



MOTUTAPU
outdoor education camp

Motutapu Outdoor Education Camp



Information Pack

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A Bit About Us

The Motutapu Outdoor Education Camp (MOEC) is located at Administration Bay on the northern shores of Motutapu Island. It encompasses 5 hectares of grounds within the boundaries of camp yet guests have the luxury of exploring over 3800 hectares (over both Rangitoto and Motutapu Islands), of DoC managed land that is dotted with archaeological sites, the remains of the guns, tunnels and bunkers used during WWII, walking tracks, wildlife and the biggest Pohutakawa Forest in the world.

The MOEC facilities were originally constructed as an Artillery Camp in WWII, serving as barracks for the 6-inch battery personnel and as the overall headquarters and administrative centre for the island. Listed as an A1 Historical site, the buildings are still preserved in their original design; however upgrading and maintenance make it a more comfortable facility than that which our war veterans would have experienced.

Once the site was decommissioned by the Military it was handed over to be utilised by the youth of New Zealand and since 1966 the facilities have functioned as an Outdoor Education Camp. The Motutapu Outdoor Education Camp Trust (an IRD approved charitable trust) was formed in 1991 and is the current Concession/ Lease holder operating the camp. The island team, led by a Facility Manager and Board of Trustees based on the mainland, strives to ensure that all the guests, young and old leave MOEC with memories of a lifetime.

Whether you are a school group with intended learning objectives, a corporate looking to build your team's cohesiveness or a group of family or friends, we can cater to your needs to ensure that your stay here with us is unforgettable.

The Facilities

General;

☺ Power;

MOEC is powered by a combination of solar panels (the biggest off grid installation in NZ!) and a diesel generator. Although we currently operate the power supply for 24 hrs, this can change at short notice for a number of reasons. Please be prepared with torches! We also advise that should you bring any expensive electronic equipment, bring a surge protector as well to ensure that no damage occurs. MOEC will accept no responsibility for damage caused to personal equipment plugged into the Island power supply

We ask all our guests to ensure they turn off lights and conserve power where possible. As you could imagine power bills can get rather costly when you have to ship diesel over by barge every few months; every light bulb counts!

☺ Water;

The camps water supply is from 2 springs and a bore and although there is plenty of water in those reserves it is imperative we manage our water wisely. It can get very hot and dry on Motutapu, particularly during the summer months and with the numbers that we cater for each year we are conscious of the consequences should one or two groups exceed their quota.

We ask everyone to conserve water where possible to assist us in our effort to maintain an adequate water supply. This may mean limited shower times and turning taps off while brushing teeth etc.

☺ Cooking + Water Heating;

Most cooking and water heating facilities within camp utilise LPG. For this reason you may find that the stove or shower suddenly turns cold for no reason. Please notify a MOEC staff member and they will change over the gas supplies. PLEASE DO NOT DO THIS YOURSELF! Not only do LPG stock levels need to be accounted for at all times, but staff can identify if the gas running out is the reason for the appliance not working and are trained in the handling of LPG bottles.

Accommodation;

MOEC offers three different areas of accommodation depending on the size of the group. These are...

☺ Main Camp (184 beds);

This area comprises of dorm accommodation with polished wooden floors and a central walkway with beds down each side. Some of the dorms have separate rooms within them with a variety of different bed layouts (please ask for a layout plan if needed). A separate kitchen and dining hall with an outside wash up area and BBQ facilities is located at the top of camp. There is separate accommodation for the cooks (two bedrooms with separate bathroom and lounge area), and other areas such as the resource room (classroom style layout with access to sinks for arts and crafts), drying room, briefing/ first aid room, museum and gym are also available¹.

¹ Other groups using different areas of camp may also have access to common areas such as the museum, resource room, drying room etc. This will be negotiated and times booked for use with both groups. An indication of your needs prior to arrival will assist MOEC staff to ensure that these requests are met.

☺ Lodge (34 beds);

This is a self-contained beachfront house with 7 bedrooms containing 4-6 bunk style beds in each. The deck and BBQ area overlook the beach and hirers have use of the sit on top kayaks stored beneath the deck when they are not needed for instructional purposes (see terms and conditions in regards to this).

☺ Cottage (10 beds);

The old Commanding Officer quarters is now a self-contained beach side cottage with three bedrooms containing a total of 10 beds. The kitchen is fully stocked with utensils and the picnic table outside is an ideal place to eat the BBQ that has just been cooked while watching the sun set over the Hauraki Gulf.

Other Areas for Use;

There are a number of other areas and resources available for use at MOEC². These common areas can be utilised in a number of ways i.e. night activities, conferences, concerts, learning centre etc

☺ Gym;

Very similar to a high school gym but without the court markings or hoops at each end, this space is the largest room in camp. For all those aspiring rock climbers it does contain an indoor bouldering cave and has two small raised platforms that can be set up as stages. It is an ideal place for concerts, dances, presentations and wet weather activities.

☺ Resource Room;

A long classroom set up, it was once used as a lab and now contains our small library of books that have been collected over the years. The walls are covered by reference material and identification charts covering marine life, insects, birds and more.

Tables and benches are located in this area for your convenience this room even still has the sinks, making it an ideal location for arts and crafts.

This room can be utilised for anything from group or individual research, small lectures to team building games, the potential is enormous. Only your imagination can limit uses for this space.

☺ Museum/ AV Room;

Information ranging from the history to the environment of the two islands can be found within the MOEC museum. It is not only a learning centre but also an ideal space for holding small cosy workshops or wet weather activities.

An adjoining AV room with seating up to 30 is also available for use. Set up with a TV, DVD player and yes we still have a VHS; you can bring your own movies or watch some of ours.

☺ Drying Room;

Fitted with racks, this room backs onto the generator shed allowing the hot air from the radiator to be utilised as a means to dry all those wet and muddy cloths at the end of the day. With the reduced running hours for the generator (massive savings in diesel use) we are currently developing a stand-alone heating system to improve drying capacity. Watch this space!

² Hirers of the Main Camp may take first priority over the common areas (gym, museum drying room etc), however it is expected that there is a degree of cooperation and compromise between hiring groups to ensure that everyone is able to meet their needs and objectives during their stay at MOEC. In the case of more than one group needing a location, discussion and bookings will be sought upon arrival. An indication of your needs prior to arrival will assist MOEC staff to ensure that these requests are met.

☺ Basketball/ Volleyball Courts;

Located at the bottom of camp this area is a space that can be used by everyone. With two basketball hoops, volleyball net, soccer goals and all the line markings for each there is no limit to the games and fun to be had here.

☺ Grass Field;

Again another area that can be used for sports, team building activities and even outdoor lectures.

☺ Laundry;

There is a commercial washing machine and dryer on site. Each machine operates using 3 x \$1.00 coins and change can be issued by a MOEC staff member (this expense can also be added to your invoice should you find yourself short). Laundry powder is also available for sale at \$2.00 for a packet with two washes worth in each packet.

☺ Propagation Unit;

The facility is currently inactive and under review as the main potting area now houses the batteries that supply electricity to the whole Island. We hope that in the future we will be able to provide not only learning opportunities to our clients but also valuable assistance to the island planting plan in conjunction with Motutapu Restoration Trust & DOC. Enquiries welcome on participation in planting days or specific programs.

