

LIONS CLUB OF WHAKATANE

TE UREWERA EDUCATION CENTRE (THE LIONS HUT) **PRIVATE FORM**

ABOUT THE LIONS HUT

Te Urewera Education Centre popularly known as the "Lions Hut" was opened 26th June 1966 by The Whakatane Lions Club. In 2002 a large extension and upgrading of the facilities was complete which included the addition of a class room and teacher's room. Since then further up grading has been completed with the installation of a solar power system giving electric lighting to supplant the candles and lanterns which were a serious fire safety hazard, extensions of the water supply and reticulation and improvements to the showers and toilets.

Over the years the Whakatane lions have maintained and developed The Lions Hut and now, has a total floor area of 3117 square feet and can accommodate 40 people at any one time. The Lions Hut is sited at Ngautuoha in the Waimana valley within the northern part of Te Urewera National Park held under occupation licence granted by The Department of Conservation for 20 years from 1 July 1994.

The Lions Hut is principally used as an education facility to provide healthy recreation for those who are interested and especially for young people and to afford them the opportunity to learn all aspects of bush craft, map and compass readings, safe use of firearms, natural history, cultural appreciation and environmental education.

The hut is used by groups such as NZ Mountain Safety, Scouts, Church Groups, Schools and other youth groups. The camp also serves as a search and rescue base when the need arises. The Lions Hut has 2 bunk rooms, dining room with table and chairs, educational area for studies, showers that run off a marshal heater (runs off firewood), flushable toilets, solar power for lighting and pumps, wood fire, gas oven, large workable kitchen area and outdoor BBQ area.

The Lions Hut is surrounded by bush with many walking tracks near by including Ngautuoha Nature Trail, Te Waiiti Stream via Te Pona a Pita Track, Ogilvies Ridge Loop Track, Otamatuna and Tawai Ridge (Grannies) tracks, "The Wall" Track. For more information on these please contact the Department of Conservation.

The road that passes the lions hut goes to farming land, patches of private land, Ngautuoha Pa Site and 8 Acres camp ground. Across the stream was a Tuhoie retreat site. The Ngautuoha Stream runs into the Waimana River which rejoins the Whakatane River at Taneatua.

TE UREWERA NATIONAL PARK

Te Urewera contains the largest forested wilderness remaining in the North Island. It is famous for its lakes, beautiful forests, and has great cultural and historic significance.

There are a number of tracks within the valley, and information on these, is available from the Department of Conservation Area Offices of Gisborne and Opotiki.

Because of the threat to ground-dwelling birds only registered, avian aversion certified hunting dogs, guide dogs and dogs used for special services are permitted in Te Urewera National Park. **All other dogs are prohibited. NO DOGS IN OR AROUND LODGE OR INSIDE FENCED AREA**

Ensure you leave no trace of your visit with minimal disturbance to vegetation and water courses.

GUIDE TO BOOKING THE HUT

1. Check availability of preferred dates contact details on Pg 2
2. To confirm booking you must pay a non-refundable booking fee of \$50, return the booking form, and signed fire evacuation notice (Pg 3) within 10 days of arranging booking.
3. Once received, receipt and confirmation will be sent to you at address provided.
4. Take to the Lions Hut, Evacuation Scheme (Page 4) and Conditions/ Final Payment form (Pg 5)
5. Pick up key, locations on Pg2.
6. Before leaving the Hut, group Leader to tick off check list (Pg 5).
7. Return Key promptly to place of collection, so is available for next group.
8. Post completed checklist, final payment form and payment within 7 days of leaving the hut. (Pg 5)

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YOU MUST PROVIDE:

- Your own cutlery, plates, mugs. (At present enough available)
- Drinking water to last at least 1 Day
- Paper rubbish bags, toilet paper, cleaning product (mops/brooms etc provided)
- First aid equipment.
- Firewood at least ½ wheelbarrow load a day (for hot water & heating)
- Gas/battery lighting (lodge has solar lighting only)

CONTACT DETAILS:

BOOKINGS

Contact: Toni van der Werff
Home Ph: (07) 3085921
Email: lionshut@xtra.co.nz
Post: PO Box 2036, Whakatane
Website: www.lionshut.org.nz

PROBLEMS/EMERGENCY

Dave Haddock	073088172
Graeme Watt	073079223
Herb Edward	073080523

CHARGES:

In addition to the Booking fee:
PRIVATE

- | | |
|---------------|---------------------------|
| - Adults | \$10 per person per night |
| - Under 16yrs | \$5 per person per night |

Whakatane Lions are a non-profit community group all income from the Lions Hut goes towards the upkeep, so young and old can continue to benefit from the Lions Hut for years to come.

KEYS:

Available on presentation of booking receipt from:

- Do Drop In Dairy, Taneatua
- Caltex, Commerce Street, Whakatane
- Department of Conservation, Cnr Elliot & St John St, Opotiki

DEPARTURES:

Monday – Friday	no later than 1 p.m.
Saturday & Sunday	no later than 4 p.m.

PLEASE SEE PAGE 4 FOR CONDITIONS

SECURITY NOTICE:

Unfortunately the Lions Hut has been entered illegally and equipment stolen on several occasions lately. On investigation it has been discovered that the illegal entry has been made through windows not being fully secured by the previous occupants.

We ask that the group leader double check that all doors and windows are securely locked prior to departure. The last user may be held responsible for any losses due to non observance of this, as we have to rely on your efforts to lockup the building. We are sorry to impose further requirements on hut users but these are common sense ones and necessary to ensure that our insurance is not compromised.

