



WEST RAND HERITAGE CONSULTANTS

Our Ref: sf/WRHC business plan

January 2016

PO Box 5321
KRUGERSDORP
WEST, 1742

COMPANY PROFILE

West Rand Heritage Consultants specialises in the promotion and preservation of heritage and the built environment in compliance to the requirements of the National Heritage Resources Act (No 25 of 1999);

Members:
Dr Janet du Plooy
Executive Manager
Cell: 082 334 7913
Fax: 086 632 9455

Mrs Elna Clark
Office Manager
Cell: 079 504 1347
Fax: 086 632 9401

1. Overview

West Rand Heritage Consultants is a privately owned business with two active members, namely Dr Janet du Plooy (Executive Manager) and Mrs Elna Clark (Office Manager). Dr Janet du Plooy has more than 30 years heritage conservation experience, which render her capable of performing such acts as required by the majority companies in the heritage environment. Mrs Elna Clark has more than 25 years experience in office administration and management, which render her capable of performing such acts.

The **main business** of West Rand Heritage Consultants is heritage resource management and the rendering of office services to all businesses.

Heritage resource management is a specialised field that needs expertise and knowledge in research and the conservation of heritage resources. The management of heritage resources is controlled by the National Heritage Resources Act (No 25 of 1999) Section 34(1) and Section 38 of the Act especially have relevance to the services rendered by West Rand Heritage Consultants. Section 34(1) determine that *"no person may alter or demolish any structure or part of a structure which is older than 60 years without a permit issued by the relevant provincial heritage resources authority."* Changes to the nature, appearance of physical nature of places as a result of development of whatever nature are controlled under Section 38 of the Act. Management in relation to heritage resources includes the conservation, preservation and improvement of a protected place in terms of the Act.

A vast number of structures older than 60 years exist in South Arica, which is the business's target area for service delivery. West Rand Heritage Consultants managed also projects in the North West Province, the Free State and Mpumalanga. The public in general do not have the knowledge and expertise to complete the required permit application in compliance to the Act and its regulations, as well as for the compilation of a heritage impact assessment as required under Section 38 of the Act. West Rand Heritage Consultants is the only consulting business on the West Rand with knowledge and expertise in the handling of permit applications, compilation of heritage impact assessments and the management of heritage resources.

Secondary services rendered by West Rand Heritage Consultants include:

- Research
 - Historical and cultural.
 - Heritage resources.

2. Business Name and Legal Status

Dr Janet du Plooy and Mrs Elna Clark, trading under the name **WEST RAND HERITAGE CONSULTANTS** on a 50/50 basis, privately own the business. West Rand Heritage Consultants is registered as a closed corporation, and for Value added Tax (VAT)

VAT Registration:
4420235949

CC 2004/055823/23

Administration Office
24 Moorcroft Avenue
KRUGERSDORP
WEST, 1739

"Your heritage our concern"

Heritage Resource Management and Research; Heritage Impact Assessment; Section 34(1) Permit Applications

The business used as logo a Cape-Dutch gable on top of a square base with the acronym WRHC. The gable symbolises the business's involvement in heritage resource management. The base represents the professionalism of its services.

3. Location of West Rand Heritage Consultants

The administration office for West Rand Heritage Consultants is at 24 Moorcroft Street, West Krugersdorp. The owners of West Rand Heritage Consultants (Dr Janet du Plooy and Mrs Elna Clark) currently execute all the office and administration tasks. They however employ additional staff in a part time or full time capacity as well as fieldworkers from time to time when necessary.

4. Business Opportunities

Although the National Heritage Resources Act (No 25 of 1999) was promulgated in 1998, the majority of the public still claims that they are unaware of the fact that a permit issued by the Provincial Heritage Resources Authority is required before a structure older than 60 years can be demolished, altered, renovated or added on to. Compliance to the Act by town planners and developers in the submission of heritage impact studies prior to development exceeding 5 000m² in extent lacks also. Municipalities fail dismally in managing the heritage resources under their jurisdiction. West Rand Heritage Consultants fill the gap in promoting the preservation of the national estate and assist the public in their applications for permits or heritage impact assessments.

The specialised nature of the permit applications warrants professional knowledge and assistance, which West Rand Heritage Consultants can provide to its clients. The number of structures older than 60 years on the West Rand and the need for maintenance, renovations, alterations and demolitions provide a source of work that is yet untapped and under developed.