We have a number of white boards (however we have no spare pens so please bring your own!), a projector screen on a stand, pins, ice cream containers etc. Should you need any of these things please ask and we will find them and move them to the appropriate location prior to your arrival.

We welcome people with special needs and have the facilities, equipment and skills to deal with most requirements. However please let us know at the time of booking so that we may adequately prepare for this.

Anything else ask as you never know what we can find here!

For further terms and conditions refer to the "Hire Agreement."

The Activities

There is an inherent amount of risk involved in all outdoor activities. MOEC takes all reasonable steps to minimise these risks to people, the environment and the equipment through sound practice and policies. All participants on activities at MOEC must adhere to these policies at all times.

There are two different types of activities offered at MOEC.

1. Activities that can be led by an adult supervisor once trained by a MOEC staff member upon their arrival at camp
2. Activities that must be run and supervised by a specialist MOEC instructor

Should you wish to utilise any of the activities we have to offer please let us know at the time of booking. A programme can be individually designed by our experienced senior instructional team to suit your needs and budget.

The table below outlines the activities on offer...

Self-Supervised Activities	Instructor Lead Activities	Other Options
Activities that may be run by a competent and responsible adult leader	Activities that must be run by a MOEC instructor	Activities that can be run after sessions and in free time
Survivor Challenge Course	Flat Water Kayaking	Flying Fox
Flying Fox	Snorkelling	Duck Pond Activities
Raft Building	Sea Kayaking*	Bouldering on the Indoor Cave
Orienteering	High Ropes Course	Sports (indoors or outside) - Volleyball - Basketball - Soccer - Table Tennis - Uni-hoc - Cricket - Etc
Camping	Low Ropes Course	
Tramps/ Walks	Waka Ama* (6 person outrigger canoes)	
Confidence Course (Problem Solving/ Team Building Activities)	Archery	
Frisbee Golf	Windsurfing	
Environmental Studies; the following units have been written and are available from MOEC. Exemplars of worksheets etc can be requested upon booking. Or else you can design your own - Bird Studies - Clean up the Coast	Dinghy Sailing	
	Climbing	
	Abseiling	
	Motutapu Challenge	

* these activities are only suitable for ages 13 yrs+ due to the skills required to safely perform the activity

Should you be interested in utilising any Option B activities with MOEC based instructors please indicate this (including which activities you would like) at least 4 weeks prior to you stay as this will allow us prepare a programme and roster appropriate staff.

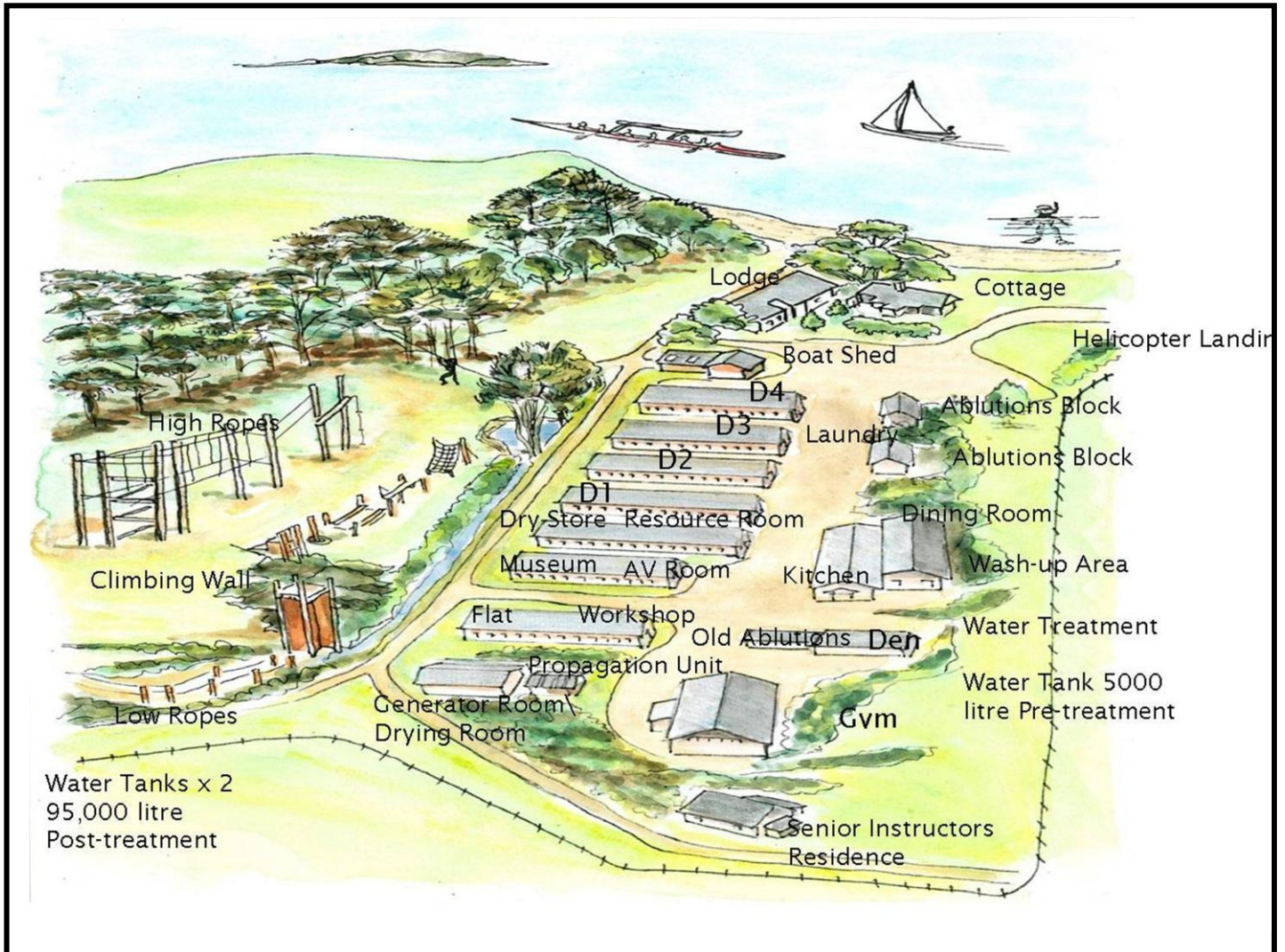
We welcome people with special needs and have the facilities, equipment and skills to deal with most requirements. However please let us know at the time of booking what these needs are so that we may adequately prepare for this.

We have a gear shed containing soccer balls, basketballs, volleyballs, cricket sets, uni-hoc and only the higher powers of this earth know what else! All you need to do is ask a MOEC staff member to sign your group out some equipment for the duration of your stay.

Anything else ask as you never know what we can find here!

For further terms and conditions refer to "Hire Agreement".

Layout of the Motutapu Outdoor Education Camp Complex



About Motutapu Island



General Information;

Motutapu, Maori for “sacred island” is an island in the Hauraki Gulf Marine Park, 30 minutes by fast ferry from downtown Auckland, New Zealand's largest city. It is a recreation reserve administered by the Department of Conservation

Motutapu adjoins Rangitoto Island and could be said to be a mirror into much of New Zealand's history, from its geological origins to human settlement (Maori and European) of the Island. The timeline of its past and the aspirations for the future of the area are entrenched in aspects of cultural, military, conservation and social significance.

