Practice Directions

The Acting Judge President of the Land Claims Court replaced all previous practice directions with the following consolidated practice directions on 8 June 2012:

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- All judges of the Court, including the President, should be addressed as 'Judge X' or 'Judge Y' and referred to as 'Judge X' or 'Judge Y'.

 The President may also be referred to as 'the President'.
- The expression 'Your Lordship', 'Your Ladyship', 'Justice', 'Your Honour', 'Your Worship' similar expressions should not be used.
- 3 Other than the President (or a judge acting as president in his or her absence), the judges of the Land Claims Court enjoy equal seniority and, after the President, there is no order of precedence.
- 4 Legal practitioners appearing before the Court in open court are required to robe, wherever the court is sitting. This does not include pre-trial conferences chaired by a judge.
- 5 Arrangements for the interpretation of evidence or argument should be made with the Registrar in terms of the rules of the Court well before the hearing of any matter.
- 6 Legal practitioners appearing in the Court are required to introduce themselves to the Presiding Judge. This should be arranged with the Presiding Judge's registrar.

The Acting Judge President of the Land Claims Court amended paragraph 1 of Practice Direction Number 1 on 11 December 2015 as follows:

1. All Judges of the Court, including the President, should be addressed as "Justice X" or "Justice Y" and referred to as "Justice X" and "Justice Y".

The President may also be referred to as "the President".

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2015-12-11

Allocation of dates

- 1. The allocation of dates for conferences and hearings is dealt with in Rule 30(2) and Rule 55 of the Land Claims Court Rules.
- 2. Any party applying for the allocation of a date for a conference or a hearing must do so in accordance with Practice Directions No 7 and 8 by notice addressed to the Registrar of the Land Claims Court and served on all other parties who have delivered a notice of appearance.
- 3. The attention of the parties is drawn to rule 55 (5) regarding the postponement of a hearing date.

4. Additional sets of documents

Parties are reminded that all documents issued out of or filed with the Land Claims Court must be:

- a. in triplicate in the case of a matter referred to in rule 19(4); and
- b. in duplicate in any other matter.

5. Handing up of documents to the bench during a hearing

If documents have to be handed up to the bench during a hearing, parties have to ensure that sufficient copies are provided. The original document must be handed to the registrar. A copy must be made available to each of the judges and assessors on the bench.

6. Notify registrar of settlements and postponements

As soon as parties are aware that a matter will not, or is unlikely to, be heard on the day on which it has been set down for hearing, they must inform the presiding judge's secretary. The reason why the case will not, or is unlikely to, be heard must be given.

AT THE PART

1. Urgent applications

- 1.1 Any person wishing to bring an urgent application must make use of rule 34(3). Failure to do so may result in a judge not being available to hear an application and the matter having to be postponed.
- 1.2 The Land Claims Court's telephone number is (011) 781 2291.
- 1.3 If problems are experienced with this line and the matter is urgent, you may try 078 069 4867 (Acting Registrar, Mr P Mudau).
- 1.4 If it is after hours and the matter is urgent, you may contact Mr P Mudau on 078 069 4867.
- 1.5 Please note that this contact number may change in future, in which event, a further practice direction will be issued.

Heads of argument

- Not later than 10 days before any appeal or opposed application is heard the applicant/appellant shall deliver a concise and succinct statement of the main points which he/she intends to argue, with references to the authorities relied upon, together with a list of such authorities.
- 2. Not later than 5 days before the appeal/opposed application is heard the respondent shall similarly deliver heads of argument.
- 3. The original and 2 copies of such heads of argument will be filed with the registrar and copies shall be delivered to the other parties.
- 4. The heads of argument shall contain references to the record as well as the authorities relied upon.
- 5. Appellant/Applicant or his or her legal representative shall, when delivering the heads of argument, include a statement at the commencement of the heads setting out which portions of the record, if any, he/she regards as irrelevant to the appeal and to which they do not intend to refer. The respondent must similarly so indicate by way of a statement at the commencement of his/her heads.
- 6. In all trials written heads of argument shall be furnished at least a day

before argument commences or as directed by the Presiding Judge.