5. Vision, Mission and Values

The **vision** of West Rand Heritage Consultants is to build a profitable business that offers a sound working, living and business environment with a sustainable income to all its dependants.

The **mission** of West Rand Heritage Consultants is to promote the preservation of heritage and the built environment in compliance to the requirements of the National Heritage Resources Act (No 25 of 1999);

The value **system** of West Rand Heritage Consultants for service delivery supports:

<u>Core Values</u>	<u>People Values</u>
Integrity	Discipline
Accountability	Honesty
Commitment	Responsibility
Respect	Compassion
Equity	Empowerment



<u>Relationship</u>	<u>Service</u>
Transparency	Prompt
Teamwork	Efficient
Trust	Quality
Customer	Affordable
Satisfaction	Sustainable
Professionalism	Redress
	Accessibility
	Customer focus

6. Business History

West Rand Heritage Consultants started to trade from home under the initiative of Dr Janet du Plooy in 2002. The result was that the heritage resource management services were fairly established when Mrs Elna Clark joined her in the expanding of the scope of the business in 2005. An official office in support of professional service delivery was at the same time established and occupied at 24 Moorcroft Street, West Krugersdorp. West Rand Heritage Consultants was nominated as Business Achiever by the West Rand Chamber of Commerce and Tourism in 2015, where they were one of ten finalists in the category for Small and Entrepreneurial businesses.

West Rand Heritage Consultants successfully tabled **heritage impact assessments** at the Provincial Heritage Resources Authority. Some are listed below:

- The rehabilitation and development of the **Langlaagte Deep Mining Village**
- The development of **The Gables Office Estate at Weltevreden Park**, including the restoration and declaration of the Weltevreden farmhouse as a heritage resource of local significance.
- **Conservation Management Plan** for Weltevreden farmhouse at the Gable Office Estate.
- **Exhumation and Re-internment** of the Grave of Susara C du Toit situated on Erf 4831, Weltevreden Park Ext 92
- **The Dadoo Block** (Indian Shops – Central Krugersdorp).
- **Rossmore** (six erven for redevelopment of high density student accommodation).
- **University of Pretoria Campus Houses** (demolition and redevelopment of site).
- **Nelson Mandela Children’s Hospital** (New hospital on Wits Campus in Parktown, Johannesburg). (2014)
- **Jeppe Street Post Office (Johannesburg)** (Rehabilitation and interior alterations).
- **Milpark Hospital – Sans Souci Hotel (Johannesburg)** (New parking garage). (2014)
- **Ghost House Property Development** (Rosebank, Johannesburg) (2015)
- **Keyes Precinct Development** (Rosebank, Johannesburg) (2015)
- **New Future Africa Campus** (University of Pretoria) (2015)
- **Portion 57 of the farm Waterval 112 IQ** (Bergbron, Johannesburg) (2015)
- **Salvation Army Retirement Village, Linden** (Stands 369-374 Linden) (2015)
- **Houghton Estate Stands 80-83 (15 St John’s Road)** – Alterations (2015)

West Rand Heritage Consultants was contracted to compile the following **heritage scoping reports, inter alia**:

- Heritage Scoping Report of the farm Witpoortjie 245 IQ for the development of a new cemetery (2006);



- Heritage Scoping Report for the development of a pipeline, Pennyville, Soweto (2008);
- Heritage Scoping Report for the upgrading of the Pennyville Power Station (2008);
- Heritage Scoping Report of the area known as Millsite, Krugersdorp for township development (2008);
- Heritage Scoping Report of the Ekurhuleni Civic Precinct (Germiston) (2008); and
- Heritage Scoping Report of the Illovo North Precinct development (2011)
- Heritage Scoping Report Erf 2285 Houghton Estate (Redevelopment). (2012)
- Heritage Scoping Report: Erf 69 & 70 Industria (New fabric –building). (2012)
- **Wilgeheuwel X43 Development** (Renico Construction) (2014)
- **Portion 499 Boschkop 199 IQ Randpark Ridge X139 (proper)** (Renico Construction) (2014)
- **Randpark Ridge X126 development** (Renico Construction) (2014)
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West Rand Heritage Consultants tabled various **permit applications** (Section 34(1) at the Provincial Heritage Resources Authority, inter alia).