There are four major organisations that operate on the island...

1. DoC (Department of Conservation); who are the caretakers of the island. They oversee and manage the islands resources for the people of New Zealand, including the public camp ground at Home Bay
2. Motutapu Outdoor Education Camp; A nationally recognised outdoor education centre catering to school, corporate and family groups. Providing for 10,000 – 12,000 visitors a year MOEC offers comprehensive experiential educational outdoor programmes catering to individual aims and objectives for people of all ages, cultures and abilities.
3. Motutapu Farms Ltd; A commercially operated farm utilising the fertile land and pasture of Motutapu Island. Ever since the island was first settled by the Maori it has been used in some form or another as a farm. The current farming operation ensures the land is looked after and minimises the deterioration of the 400+ archaeological sites on the island.
4. Motutapu Restoration Trust (MRT); MRT has been working to a comprehensive plan for restoration and interpretation of the Island's natural, cultural and historic values that is consistent with the Hauraki Gulf Conservation Management Strategy (CMS). They are a volunteer organisation that have a nursery on the island and hold planting days, with the aim to replant Motutapu with native flora and fauna. Over 450,000 trees from seed stock sourced on the Island have been planted over the last 14 years.

Motutapu Islands' natural landscape includes geology, which is Jurassic in origin. It has an ecological history, which has evolved since the Rangitoto eruption some 600 years ago. Its natural landscape reflects the impact of both Maori and early European occupation. It is the home of more than 400 significant Maori archaeological sites and is rich in Maori culture and heritage, as well as early European farming settlement overlapping with more recent military occupational history. In addition, a working pastoral farm, practising sustainable farming techniques, operates alongside DoC.

Thanks to Newmarket Rotary Club, recently a walkway has been constructed through the Home Bay valley, showcasing forest planted by the MRT volunteers as well as linking Home Bay to further tracks and other points of interest on the Island. Coastal tracks take you around numerous beaches and lookouts showcasing spectacular views of the whole of the Hauraki Gulf.

Motutapu is already a well-known destination for volunteer conservation groups, school groups, and a small number of campers in summer months. Being just a 30 minute ferry ride from Downtown Auckland, Motutapu has the potential to be a key outdoor experience destination for New Zealanders and tourists.

Historical Info;



Home Bay in the 1900's

Viewed from the mainland, Motutapu Island in Auckland's Hauraki Gulf looks like a quiet haven from the bustle of New Zealand's largest city, but it hasn't always been that way. During its varied past Motutapu has been intensively settled and cultivated by Maori, hosted Victorian picnic parties of over 10,000 people, and at times during World War II was a base for more than 1,000 military personnel

Sacred Island

According to tradition, Motutapu was named after a place in the Polynesian homeland of the New Zealand Maori. The island is said to have been settled by the Maori ancestor Taikehu, who arrived on the Tainui canoe. It later became known by his descendants as Te Motutapu a Taikehu, or 'the sacred island of Taikehu'. Motutapu remains a place of special significance to the Tainui tribal confederation, and in particular to Nga Tai.

Maori were living on Motutapu even before Rangitoto Island emerged from the sea some 600 years ago. The earliest settlement sites were blanketed with ash from the emerging volcano, and archaeologists have found the footprints of people and dogs preserved in solidified ash layers after Maori returned to Motutapu between eruptions.

The soils that formed on Motutapu from the ash showers were fertile and easily cultivated, attracting intensive Maori settlement. Today the landscape is dotted with sites of kainga (villages), pa (earthwork fortifications), kumara storage pits, former gardens, and midden's (food refuse deposits). More than 400 archaeological sites are recorded, and there are probably many more yet to be discovered.

Farm settlements



Home Bay 1900's

After centuries of Maori occupation, Motutapu passed into European ownership. Farming began on the island in 1840, and homesteads were established at Emu Bay and at Home Bay soon after. The settlers planted the tall Norfolk pines and other exotic trees which mark these farm settlement sites and stand as familiar landmarks on the skyline.

The last of the early farmhouses, a 1901 villa built at Home Bay for the Reid family, is preserved as a reminder of homesteads once seen on the shores of many Gulf islands.

Deer, wallabies, ostriches and other exotic animals were introduced to Motutapu as a visitor attraction by Robert Graham in the 1860s, and by the early 20th century the island had become a popular visitor destination. Home Bay was a favourite picnic spot. On one day in 1903, ten steamers ran 15 trips from Auckland, transporting as many as 14,000 people to the bay.

Military base

During World War II, Motutapu, Rangitoto and other Gulf islands were fortified to defend Auckland Harbour from seaborne attack.

Between 1936 and 1944, military camps and barracks, underground ammunition stores, observation posts, roads, and a causeway from Rangitoto were built at a cost of more than £500,000. The Motutapu defences included a battery of three 6 inch guns, and anti-aircraft, machine gun, radar, and searchlight installations.

The guns have since been removed, but many of the concrete emplacements and underground structures have been left as a reminder of the very real threat that New Zealand faced during the war. The military barracks at

Administration Bay have also been kept, and are now an Outdoor Education Camp, run for school students by the Motutapu Outdoor Education Trust.

Community restoration project

A major 50 year community project to restore Motutapu's cultural and natural landscape was launched in 1992, aiming to transform the island into a mosaic of protected archaeological and historic sites, replanted forest, restored wetland and pasture.

Schools and organisations in the community are "adopting" parts of the island to look after. Volunteers are helping to re-vegetate different areas of the island and although most historic heritage sites will be kept under grassland so that surface features continue to be visible and subsurface remains are not damaged by tree roots. Historic buildings and structures are also being maintained and restored.

The Motutapu Island Restoration Trust, formed in 1993, administers funding and organises volunteers for the restoration project. See the Trust's website for more information (www.motutapu.org.nz)

About Rangitoto Island

General Information;



Rangitoto Island is the largest, youngest and one of the least modified of about 50 volcanic cones and craters in the Auckland volcanic field. It erupted from the sea in a series of dramatic explosions around 600 years ago, and is now extinct. It dominates the local seascape and a visit there is like stepping into another world. The island is a public reserve managed by the Department of Conservation and is famed world-wide as a botanical gem.

Features

Rangitoto is Taonga (treasured) with many special places. National reserves like Rangitoto protect natural, historic and cultural heritage for all New Zealanders, and help safeguard the biodiversity of the planet.

The Tangata Whenua of Rangitoto has a spiritual, cultural and historical relationship with their taonga.

Rangitoto's name is derived from the phrase "Te Rangi i totongia a Tamatekapua" - the day the blood of Tamatekapua was shed. Tamatekapua was chief of the Arawa canoe which arrived about 1350 and was engaged in (and lost) a major battle with the Tainui at Islington Bay.

Day visitors are welcome, and can explore the island via a network of tracks and roads. Rangitoto is joined to Motutapu Island by a causeway.