7. If heads of argument are not filed timeously parties run the risk of a matter being struck from the roll.

The Acting Judge President of the Land Claims Court amended paragraph 3 of practice direction no 4 on 4 February 2015 by adding the following sentence at the end of paragraph 3:

Heads of argument

3. 'However, if the bench consists of one member, only one copy of the

heads of argument is required to be filed.'

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2015-02-04

The Acting Judge President of the Land Claims Court has amended paragraphs 1 and 2 of Practice Direction Number 4 on 2 August 2016 as follows:

- Not later than 15 days before any appeal or opposed application is heard 1. the applicant/appellant shall deliver a concise and succinct statement of the main points which he/she intends to argue, with references to the authorities relied upon, together with a list of such authorities.
- Not later than 10 days before the appeal/opposed application is heard the 2. respondent shall similarly deliver heads of argument.

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2016-08-02

Cases in Magistrates' Courts in terms of the Extension of Security of Tenure Act, 62 of 1997 ("the Act").

- 1 Magistrates are reminded, when a case is brought in terms of the Act, that the rules of procedure applicable in civil actions and applications in a High Court apply. See section 17(4) of the Act.
- Section 19(3) of the Act provides that all eviction orders granted by magistrates under the Act are subject to automatic review by the Land Claims Court. In this regard, Magistrates' attention is drawn to the following:
- 2.1 Section 12(1) provides that a court, when ordering the eviction of an occupier, is required to determine a just and equitable date on which the occupier shall vacate the land and to determine the date on which an eviction order may be carried out if the occupier has not vacated the land as instructed. In determining these dates, magistrates are reminded to have regard to the automatic review process.
- 2.2 Rule 35A of Land Claims Court Rules deals with automatic reviews. Rule 35A was inserted by Government Notice No 594 in Government Gazette No 20049 of 7 May 1999. It reads as follows:

"35A AUTOMATIC REVIEW

- A magistrate making an order for eviction under the Extension of Security of Tenure Act must -
 - (a) allow not less than 15 days for the review process in determining the date for vacation of the land and the date on which the eviction order may be carried out, unless the urgency of the matter justifies a shorter period;
 - (b) forthwith transmit to the Court the record of the proceedings and his or her reasons for the order; and
 - (c) inform the parties to the proceedings who were present when the order was applied for or when the order was made that the

record of the proceedings will be transmitted to the Court for automatic review.

- (2) Before deciding a matter coming before it on automatic review, the Court may -
 - (a) seek further information from the magistrate;
 - (b) afford any party an opportunity to deliver submissions or further submissions on specific issues; or
 - (c) set the matter down for oral argument before the Court.
- (3) After a review has been decided, the Registrar must return the record of the proceedings to the magistrate."
- 2.3 Cases subject to automatic review should be dispatched to the Land Claims Court promptly. A copy of the file should be retained by the Magistrate. Magistrates may use the Land Claims Court's courier services in this regard. The account is with Sun Couriers at telephone number (012) 673 2222 and the account number is 910154. Magistrates are, however, requested to always contact the Court's registrar prior to making use of the service.
- 2.4 The contact details of the Court are as follows:

Private Bag X10060 Randburg, 2125

Randburg Mall (Opposite Randburg Post Office) Corner of Hill Street and Kent Avenue Randburg, 2194

Tel: (011) 781 2291 Fax: (011) 781 2217

E-mail: registrar@landclaims.org.za

3 All judgments by the Land Claims Court are available online at www.mylexisnexis.co.za (under law reports) and on www.saflii.org. They are also available on the Department of Justice website http://www.justice.gov.za/lcc/index.html.

