>340 929</u>
7. DEBTORS		
Trade	89 784	13 388
Less : Provision for bad debts	<u>(21 523)</u>	<u>—</u>
	68 261	13 388
Sundry	<u>338 199</u>	<u>28 435</u>
	<u>406 460</u>	<u>41 823</u>



The Legal Resources Foundation is a charitable and educational trust
which was established in 1984 to promote the development
of legal resources in Zimbabwe

CONLON PRINTERS