Volcanic origins

The island emerged from the sea in a series of fiery volcanic explosions. Lava cooled and hardened into a cone which would have looked quite different from the scrub-covered cinder cone today rising 259 metres above the sea.

Further eruptions sent red hot lava flows down the sides of the volcano, forming the black basaltic rock which makes up 95 per cent of this roughly circular, island, five kilometres across. Ash from the eruptions engulfed neighbouring Motutapu Island and the Maori settlements there.

Bare lava fields, lava caves, pillars and tunnels and different types of lava flows are all obvious features of the island's volcanic landscape.

The summit can be reached in a two hour return walk from Rangitoto Wharf. A loop track around the crater rim gives fine views of the extinct crater and Hauraki Gulf.

Diverse history

Maori use of the island appears to have been limited compared with neighbouring Motutapu and Motukorea (Browns Island). Rangitoto was used by early Maori as a commanding lookout in times of war and as a parrot reserve, or rahui-kaka. There are ancient Maori burial caves on the island, the resting place for bones brought across from Motutapu Island.

The Crown purchased Rangitoto in 1854. It was designated a public domain in 1890 and became a popular destination for picnickers. During the 1920s and 1930s prisoners built hand-packed roads and trails, some of which are now used as walk-ways on the island. They also constructed the stone walls around the landings and a swimming pool.

Bach sites were leased by the then Devonport Borough to help pay for island developments. Some of these baches will be preserved as historic buildings. During World War II there were extensive defence installations on the island, including a fire command post on the summit.

Going Pest Free



Removing Pests from

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Auckland
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Kaka



Photo: Dick Veitch

Pohutukawa in flower



Photo: Terry Greene

Dotterel



Photo: Peter Reese

The Department of Conservation is carrying out an operation to remove the remaining animal pests – Norway rats, ship rats, mice, rabbits, stoats, feral cats and hedgehogs – from Rangitoto and Motutapu islands in the Hauraki Gulf.

The benefits

The project is an exciting development in the restoration of these inner Hauraki Gulf islands and builds on the successful eradication of possums and wallabies, the replanting of parts of Motutapu and efforts to control weeds on both islands.

Removing all animal pests from these islands will create a safe habitat (more than 3800 hectares over both islands) for native plants and animals.

- Threatened species such as kiwi, kaka, tuatara and mistletoe could be returned to the islands.
- Removing pests will relieve pressure on the islands' native bird populations such as the endangered NZ dotterel, kereru and white fronted tern.

Rangitoto's unique rata and pohutukawa forest will be able to grow undisturbed by rodents and rabbits.

Rangitoto and Motutapu will join the ranks of other popular pest-free islands such as Tiritiri Matangi, Motuora and Motuihe, making the Hauraki Gulf a treasure for all New Zealanders to enjoy.

Because the two islands are so close to the mainland, there will also be spin-off benefits for the biodiversity of the wider Auckland region as strong flying native birds disperse.

Is it possible?

This is the most complex island pest eradication DOC has ever attempted. Some of these pests have never been removed from such a large area or from such a rugged terrain as found on Rangitoto. We will know if we have been successful by _____

Preventing pests reinvading will also be a challenge. However, with DOC's experience of some 50 island pest eradications, it is believed to be possible. Support from those that use the islands is crucial to achieving this goal.



Department of
Conservation
Te Papa Atawhai

Ship rat in a fantail nest



Photo: David Mudge

How is it being done?

Rodents (Norway rats, ship rats and mice) on the islands have been targeted first with brodifacoum bait applied by helicopter. Rangitoto is too rugged for the whole island to be baited adequately from the ground. Experience has shown that the use of poison baits is the only way to remove rodents from large islands.

Other techniques, such as trapping, hunting, the use of dogs and localised use of other toxins are being used to get rid of the other animal pests.

Help keep the Hauraki Gulf pest-free for future generations to enjoy.

Check for stowaways – rats, mice, ants and soil/seeds

Stoat



Photo: DOC

Helicopter with bait bucket



Photo: P Tyree

Argentine ant



DAY VISITORS:

Before travelling to pest free islands in the Hauraki Gulf...

- Check your bag and other gear for rats, mice and insects.
- Check your shoes and gear for soil and seeds.
- Pack food and other items into a rodent proof (i.e. well-sealed) container or bag that can be zipped closed.

Camping?

Before leaving home ensure your tent and other camping gear is clean and pest-free.

- Report sightings of pests to **0800 DOC HOT** line or 0800 362 468

For more information see: www.treasureislands.co.nz

BOATIES and KAYAKERS:

Before travelling to pest free islands in the Hauraki Gulf...

- Check your boat or kayak, and gear for pests. Owners of large vessels should maintain rodent bait stations or traps on board.

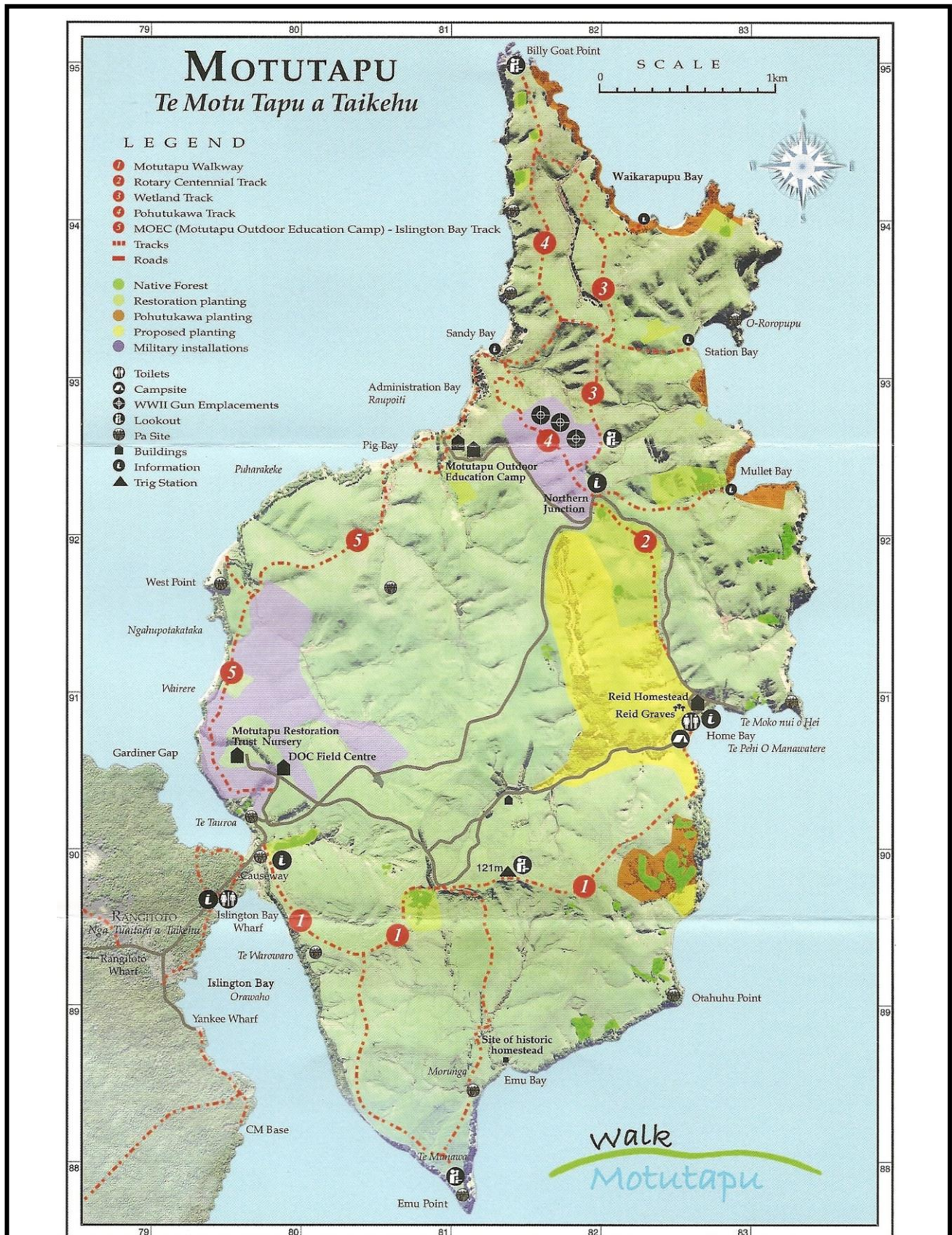
We realise it's a slim chance that you may have a stowaway with you, **but it is possible** – rats were found on two pest-free conservation islands in the Hauraki Gulf in 2009. The only way they could have got there was via a boat or in someone's gear. Your vigilance will help keep the Hauraki Gulf pest free.