Probation Officer's Report

In terms of section 9(3) of the Extension of Security of Tenure Act, 62 of 1997, as amended, a court hearing in a case for the eviction of an occupier must request a probation officer to submit a report within a reasonable time on certain matters affecting the eviction as set out in the section.

In order to ensure that such a report has been requested timeously, the plaintiff/applicant in the case must, as soon as possible after the commencement of the action/application, file a request with the Court to request the report from the relevant probation officer. In such request, the particulars of the parties and/or their representatives, if any, must be furnished to enable the probation officer to contact them.

The request from the plaintiff/applicant to the Court must be by notice based on form 15, attached hereto.

FORM 15

IN THE LAN	ND CLAIMS COURT	Case No:					
In the case of	f:						
6249141911241212491	Fir	st* Plaintiff/Applicant (give name of first applicant only) and others*					
\$\$161=*9x21641\$141	First* D	and efendant/Respondent (give name of first respondent only) and others*					
NOTICE OF REQUEST FOR PROBATION OFFICER'S REPORT							
То	6	Registrar					
and to	•	(other parties)					

Take notice further that the particulars of the parties are as follows:

4	Transmitter approant . (give jun names and unaress, telephone and jax numbers, e-mail daaress)
	Plaintiff/Applicant's attorney: (give names, address, telephone and fax numbers, e-mail address)
2	Defendant/Respondent: (give full names, address, telephone and fax numbers, e-mail address)
	Defendant/Respondent's attorney: (give names, address, telephone and fax numbers, e-mail address)

Take	notice	further	that	the	land	which	may	be	affected	by	the	order	asked	for	is
fully description and much															
if available, of all properties affected and the magisterial district in which the land is situated)															
Dated at this the day of															

Plaintiff/Applicant or Plaintiff/Applicant's attorney

* DELETE WHERE INAPPLICABLE

Conferences in terms of Rule 30

Conferences for pre-trial purposes in terms of Rule 30 shall be requested only where necessary. Pre-trial conferences shall not be used to enforce compliance with the Land Claims Court Rules or to ask for directions on matters in respect of which the Act and Rules are clear. In instances of non-compliance with the Act or Rules, applications must be brought in Motion Court for the necessary relief.

Whenever a prc-trial conference is requested, the party requesting the conference shall file a short note setting out:

- 1. the name and number of the matter;
- the names and telephone numbers of the legal representatives and who they represent;
- 3. In brief:
 - 3.1 the nature of the matter;
 - 3.2 the issues to be determined;
 - 3.3 what pleadings have been filed and how far the matter has generally progressed;
 - 3.4 succinctly state the reason why the conference is requested and any directives which will be sought paying particular attention to Rule 30(6):
 - 3.5 the proposed agenda.
- 4. The party requesting the conference is required to collate all the pleadings that are in the court file before a conference is held.
- 5. The presiding Judge may at his/her discretion request a party to arrange a conference.

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 - 3.2 the issues to be determined:
 - 3.3 what pleadings have been filed and how far the matter has generally progressed;
 - 3.4 succinctly state the reason why the conference is requested and any directives which will be sought paying particular attention to Rule 30(6);
 - 3.5 the proposed agenda.
- 4. The party requesting the conference is required to collate all the pleadings that are in the court file before a conference is held.
 - 4.1 The party requesting the conference is required to liase with all other parties and thereafter inform the Registrar of dates that are suitable to all parties for the conference.
- 5. The presiding Judge may at his/her discretion request a party to arrange a conference.

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2014-07-01

Conferences in terms of Rule 30

The Acting Judge President of the Land Claims Court added the following subparagraph being subparagraph 6 of Practice Direction No 7, to Practice Direction No 7.

6. The Judge's secretary will take minutes at the pre-trial conference and circulate a draft minute for comment. Thereafter the minute will be amended if necessary, and the final minute will be certified by the Presiding Judge.