Gauteng:

2009

- **Erf 4937, Braamfontein** - Filichron Investments (Pty) Ltd
- **Erf 76, Dunkeld West** - Busha - Artisan Projects
- **Erf 197, Parktown** - Craftsbury Investments - Breda Lombard
- **Erf 257-8, Westcliff** - Mangera & Associates
- **Erf 3096 - Pretoria Central, Van Riebeeck Medical Centre** - Beyers Slabbert
- **Water Feature - Pretorius Park Krugersdorp** – Acucap Investment Pty Ltd

2010

- **Erf 554, Parktown North** - Albert Olivier - Breda Lombard
- **Portion116, Saxonworld - Braamfontein 53 IQ**, - Shelf Investment 129 cc - Breda Lombard
- **Erf 44, Parktown** - Eugene Properties (Pty) Ltd - Andrew Bradford
- **Erf 56 New Doornfontein** - Doornprop Investments - Charles Orbach (in process)
- **Erf 83 Linksfield Ridge** - Clive Zulberg (in process)
- **Ervern 414-415 Parkwood** - Ganik Parks Properties (Pty) Ltd - Louise Niemand - (in process)

2011

- **Erf 11, Parktown, Johannesburg** – Phoenix Place – Life Healthcare Brenthurst Clinic
- **Statement of Significance:** Krugersdorp Prison
- **Erf 260, Westdene** – NJR Steel Westdene
- **Development of a Heritage Strategy** – Mogale City Local Municipality
- **University of Pretoria:** New study centre at Engineering 1-building
- **University of Pretoria:** Upgrading of Botany Building
- **University of Pretoria:** Additions to Mathematics Building
- **University of Pretoria:** Additions to Engineering 2-building and Heavy Metal Laboratories



2012

- **Block House Substation Dunnottar** – Removal of redundant equipment.
- **Erf 1370 West Krugersdorp** – Demolition and redevelopment
- **Portion 116 of the farm Braamfontein 53IQ** – Renewal of permit.

2013

- **Restoration of Clarendon Court** (Arcadia Pretoria)
- **Restoration of Olivanna Mansions** (Krugersdorp)
- **3 Park Lane, Parktown** (Johannesburg)
- **Erf 69 & 70 Industria** Johannesburg)
- **Erf 256 Emmerentia** Johannesburg)
- **Alterations and Additions to Stand 1065 Westdene** Johannesburg)
- **Portion 700 of the Farm Braamfontein 53 IR, Netcare Barnard House** (Milpark Hospital)

2014

- **Demolition and re-development Stand 85 Selby** Johannesburg
- **Demolition & redevelopment Cons Stand 265, 18 Tottenham Ave, Melrose Estate,** (Johannesburg)
- **Stand 265 RE Westdene** (Johannesburg)
- **UP Pre-school Houses Cons Erf 589 Hatfield,** (Pretoria)
- **Renovations to Erf 117 Greenside,** (Johannesburg)
- **UP South Street Extension Hatfield** (Pretoria)
- **Shangri-La, Erf 561 Arcadia,** (Pretoria)
- **Jacob Mare, Erf 2/784** (Pretoria)

2015

- **Harrie's Pancake House, Erf 469 Cullinan**
- **Statement of Significance** Erf 377 New Redruth Alberton
- **Hatfield Erf R/4 Statement of significance**
- **Additions** Erf 15 Parkwood - Jan Celliers Primary School Cultural Centre (Johannesburg)
- **Total demolition Stand 89 & 91 Graighall Park** (Johannesburg)
- **Statement of Significance** Hyde Park 680 & 681 (Johannesburg)
- **Hatfield Central - Old School** on Erf 711/1 – Restoration of school and new development (Pretoria)
- **Loftus Park** – New development and conservation of historical clubhouse (Pretoria)
- **Parktown North 336 - 18 3rd Ave,** Johannesburg – Demolition and redevelopment
- **Krugersdorp-North Portion 9 Stand 271 – Demolition and redevelopment**
- **Forest Town Substation – Stand 80-82 Forest Town** – Alterations and additions for adapted re-use

Mpumalanga

- **Erf 76 Witbank, UCKG** - Alchemy Architects
- **Erf 2415 Middelburg, Krugerdam** - NKP Group

North West

- **36 and 38 Rissik Street,** Potchefstroom.
- **Erf 820 Potchefstroom.**



Free State

Clarens Public School – Restoration original school and re-development

West Rand Heritage Consultants was **sub-contracted** by Ciber International in a project for the South African Heritage Resources Authority to **compile a database of stakeholders in the management of immovable heritage**. West Rand Heritage Consultants were involved in the compilation of the database for municipalities, museums, universities and provincial and government departments, as well as the drafting and circulation of a data-collecting questionnaire.