- Contact the Auckland Area Office of the Department of Conservation (09) 445 9142

Please refer to the "Packing for Camp" section for bio-security check lists

Revised: 111006 DW

Map of Motutapu Walking Tracks



NOTE: TRACK TIMES ARE ONE WAY, ADD EXTRA TIME FOR FOOD AND DRINK STOPS AS WELL AS EXPLORING.

TOP LEFT: Pobutukawa near Billy Goat Point

BOTTOM LEFT: A 3D digital reconstruction of the MK 21 6 inch gun

Contacting Us



How to Contact Us

All Enquiries or Bookings:

The Facility Manager; Duncan Watson
Ph/Fax; (09) 849 5656
Email: inquiry@motutapucamp.org.nz
Web: www.motutapucamp.org.nz

On the Island

Island Office ph/fax: (09) 372-8530

Senior Instructor: (09) 372 8530 Office or (09) 372 3145 res
(Gavin Bensemann) seniorinstructor@motutapucamp.org.nz

Operations and Education Leader: (09) 372 8530 Office or (09) 372 7623 res
(Bronwen Lehmann) operations@motutapucamp.org.nz

The Maintenance CoOrdinator: (09) 372 8530 Office or (09) 372-7679 res
(Jason Carr)

Main Camp Kitchen: (09) 372-7632

Lodge Guest Phone: (09) 372-6760

How to Make a Booking

Bookings can be made by: Email: inquiry@motutapucamp.org.nz
Ph/Fax: (09) 849 5656

Confirmation of your booking is required by returning the booking form to:

Snail Mail: Motutapu Outdoor Education Camp Trust
PO Box 44 009
Point Chevalier
Auckland 1246

Or Fax: (09) 849 5656

All bookings require a deposit cheque as stated on the booking form, no later than 14 days after making the booking. Future bookings are not confirmed until payment for outstanding invoices are received. Failure to do so may result in the loss of your booking.

Please see terms and conditions in "Hire Agreement" for more details

Logistics of Camp



Getting Here (Transport to and from the Island)

Ferry companies offer charter services departing from most major wharves in the Auckland area.

You can choose to land at Rangitoto Wharf, Islington Bay Wharf or Home Bay Wharf
Most Ferry companies offer substantial fare reductions for large groups.

Islington Bay ONLY: MOEC staff will meet your ferry and transport luggage and food via truck to the camp. Passengers may be carried if required and room is available. WE STRONGLY RECOMMEND THIS OPTION

Rangitoto Wharf: Van only (seats 8 including driver) + luggage trailer has road access due to protected low hanging trees.

Home Bay Wharf: Van only (8 seats including driver) + luggage trailer access only due to over-hanging trees and road conditions. Please note you may also have to carry all luggage 800 m down a track if the road to the wharf if it is in an unsuitable condition to drive down. We highly recommend using either of the other two options!

The walk into camp from Islington Bay takes approx. 60 minutes. Groups may choose to walk in via the or via the farm road or coastal track (takes an extra 15min),.

The walk into camp direct from Rangitoto Wharf (direct) takes approx. 3 hours.

For the summit walk, allow 4 – 5 hours.

Please note Motutapu Island is a working farm with both sheep and cattle stock. Please ensure that gates remain as they are found (leave open if open and close if found shut).

Cattle are curious by nature and may follow you and your group, do not be alarmed. Be sensible and do not position yourselves between a mother and calf and stay as a group.

Bulls are occasionally released during mating season however again they are peaceful if left alone. We will endeavour to inform all groups should bulls be in any of the fields that are on the way into camp.

Ferry Company Phone Numbers:

These are some recommended ferry services...

Fullers Ferries	09 367-9121
360 Discovery	09 307 8005
Sealink Travel Group (vehicle & people)	09 534-5663
Felicitare Charters (up to 30 people)	09 418-2921
Red Boats (Abalone Cruises)	09 579-9574
Belaire Marine (up to 30 people)	09 416 6344 021 979 670
Riverhead Ferry	021 138 1702 021 171 1346
Auckland Water Taxis (up to 16 people)	0800 890 007 021 626 030

When booking your ferry:

- State group maximum size
- State your luggage requirements
- Ask for a group discount and ask for options for departure wharf
- State which wharf you wish to arrive at (Rangitoto, Islington Bay or Home Bay)
- Ask what time you must meet to depart
- Ask what time you will arrive
- Ask if there are any extra charges (i.e. Wharf charges)
- Ask for method of payment



Catering

MOEC does not offer an in house catering service. You may either cater yourself or hire in a company to take care of it for you.

The following companies are familiar with our site and we can recommend...

Tenfold Caterers:

Contact: Selwyn
Phone: (09) 479 2250
Fax: (09) 425 4385

Camp Caterers:

Contact: Heather and Steve Nicholls
Phone: (09) 478-9404

Camp Catering Specialists:

Contact: Gary Carr
Phone: 09 532 8999
021 247 2001
Email: campcateringspecialists@gmail.com
gary@hcc.co.nz

Marie Hannan:

Contact: Marie
Phone: (09) 483 7897

When choosing you caterer...

- Ask to see their menu
- Choose breakfast, lunch, dinner and snacks for each day
- Ask for a quote
- Ask if this quote includes the kitchen levy
- State any special dietary requirements

Please note that there is a kitchen levy (see fees schedule) calculated per person per day. This is to cover the costs of LPG (including delivery to the island), equipment and general up keep of the kitchens.