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2015-12-11

Requests for trial dates

- 1. Upon the close of pleadings the plaintiff's or applicant's attorney shall collate, index and paginate the court file as directed in practice direction no. 10. Thereafter he/she may apply for a date of hearing.
- 2. Should the plaintiff/applicant not apply for a date of hearing within 21 days after pleadings have closed, the defendant/respondent may so apply.
- 3. The application for a trial date shall be in writing to the Registrar. It shall be accompanied by a short practice note which will be affixed to the file. The note shall state in brief:
 - 3.1 the nature of the matter, the issues to be determined as well as the names and telephone numbers of the legal representatives;
 - 3.2 the estimated duration of the hearing;
 - 3.3 the estimated number of witnesses to be called.

Requests for trial dates

- 1. Upon the close of pleadings the plaintiff's or applicant's attorney shall collate, index and paginate the court file as directed in practice direction no. 10. Thereafter he/she may apply for a date of hearing.
- 2. Should the plaintiff/applicant not apply for a date of hearing within 21 days after pleadings have closed, the defendant/respondent may so apply.
- 3. The application for a trial date shall be in writing to the Registrar. It shall be accompanied by a short practice note which will be affixed to the file. The note shall state in brief:
 - 3.1 the nature of the matter, the issues to be determined as well as the names and telephone numbers of the legal representatives;
 - 3.2 the estimated duration of the hearing;
 - 3.3 the estimated number of witnesses to be called.
- 4. The party requesting a date of hearing is required to liaise with all other parties and thereafter inform the Registrar of dates that are suitable to all parties for the hearing.
- 5. The practice note referred to in 3 above must be stapled to the file cover and shall be updated if necessary when the file is indexed and paginated. Every file to be placed before a Judge must contain a current practice note containing the aforementioned information.

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2016-08-17

Motion Court:

- There will be a Motion Court convened once a month on the last Thursday of each month during Court terms at the Land Claims court in Randburg.
- 2. The following matters may be enrolled for hearing at a motion court sitting:
 - 2.1 Interlocutory applications under Rule 37; and
 - 2.2 Applications under Rule 58 for judgments or orders against a party in default:
 - 2.2.1 Who failed to file a notice of appearance in terms of Rule 25; or
 - 2.2.2 Who failed to deliver an answering affidavit or plea within the time limits prescribed by the Rules, and remained in default for a period of 5 (five) days after service of a notice of bar upon him or her as envisaged in Rule 32(1),

Provided that Para 2.2 shall not apply to any matter in which a restitution order under Sec 35 (1) (a), (b) or (c) of the Restitution of Land Rights Act, 1944, is sought.

- 3. All applications to the Motion Court must be delivered at least 7 (seven) days before the date of hearing notwithstanding the provisions of Rule 37(6).
- 4. The Motion Court Judge may direct the applicant to serve the application on parties in default, notwithstanding that they might otherwise not be entitled to service.
- 5. The Motion Court Judge may, before or at the date of hearing of any application, refer the application to the Judge to whom the main matter has been allocated for adjudication.

6. Motion Court hearings will commence at 10:00. All application must be enrolled for 10:00 or as soon thereafter as the matter can be heard.

The Acting Judge President of the Land Claims Court amended paragraph 1 of practice direction no 9 on 25 January 2013 as follows:

 There will be a Motion Court convened once a month on the last Monday of each month during Court terms at the Land Claims Court in Randburg.

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2013-01-25

Collating, indexing and paginating of court files

- 1. As soon as pleadings are closed and before a trial date is requested the applicants' or plaintiffs' attorney shall:
 - 1.1 collate, number consecutively and suitably bind all the pleadings relating to the trial as a separate bundle and ensure that they are in the court file;
 - 1.2 collate, number consecutively and suitably bind all the notices relating to the trial as a separate bundle and ensure that they are in the court file;
 - 1.3 collate, number consecutively and suitably bind all pleadings which were amended after delivery thereof;
 - 1.4 collate, number consecutively and suitably bind all the pre-trial minute/s and all documents relating thereto;
 - 1.5 prepare and attach an index to the pleadings bundle, the notices bundle, the pre-amendment pleadings bundle and the pre-trial bundle respectively. The index must briefly describe each pleading, notice or document as a separate item.
- 2. In binding the pleadings, notices and documents, care must be taken to ensure that the method of binding does not hinder the turning of pages and the bundle should remain open without being held open.
- 3. The pleadings, notices and documents should not be found in volumes

of more than 100 pages.