LIONS CLUB OF WHAKATANE

TE UREWERA EDUCATION CENTRE (THE LIONS HUT) **PRIVATE FORM**

**TO BE FILLED IN AND RETURNED WITH BOOKING FEE
WITHIN 10 DAYS OF ARRANGING BOOKING**

*SEND TO: Te Urewera Education Centre Inc
PO Box 2036, Whakatane*

FIRE EVACUATION NOTICE

Important! Please Read

The following is required for compliance with The Fire Safety and Evacuation of Buildings Regulations 1992. The applicant is required to read the attached "Evacuation Scheme" carefully and sign the bottom of this document, acknowledging acceptance of the requirements as a condition of occupation of the Te Urewera Education Centre. This is to be returned with the Booking Confirmation Request. We cannot accept a booking if this form is not returned.

I/We have read the attached Evacuation Scheme for the Te Urewera Education Centre and we accept the conditions and will comply with the requirements of the Evacuation Scheme.
The warden will be

.....

Signed: Position:

Date:...../...../.....

BOOKING CONFIRMATION REQUEST

NAME OF GROUP: _____	OCCUPANCY DATES:
GROUP LEADER: _____	FROM (in): _____
POSTAL ADDRESS: _____ _____ _____	TO (out): _____
	NO. OF NIGHTS <input type="checkbox"/> Please indicate
PHONE: _____	EST. NO. OF PEOPLE <input type="checkbox"/> Please indicate
FAX: _____	
EMAIL: _____	CHEQUE ENCLOSED <input type="checkbox"/> \$50 booking fee

EVACUATION SCHEME

2388 MATAHI VALLEY ROAD UREWERA NATIONAL PARK

1. The evacuation scheme applies to all individuals and groups occupying the lodge building at all times.

2. Building Wardens are to be appointed.
 - a. The Building Warden's duties are to appoint deputy wardens for each bunk room and sleeping area and instruct them in their duties. The Wardens will be identified by a sash to be worn at training and emergencies. These are stored in the emergency equipment cupboard in the dining area.
 - b. To become familiar with all exits and equipment supplied and to hold a draft evacuation at the beginning of the period of occupation.
 - c. In the case of a fire to ensure that the evacuation of all persons is complete and that all are assembled at the designated point and accounted for.
 - d. If safe to do so attempt to put out the fire. The Hose reel is situated on the wall beside the kitchen and dining room and fire extinguishers are in the dining room.
 - e. Advise NZ Fire Service. There is no phone or cell phone service available on site. It will be necessary to travel to the edge of the park or locate a dwelling with telephone facilities.

2. Note that the Assembly point is across Matahi Valley Road opposite the Lodge and is signposted.

3. Exits are all marked and are to be kept clear of obstacles at all times. The side ramp is available for disability access.

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TE UREWERA EDUCATION CENTRE (THE LIONS HUT) PRIVATE FORM

**TO BE FILLED IN AND RETURNED WITH FINAL PAYMENT
WITHIN 7 DAYS OF LEAVING THE HUT**

SEND TO: Te Urewera Education Centre Inc
PO Box 2036, Whakatane

1. Boil all drinking water (Take enough water to drink for at least 1 day)
2. Conserve water by not over-flushing toilets or leaving taps and showers running longer than necessary (3min showers will cater for 30 people).
3. Check where fire fighting appliances are.

4. Because of fire risk candles are not permitted at the Centre

GROUP LEADERS CHECK LIST (before departure)

- | | |
|--|---|
| <ul style="list-style-type: none"> 1. All gear removed. <input type="checkbox"/> 2. Showers and tubs are cleaned. <input type="checkbox"/> 3. Toilet bowls & hand basins are cleaned. <input type="checkbox"/> 4. All floors swept and mopped. <input type="checkbox"/> 5. Fireplaces are cleaned out. <input type="checkbox"/> 6. Ashes from fireplaces to be emptied into special "ash only" container outside. <input type="checkbox"/> 7. Any deficiencies noted below.* <input type="checkbox"/> | <ul style="list-style-type: none"> 8. Barbecue cleaned. <input type="checkbox"/> 9. Mops hung to dry in tubs. <input type="checkbox"/> 10. Tables and chairs stacked. <input type="checkbox"/> 11. All rubbish and food removed from inside <input type="checkbox"/> 12. All rubbish cleared from outside the hut. <input type="checkbox"/> 13. Ensure you <u>take any surplus food</u> with you and <u>all rubbish is disposed of outside the park.</u> <input type="checkbox"/> |
|--|---|

Comments & Suggestions:* _____

**CHECK THAT ALL DOORS AND WINDOWS ARE LOCKED
KEYS TO BE RETURNED PROMPTLY TO POINT OF COLLECTION**

FINAL PAYMENT

NAME OF GROUP: _____ PHONE: _____

GROUP LEADER: _____ FAX: _____

OCCUPANCY DATES: FROM (in): _____ TO (out): _____

NIGHT 1	NO. OF ADULTS	<input type="text"/>	x	\$10	=	\$ _____		NO. OF CHILDREN	<input type="text"/>	x	\$5	=	\$ _____
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NIGHT 2	NO. OF ADULTS	<input type="text"/>	x	\$10	=	\$ _____		NO. OF CHILDREN	<input type="text"/>	x	\$5	=	\$ _____
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NIGHT 3	NO. OF ADULTS	<input type="text"/>	x	\$10	=	\$ _____		NO. OF CHILDREN	<input type="text"/>	x	\$5	=	\$ _____
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NIGHT 4	NO. OF ADULTS	<input type="text"/>	x	\$10	=	\$ _____		NO. OF CHILDREN	<input type="text"/>	x	\$5	=	\$ _____
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TOTAL	\$ _____	=	\$ _____	+	\$ _____
	Payment Attached				

If you stay any more nights than 4. Please list other nights on back of form in same format.