For other terms and conditions see the "Hire Agreement"

Packing for Camp

Individual Gear List;

This list is based on a five day camp with activities. Please adjust clothing amounts to suit the length of stay and activities that you intend on undertaking

Amount	Gear Required	Tick Box
1	Sleeping Bag	
1	Pillow	
1	Sheet (optional; mattresses are vinyl covered)	
1	Set of Pyjamas or clothes to sleep in	
1	Torch (with fully charged batteries)	
1	Water Bottle (at least 750 ml)	
2	Towels (showering and swimming)	
1	Toiletries <ul style="list-style-type: none"> - Toothbrush - Toothpaste - Soap - Shampoo and Conditioner - Medication - Sunscreen - Insect Repellent - Hair Ties - Sanitary Pads/ Tampons 	
1	Sun Hat	
1	Sunglasses (optional)	
1	Raincoat	
3	Jersey (pref. 1 x fleece or wool)	
4	T-shirts (including at least 2 that are old and can get dirty)	
2	Shorts	
1	Trousers (NOT DENIM)	
1-2	Polypropylene Top	
1	Polypropylene Long Johns	
1	Togs (wetsuit/ rash vest optional; MOEC supplies wetsuits for all water activities)	
1 set	Night Clothes (for evening and after activities)	
2	Shoes (lace up running shoes or similar) <ul style="list-style-type: none"> - Walking to and from camp - Activities (old pair that can get dirty) - Wet shoes (optional) 	
5	Socks (pair)	
1	Day Pack	
3	Plastic Bags	
1	Tea Towel	
1	Set of Eating Utensils <ul style="list-style-type: none"> - Plate - Bowl - Cup - Knife - Fork - Spoon - Tea Towel <p>NB: If staying in the lodge or cottage this is unnecessary as all utensils are provided, however tea towels, dish cloths etc are still a must!</p>	
1	Book or other quiet activity(s)	

Group Gear List;

This list is based on a five day stay in the Main Camp. Please adjust cleaning product requirements to suit the area of accommodation and length of stay. Everything else is recommended to stay the same.

Amount	Gear Required	Tick Box
	First Aid Kit Please do not hesitate to contact us if you require advice on what to bring in the first aid kit	
	Toilet Paper (lots; it is not something you want to run out of!) - We recommend 1 x roll per person & then another 10 spare	
1 Bottle 3 Bottles 15 L 2 L 40 100	Cleaning Products - Jiff - Multi Purpose Spay n Wipe - Disinfectant - Dish Washing Detergent - Cloths (for wiping benches, cleaning etc. We recommend three different colours; 1 for the kitchen, 1 for the bathroom; and one general purpose) - Black Plastic Rubbish Bags	
20	Tea Towels	
1	Matches/ Gas Lighter for BBQ and Stove tops	
YOU MAY ALSO LIKE TO BRING...		
	Radio/ CD Player and CD's	
	Evening/ Wet Weather Alternative Activities i.e. - Board-games - Cards - DVD's - Pens - Paper (we have a large supply of scrap paper) - Arts and Craft Supplies	
	Specialised Sports Gear (in addition to what is available at MOEC)	
	Extra Food/ Drink (treats)	
	\$1 Coins for the washing machine/ dryer	
IF SELF CATERING ALSO BRING...		
	Food and Drink (there are no shops on the island)	
	Food Wrap (i.e. glad wrap, tin foil etc)	
	Extra Utensils; - Sharp Knives - Peelers - Attractive Serving Dishes (We supply all utensils needed for cooking, however extra of the above are always useful)	

NOTE:

- All gear has to be loaded and unloaded on and off the boat and on and off our truck. This operation goes much more smoothly if all food and camp equipment is packed in similar sized containers (which must be pest proof containers). Campers should have no loose gear (e.g. pillows) and avoid tying sleeping bags to packs or suitcases
- The truck ride can be very dusty in summer, pack food well
- At least one person should be nominate to ride to camp in the truck/ van to assist with the unloading of perishable goods and check out all facilities and equipment
- The most commonly forgotten items are...
 - Toilet Paper
 - Cleaning Products
 - Salt and Pepper
 - Tea and Coffee

Bio-security Checklist for Group Leader

This checklist should be completed as close to embarking on the ferry as possible.

Item	Action	Completed
Packs	I have checked the packs and bags at the ferry wharf to ensure they meet DOC standards and the outsides are free of dirt and seeds. <i>Sealable packs, sturdy cardboard boxes taped closed, plastic bins or barrels with tight fitting lids and thick plastic bags (not rubbish bags) that are unlikely to tear.</i>	
Food	I have packed all the food for camp into sealed containers.	
Footwear	I have checked footwear of the students and adults at the wharf for seeds and soil. <i>Remember to check the tread and around the laces.</i>	
Equipment	I have checked all the equipment we are taking for soil, spiders, insects and seeds.	
Pest proof containers	All gear is packed into rodent proof containers which meet DOC standards. <i>Sealable packs, sturdy cardboard boxes taped closed, plastic bins or barrels with tight fitting lids and thick plastic bags (not rubbish bags) that are unlikely to tear.</i>	
Your support for bio-security	I have read the 'Your Help is Needed' notes (listed below this table) to everyone at the wharf before they got on the ferry.	
<i>Please check for signs of any pests as you unpack ON the island.</i>		

Your Help is Needed to Keep Rangitoto & Motutapu Islands Pest Free

Please read to your group before getting onto the ferry.

Many thanks.

DoC has removed all mammalian pests from Rangitoto and Motutapu Islands – rats, cats, mice, hedgehogs, stoats and rabbits. In time these islands will grow more native plants and attract more bird life. Endangered species have and will continue to be introduced and these islands will become more like Tiritiri Matangi and Motuihe.

Rangitoto and Motutapu are the closest pest-free islands to downtown Auckland, just a 30 minute ferry ride away – how exciting!

How can you help?

You have already helped by packing your gear so carefully – thank you.

You can also spread the word about what is happening on the islands and how everyone needs to be BIO-SECURITY wise to stop any pests getting back out there.

Bio-security Checklist for Individuals Attending Camp

This checklist should be completed as close to embarking on the ferry as possible.

Item	Action	Completed
Packs	<p>I have emptied my pack, cleaned it out and checked it to ensure all seams and side pockets are free of seeds and dirt. <i>The bottoms of packs are bad spots for collecting seeds and insects, so double check these!</i></p> <p>My pack is clean, in good condition and secure against stowaways such as mice.</p>	
Food	I have packed all the food for camp into sealed containers.	
Footwear	I have cleaned my boots and shoes have no seeds and soil present. <i>Remember to check the tread and around the laces.</i>	
Clothing	I have inspected my socks, raincoat and other high risk items for seeds, including pockets	
Bedding	I have shaken my sleeping bag out and checked for stowaways	
Pest proof containers	<p>All of my gear is packed into rodent proof containers. My rodent proof containers meet the acceptable standards advised by DOC. <i>Sealable packs, sturdy cardboard boxes taped closed, plastic bins or barrels with tight fitting lids and thick plastic bags (not rubbish bags) that are unlikely to tear</i></p>	
<p><i>Please check for signs of any pests as you unpack ON the island.</i></p>		

Bio-security Checklist for Visitors and Contractors with Bulk Goods

This checklist should be completed as close to embarking on the ferry as possible.