- 4. The pleadings bundle must only contain the original pleadings (as amended, if applicable). Filing notes must not be included in any of the bundles.
- 5. If a document or documents attached to the pleadings, or contained in the bundles as referred to in paragraph 1, is or are
 - 5.1 in manuscript, or
 - 5.2 not readily legible,

the party filing such document shall ensure that legible typed copies of the documents are provided.

- 6. Interlocutory applications must be bound separately. Interlocutory applications must be indexed by the party bringing such application. If for the hearing of the interlocutory application the Court is required to have regard to the main proceedings, the plaintiff/applicant must index such pleadings.
- 7. Discovery affidavits and discovered documents must be collated in a separate bundle.

Collating, indexing and paginating of court files

- 1. As soon as pleadings are closed and before a trial date is requested the applicants' or plaintiffs' attorney shall:
 - 1.1 collate, number consecutively and suitably bind all the pleadings relating to the trial as a separate bundle and ensure that they are in the court file;
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7. Discovery affidavits and discovered documents must be collated in a separate bundle.

8. In accordance with practice Direction 8(5) after a date is allocated for the hearing of a matter and before the file is placed before a Judge, it shall contain a practice note as specified at Practice Direction 8(5).

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2016-08-17

Preparation of statement of agreed facts and facts in dispute

At least 15 days before the hearing of any trial matter and opposed motion, if directed to do so by the Presiding Judge, the plaintiff's or applicant's attorney shall, after consulting with the defendant's/respondent's attorney and attorneys of all other parties, file a statement indicating what facts have been agreed upon and what facts continue to be in dispute.

Witnesses

Any party requiring an interpreter for the testimony of a witness shall indicate what arrangements such party has made for an interpreter.

Parties are reminded that they must strictly comply with the provisions of Rule 49 if they wish to lead expert testimony.

Striking from the roll

- 1. A matter may be struck from the roll if:
 - 1.1 heads of argument are not filed timeously as per practice direction 4;
 - 1.2 the file has not been indexed and paginated as per practice direction 9;
 - 1.3 any other directive specified in a relevant practice has not been complied with.

A suitable Court order may be made against a party in default of compliance which could include an order for costs de bonis propris.

Allocation of a case to a Judge for hearing

The President will allocate a case to a Judge for hearing once all relevant practice directives have been complied with, but may do so at any other time if he or she considers it advisable.

Referrals to the Land Claims Court by the Land Claims Commission in terms of Section 14 of the Restitution of Land Rights Act No 22 of 1994.

Competing Claims

- The Land Claims Commission shall, when filing and serving a referral
 report, simultaneously file at Court and serve on all interested parties
 a certificate stating either that there is no competing claim/s or that
 there is a competing claim/s.
- Should there be competing claims the certificate issued by the Land Claims Commission shall disclose the identity of the competing claimant and if possible indicate if the claim is for restoration or equitable redress.

Legal representation for Claimants

- 3. The Land Claims Commission shall, when filing and serving a referral report simultaneously file at Court and serve on all interested parties a certificate stating whether legal representation in terms of Section 29(4) of the Restitution of Land Rights Act No 22 of 1994 has been requested by any party, and if so, by whom. The certificate shall also indicate if legal representation has been provided.
- 4. The Land Claims Commission shall be responsible for the indexing and paginating the pleadings in referral cases.