7. Membership

Dr Janet du Plooy privately owns West Rand Heritage Consultants in the capacity as Executive Manager and Mrs Elna Clark as Office Manager. Collectively they have more than 50 years experience in office administration and management, which render them capable in performing such acts as required by the majority of all businesses.

Dr Janet du Plooy – Executive Manager

Dr Janet du Plooy is a highly seasoned senior manager and possesses valuable expertise and insight in management of museums, heritage resources and non-governmental organisations. The scope of her professional record of accomplishment spans across several sectors and she has mastered a portfolio of high-level leadership and management competencies, which includes the development of procedures, processes and policies. She commanded expertise and practical experience in leading and the management of projects. Her museological expertise included the whole spectrum of museum work (collection management, research, documentation, conservation, educational programs, and etcetera). She has more than 30 years experience in the management of heritage resources (conservation of monuments, buildings, sites and objects and the handling of permit applications for the restoration of buildings and structures older than 60 years).

She is a dynamic, creative, diplomatic, innovative and an experienced leader to fulfil the entire spectrum and role responsibilities to meet specific demands in the current and future environments and have the ability to work with others in finding solutions and effectiveness in leading change. She excels in problem solving and the carrying out of plans. From a team perspective this is a positive attribute in that ideas and plans are well done and completed.

She worked extensively with government institutions, the public sector and communities at large on an organisational or individual level for service enhancement and community development and sustained high energy levels, are self-driven and highly focused to maximize successful outcomes. She continually strives for excellence in all that she embarks on and is ready to take up and surpass performance expectations of any suitable assignment. She relishes the opportunity to serve with integrity and pride and excels in any new areas of core business to create maximum benefit to institutional goals.

Dr Janet du Plooy was appointed by the relevant MEC as Councillor to the Gauteng Provincial Heritage Resources Authority in May 2006 for a period of three years. She serves currently on the Mogale City Council for Geographical Names and was a finalist in the West Rand Chamber of Business and Tourism Woman Business Achiever in 2015, for which she received a silver acknowledgement.

Mrs Elna Clark – Office Manager

Mrs Elna Clark is an experienced secretary and office manager with valuable expertise in all spheres of office management, administration, personal assistance and receptionist,



office administration, record keeping and database management in the local government sphere.

The scope of her professional services includes:

- Typing and computer literacy in word processing, spreadsheets, presentations, data capturing, graphic designs with specific reference to the fields of civil and electrical engineering, town planning and building divisions.
- Record keeping and filing, which includes the design and implementing of record systems.
- Database management: The design and development of a database and capturing of data.
- Basic bookkeeping on Pastel up to trial balance.
- Dictaphone transcripts.

As receptionist/personal assistant to senior management, she gained experience and have expertise in the management of messages, mail and diaries.

She worked extensively on local government level with government institutions and the public at large and has the ability to work with people in finding solutions, solving problems and the assertiveness required to ensure positive outcomes.

She is creative, self-driven, innovative and an experienced leader that relishes in the opportunity to serve.

All the office and administration tasks are currently executed by the owners/members themselves. The employment of staff in a part time or full time capacity in the future cannot be ruled out, as well as the appointment of fieldworkers from time to time. West Rand Heritage Consultants also make use of the services of specialists, especially in the rendering of heritage resource management services.

Mrs Elna Clark attended several computer workshops and seminars in order to be knowledgeable and updated in recent technology and programs.

8. CLOSURE

West Rand Heritage Consultants is a well-established business that enjoys a reputation of quality, integrity and service delivery. West Rand Heritage Consultants operate in a socially responsible manner, creating a work environment for its members in combating unemployment and sustaining themselves. Through the provision of the above services, West Rand Heritage Consultants is able to provide cost effective and world class specialised services in heritage resource management.

You are welcome to contact the undersigned if further information is needed or if you need a quotation.

Kind regards,

Dr Janet du Plooy
EXECUTIVE MANAGER

Mrs Elna Clark,
OFFICE MANAGER