Item	Action	Completed
Packs	<p>I have emptied my pack, cleaned it out and checked it to ensure all seams and side pockets are free of seeds and dirt. <i>The bottoms of packs are bad spots for collecting seeds and insects, so double check these!</i></p> <p>My pack is clean, in good condition and secure against stowaways such as mice.</p>	
Food	I have packed all the food for camp into sealed containers.	
Footwear	I have cleaned my boots and shoes so no seeds and soil is present. <i>Remember to check the tread and around the laces.</i>	
Clothing	I have inspected my socks, raincoat and other high risk items for seeds, including pockets	
Bedding	I have shaken my sleeping bag out and checked for stowaways	
Camping Equipment	I have unrolled and thoroughly cleaned my tent and other camping equipment so that it is free of any invertebrates, seeds or dirt.	
Tools and equipment	I have cleaned my tools and equipment so they are free of all dirt and weed seeds	
Bulk Items	<p>I have contacted DOC to advise them I will be shipping bulk items in two weeks time. <i>Bulk items include vehicles, building materials, potting mix, tarpaulins, marquees etc</i></p> <p>My bulk items have been shown by DOC to be pest free</p>	
Pest proof containers	<p>All of my gear is packed into rodent proof containers. My rodent proof containers meet the acceptable standards advised by DOC. <i>Sealable packs, sturdy cardboard boxes taped closed, plastic bins or barrels with tight fitting lids and thick plastic bags (not rubbish bags) that are unlikely to tear</i></p>	
Boats	I have inspected my boat for rodent sign and insects and am confident that there are no stowaways on board	
<p><i>Please check for signs of any pests as you unpack ON the island.</i></p>		



Pest Free Island Guidelines For Contractors



Unless otherwise specified, the responsibility for ensuring a particular standard is met applies to the Contractor.

Personal Gear

- All luggages must be clean, sealed in rodent-proof packaging and checked for pests at the point of departure from the mainland. Rodent-proof packaging includes sealable day packs and overnight bags, solid boxes that have no holes and are taped closed, sealable plastic bins and barrels, and PVC dry bags. Open bags and unsealed cardboard boxes are not suitable.
- All food must be packed into sealed containers. Food must not be transported in open boxes or supermarket bags.
- All footwear must be clean and free of mud/dirt and seeds. Dirty footwear must be cleaned prior to boarding or cleaned on board before landing.

Operations

- Anyone shipping bulk items to the islands must contact the Ranger, Bio-security at the Auckland Area Office (09 445 9142) two weeks prior to the intended date of departure. Bulk items include vehicles, building materials, potting mix, tarpaulins, marquees etc.
- All bulk items being shipped to the islands must be shown to be pest free prior to departure from the mainland. The method of ensuring this standard is met will be advised by the Ranger, Bio-security at the Auckland Area Office.
- All tools and machinery contaminated by soil e.g. diggers, excavators, trucks, vehicles, spades, shovels, post-hole borers etc must be cleaned and free of all pests, dirt, soil, plant material and seeds before leaving the mainland.
- No plant material including stock feed must be taken to the islands without permission from the Ranger, Island Bio-security at the Auckland Area Office.
- All rubbish produced on the island should be disposed of in the following manner:
 - Food scraps must be disposed of in an island based composting facility.
 - Recyclable rubbish should be cleaned, temporarily stored in island based rodent proof wheelie bins and removed on a fortnightly basis via the MV Hauturu.
 - Non recyclable rubbish must be cleaned, temporarily stored in an island based rodent proof skip and removed on a monthly basis via the MV Hauturu or barge.
- Anyone chartering a vessel, other than a DOC vessel or Passenger Ferry, for the transport of bulk items or livestock to the islands must contact the Ranger, Island Bio-security at the Auckland Area Office two weeks prior to the intended date of departure.
- Vessels, other than DOC vessels and Passenger Ferries, used for transporting supplies to the island must be shown to be pest free prior to departure from the mainland. If a DOC approved rodent protection programme is not in place, glue boards must be placed onboard the vessel at least seven days prior to departure, and inspected before departure by DOC staff or an operator approved by the Ranger, Island Bio-security.

- Commercial vessels must not occupy a berth at the island wharves except for the purpose of shipping or unshipping goods, or for embarking or disembarking passengers.

Incursion Response

- If a pest or weed incursion is suspected, advise the island ranger immediately or call Auckland Area Office 09 445 9142 or 0800 DOC HOTLINE.

Rodent Proof Containers

- [What Is Acceptable For Visitors To the Islands And What Is Not?](#)

Packs

Packs that are in reasonable condition are acceptable. Included in this category are backpacks, day packs, college bags, briefcases and any other sealable rigid or material bags. Packs that are in poor condition, are not sealable i.e. have holes or look like they must not contain a mouse if carried are not acceptable. If it does not look like it could contain a mouse or if there is some doubt then it does not pass muster.

Cardboard boxes:

Solid cardboard boxes with no holes and that are taped closed are acceptable although not ideal as they can fall apart if they get wet or are damaged in transit. Any banana boxes, boxes with holes or boxes that cannot be sealed are not acceptable.

Plastic bins and barrels.

These are the ideal containers for transporting gear to the island as they are usually robust enough to withstand ill treatment. Containers must have tight fitting lids and not be over-packed. Fish bins, chilly bins and poly pails are all included in this category.

Plastic Bags

PVC dry bags are acceptable as are super thick plastic bags, in other words the plastic must be thicker than your average rubbish sack as these are prone to tearing. All bags must be securely sealed before being taken on board. Open plastic bags, shopping bags and the like are not acceptable.

Camp Life

Checking In and Checking Out; a timeline of events

Prior to Departing the Mainland

- Ensure all equipment and gear is accounted for
- Check all bio-security issues have been dealt with
- Check all group members are present
- Nominate 1-2 appropriate people to be the 1st aider(s) for the group
- Ensure all members of the group are prepared and know what is expected of them
- Ensure all adults/ leaders know their roles and what is expected of them
- Ensure you have a up-to-date list of all people travelling to MOEC

At the Wharf

- Unload luggage and food from the boat
- Load truck/ luggage trailer with luggage first and then food (as perishable items will need to come off first)
- Brief from MOEC staff in regards to health and safety when walking across Motutapu and best route to camp
- Allocate people to travel back to camp in vehicle to assist with unloading
- Majority of group to walk into camp (approx 5 km which on average takes a group 1 hour)

Arrival in Camp

- Unload perishable items from truck into kitchen
- Unload luggage
- Senior member to go around all facilities with MOEC staff member (especially the boat shed) and check that everything is present and in good condition. This is the time to discuss with the MOEC staff member any areas that you are unhappy with!
- GROUP ARRIVES
- Whole group briefing on health and safety in camp
- Adult/ Leader briefing and training (others find beds and unpack/ have lunch)

Departure from Camp

- Pack up luggage and remove from buildings
- Please return any items that have moved to their correct location and PLEASE don't take any of our equipment, it will cause inconvenience to the next group.
- Clean all areas of use as per check out sheets (copies of these can be requested when booking)
- Pack truck/ luggage trailer
- MOEC staff to check clean
- Sign check out sheet to confirm details for invoice
- Walk back to wharf
- Unload truck/ luggage trailer
- Load boat

Daily Duties

Particularly on long camps, or those with large numbers we recommend that “duties” get completed each day. This means that each area within the camp is given a quick clean. Not only does it make the last day check out much easier, it helps maintain a higher level of hygiene when living in a communal environment.