YASMIN SHEHNAZ MEER
Acting Judge President: Land Claims Court
2012-06-11

Filing of a report by the relevant Municipality in eviction cases under the Extension of Security of Tenure Act No 62 of 1977 and under the Land Reform Labour Tenants Act No 3 of 1996

In eviction cases under the Extension of Security of Tenure Act No 62 of 1977 and under the Land Reform Labour Tenants Act No 3 of 1996, the relevant municipality shall file a report on the availability of suitable alternative accommodation.

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2015-02-04

Service on the Land Claims Commission

In all matters in which the Land Claims Commission is a party, service shall be effected on the relevant regional office of the Commission as well as on the national office. Service shall also be effected upon the legal representative of the Land Claims Commission.

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2015-02-04

Appeals

The Acting Judge President of the Land Claims Court issued the following Practice Direction on 2 August 2016:

- 1. In accordance with Rule 71, any party that has appealed against a decision of a Magistrates' Court must prosecute such appeal in the Court in the same manner as a civil appeal from a Magistrate's Court to a High Court.
- 2. A party shall simultaneously when applying for a date for the hearing of an appeal, lodge with the registrar two copies of the record: Provided that where such an appeal is to be heard by more than two judges, the party shall, upon the request of the registrar, lodge a further copy of the record for each additional judge.
- 3. The record shall contain a correct and complete copy of the pleadings, evidence and all documents necessary for the hearing of the appeal, together with an index thereof, and the copies lodged with the registrar shall be certified as correct by the attorney or party lodging the same or the person who prepared the record. A practice note shall be affixed to the record. Such practice note shall clearly indicate which portions of the record if any, are regarded as irrelevant to the appeal and to which no reference will be made.
- 4. The party lodging the copies of the record shall not less than fifteen days prior to the date of the hearing of the appeal also furnish each of the other parties with two copies thereof, certified as aforesaid.

- 5. Not less than fifteen days before the appeal is heard the appellant shall deliver one copy of a concise and succinct statement of the main points (without elaboration), which he intends to argue on appeal, as well as a list of the authorities to be tendered in support of each point, and not less than ten days before the appeal is heard the respondent shall deliver a similar statement. Three additional copies shall be lodged with the registrar in each case.
- 6. Notwithstanding the provisions of this practice direction, the Judge President may, in consultation with the parties concerned, direct that a contemplated appeal be dealt with as an urgent matter and order that it be disposed of, and the appeal be prosecuted, at such time and in such manner as seems meet.

YASMIN SHEHNAZ MEER

Acting Judge President: Land Claims Court

2016-08-17

Promotion of Gender Equality

The following Practice Direction is introduced to emphasise that factors which promote gender equality can be incorporated under Section 33 of the Restitution of Land Rights Act No 22 of 1994.

In considering and applying the factors to be taken into account by the Court under section 33 of the Restitution of Land Rights Act no 22 of 1994, the court may in the interest of promoting Gender Equality:

- Direct any person, official, institution, entity or organ of state including a constitutional institution to make relevant gender specific submissions to the Court. This may be done in the interests of promoting gender equality;
- Require any person, official or entity to provide the Court with regular progress reports regarding the implementation of the Court's orders, especially in instances where land has been allocated to rural woman;
- 3. Direct that specific steps be taken by the Department of Rural Development and Land Reform, as well as the Commission on Restitution of Land Rights, to ensure that women before the Court, who are beneficiaries of any land in terms of an order, will receive delivery of such property, and be assisted to use the land productively, profitably and sustainably;
- 4. Specify that both men and women must enjoy the right of ownership, productivity of the land, patrimonial benefits and identify deriving from ownership of the land;
- Order that both men and women must enjoy the right of ownership, productivity of the land and patrimonial benefits deriving from ownership of the land;

- 6. Specify that a 50/50 gender representation will be required in respect of governance structure post settlement of any claim;
- 7. Require that resources allocated at post settlement development must be shared equally and equitably between men and women.

YASMIN SHEHNAZ MEER

Acting Judge President: land Claims Court

2016-08-19