Main Camp Cleaning Equipment;

Located outside beside the laundry at the ends of the girls ablution block or for the kitchen; in the wash up area

Lodge Cleaning Equipment;

Located beside the laundry tubs near the side entrance, or in the cleaning cupboard (2nd door on the left as you walk through the side entrance), it is colour coded purple. If there is no one using Main Camp, extra equipment may be used from the stock beside the laundry.

Cottage Cleaning Equipment;

Located in the cupboard to the right of where you walk in (opposite the freezer). If there is no one using Main Camp, extra equipment may be used from the stock beside the laundry.

Toilets:

Please use only equipment spray painted **ORANGE** to avoid cross contamination. A key to the taps for all hoses can be found in the briefing room on the hook beside the gear shed (if in doubt ask)

- Scrub toilets with disinfectant, hose area down and check toilet paper supply
- Ask a MOEC staff member should hand soap or towels need replenishing

Showers:

Please use only equipment spray painted **ORANGE** to avoid cross contamination. A key to the taps for all hoses can be found in the briefing room on the hook beside the gear shed (if in doubt ask)

- Scrub showers with disinfectant and hose down entire area

Dormitory cleaning:

Ensure that all brooms and mops are put back in the correct place according to colour codes, the brush and shovels hand on individual hooks in the same section but are not colour coded. There is four of everything for each dorm.

- Sweep out dorms and get occupants to tidy up personal belongings.
- Sweep under mats beside doors

Grounds:

- Check for rubbish and lost property from gym down to beach and all areas in between

Breakfast Duties:

All cleaning equipment is spray painted **PINK**. Please ensure this is used as to avoid cross contaminating.

- Report to cook at requested time (usually 0730) for instructions
- Set up if required and lay tables
- Make sure all tables are empty after meal and wipe down tables and benches with disinfectant
- Sweep floors
- Check if bins need emptying, react accordingly

Breakfast Dishes:

All cleaning equipment is spray painted **PINK**. Please ensure this is used as to avoid cross contaminating.

- Report to cook immediately after breakfast for instructions

- Clean the kitchen equipment & dishes

Lunch Duties:

All cleaning equipment is spray painted **PINK**. Please ensure this is used as to avoid cross contaminating.

- Report to cook as soon as you have finished activity
- Wash hands
- Set up if required and lay tables
- Make sure all tables are empty after meal and wipe down tables and benches with disinfectant
- Sweep floors
- Check if bins need emptying, react accordingly

Lunch Dishes:

All cleaning equipment is spray painted **PINK**. Please ensure this is used as to avoid cross contaminating.

- Report to cook immediately after lunch for instructions
- Clean the cook's dishes

Dinner Duties:

All cleaning equipment is spray painted **PINK**. Please ensure this is used as to avoid cross contaminating.

- Report to cook as soon as you have finished activity
- Wash hands
- Set up if required and lay tables
- Make sure all tables are empty after meal and wipe down tables and benches with disinfectant
- Sweep floors
- Check if bins need emptying, react accordingly

Dinner Dishes:

All cleaning equipment is spray painted **PINK**. Please ensure this is used as to avoid cross contaminating.

- Report to cook immediately after dinner for instructions
- Clean the kitchen equipment & dishes
- Set up kitchen area ready for next day

HELPFUL INFORMATION; we recommend the following...

A designated duties supervisor who is responsible for organising and supervising duties during the camp and for the final clean up. This person may liaise with the Operations and Education Leader or other MOEC Staff as to the requirements for duties at the camp.

Sheets showing how and what needs cleaning in each area can be requested prior to your arrival.

Each group to have an adult/ leader assisting them with their duties

Last Day Duties

The day duties involve everyone participating to ensure that the camp is left in a state the same if not better than what it was found in. Without your assistance in this we would not be able to ensure that the facilities and grounds are maintained to the level that all our clients expect.

Below is table suggesting how to divide the areas up and detailed area specific cleaning lists can be obtained prior to arrival upon request.

Duty Area	Number of Groups		Number of Adults	
	Recommended	Allocated	Recommended	Allocated
Kitchen, Mess & Wash up area	2		5	
Girls Toilets & Showers	1-2		1	
Boys Toilets & Showers	1-2		1	
Dorm 1	1		1	
Dorm 2	1		1	
Dorm 3	1		1	
Dorm 4	1		1	
Gym, Drying Rom & Resource Room	1		1	
Cooks Quarters, Museum/AV & Briefing Room	1		1	
Grounds & Rubbish	Remaining Groups		1-2	
Laundry, Cleaning Equipment & Pack Truck	1		2	
Lodge	2		2-3	
Cottage	1		1	

Note;

- Recommended numbers are based on group sizes of 8-12 people.
- The kitchen in particular needs to have a couple of responsible adults assisting, as this area is one of the hardest and most time consuming areas.



Safety and Risk Management For Schools



We are proud to be certified with the Outdoors Mark. Like hotels are awarded stars, this is a nationally recognised as showing a certain quality level has been gained in all areas of operation and safety management.

The camp operates a comprehensive Safety Management Plan. Details are available at the time of booking activities.

You will be required to fill in and send back a Safety Management Form prior to your arrival at camp. This will be sent to you no later than 4 weeks prior to the start of you camp. **Please return promptly!**

Please bring with you an up to date list of all people that will be attending camp. This is required as part of our health and safety systems for fire procedures.

“Risk Management” (RAMS) forms are available for all activities upon request. Otherwise, they are available and actively controlled at the camp by the Senior Instructor.

Standard Operating Procedures are set for all activities are available at camp. All leaders will be informed of where they can find these and are free to use the resource while leading the activity. All information booklets must be returned to the briefing room at the end of each day.

The MOEC staff member on duty will familiarise you with these and run a safety session with all Leaders when you arrive at the camp. Please ensure you schedule time for this important part of your camp.

A medical disclosure form may be sent to you upon request. This can be photocopied and sent home with students. This information must be made available to the Senior Instructor at the camp.

Please note: Any information that could place any participant at risk of safety whilst at camp must be disclosed to the Senior Instructor prior to any activities taking place. Please nominate someone in your group to be in charge of this.

RISK DISCLOSURE:

Due to the nature of the activities and equipment offered by MOEC, risks are involved. Although all practical measures have been taken to manage risks, incidents may occur.

IN THE INTERESTS OF KEEPING YOUR CAMP SAFE:

- A MOEC approved instructor must oversee all outdoor equipment owned by MOEC. If you are providing your own adult activity supervisors the Facility Manager and/or Senior Instructor must approve them prior to your camp commencing.
- Details of their qualifications and/or experience will be required.
- Visual confirmation of their skill level may be requested at the camp.
- Phone the Facility Manager for more details.
- MOEC staff reserve the right to refuse equipment usage, or discontinue any activity that does not meet safety requirements. This may include changes in the weather.
- Please report to the duty staff member, any equipment or facility damage immediately.

Please listen to the advice given by our staff they are there to help make your stay a safe, enjoyable and memorable one.