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BELANGLO HOUSE - RIGHTS, RESPONSIBILITIES AND RULES

1. INTRODUCTION

1.1. ONSW leases a weather-board house in Belanglo State Forest from the Forestry Corporation of NSW. The house, also known as “The Hut”, is available for the use of clubs, schools and individual orienteers for training, in-transit accommodation or even a holiday. It is also used by Forestry contractors and occasionally other groups. The house includes bedding for approximately 20 people, and the grounds are also available for camping. Other facilities include log fireplace, cooking facilities, fridge, tank water, hot showers and BBQ.

1.2. Bookings are made with ONSW by emailing the Administration Officer. The ONSW Belanglo House webpage includes a calendar showing dates of existing bookings. On payment of the specified charge, certain rights and obligations are conferred to guests. These rights, obligations and other relevant information are set out below.

1.3. The Hut manager can be contacted on 0410 012 571 or lukewilmott@hotmail.com.

2. ACCOMMODATION CHARGES

2.1. Belanglo House accommodation charges are periodically reviewed by the ONSW Finance Director in association with the Belanglo House Manager. Once approved by the ONSW Board the charges are published in ONSW Manual *2.1 ONSW Fees and* Levies, and on the ONSW Belanglo House webpage.

2.2. Belanglo House accommodation charges are:

a) per person per night (junior and senior rates apply);

b) the same for dormitory accommodation or camping;

c) at a reduced rate for ONSW members;

d) free for children 9 years and under (sub-juniors);

e) set at a family maximum where at least one parent is accompanying their own family.

2.3. A weekly discount is available to both ONSW members and non-members. Bookings for 6 or 7 nights will only be charged for 5 nights.

3. DORMITORY ACCOMMODATION

3.1. Dormitory accommodation is for a bunk or mattress in the dormitory building (weather-board house). **No sleeping is permitted in the common room (kitchen/lounge).**

3.2. Cooking and dining facilities in the common room and the showers are available to all guests.

3.3. Clubs involved in the organisation of orienteering events in the Southern Highlands region have first option for the use of bunks in the dormitory building. The organising

club may request the exclusive use of a room for accommodation and security of event materials and equipment. Such bookings should be made at least two (2) weeks prior to the event and specify the number of bunks/mattresses required. Payment for these is to be forwarded to ONSW based on the published charges. Other beds shall be available to any orienteer by booking through the ONSW Office and are available of a 'first come' basis. Advice on the available number of bunks/mattresses can be obtained from the ONSW Office.

4. CAMPING ACCOMMODATION

4.1. Camping accommodation is for a tent, caravan, camper van or vehicle. Camping is available in the grounds, even when the dormitory accommodation is otherwise booked.

4.2. Campers may use all amenities in the compound.

5. SPECIAL BOOKINGS

5.1. Clubs or other groups may seek approval to make bookings for Belanglo House through the ONSW Office for times when the House has not otherwise been booked or when an orienteering event is not being held in the region. Such bookings will attract a fee as laid out in Section 2 above and ONSW Manual *2.1 ONSW Fees and Levies*. Payment of this fee confers the rights and obligations as stated in this policy. A separate Hire Agreement may be contractually agreed where appropriate.

5.2. **Having a Belanglo House booking does not give the guest the right to turn away a casual orienteer regardless of whether the guest considers they have an exclusive booking.** This is made very clear to all booking guests.

5.3. For further clarification:

a) no external bookings will be accepted more than 6 months in advance;

b) as soon as dates are identified for orienteering events in the Southern Highlands area in the draft Calendar, dates will be 'blocked out' so that priority is given to orienteers;

c) external bookings shall not be taken on an 'exclusive-use' basis. Persons making a booking shall be informed that it is possible that one or more orienteers may be at Belanglo House;

d) organisers of orienteering events, including training camps, may book on an exclusive-use basis;

e) all bookings are subject to ONSW approval and may be cancelled by ONSW with at least 28 days' notice;

f) orienteers should be aware that there is the possibility of other groups staying at Belanglo House and they should check with the ONSW Administration Officer.

6. COMMON ROOM

6.1. The common room/kitchen is available for all guests to cook/eat/relax and socialise. Spare utensils/sandwich makers etc for larger groups can be found in the storeroom of the main house.

7. WATER

7.1. The water supply for Belanglo House is limited to rainfall captured in the rainwater tank. Please use water sparingly, especially for showers.

8. ELECTRICITY

8.1. The fuse box is on the porch at the front of the house. Do not interfere with it except in an emergency.

9. FIRES

9.1. During periods of high fire danger, no outside fires are permitted. There is generally a Belanglo State Forest fire ban from October to April inclusive, we are included in this ban. At other times, outside fires are only permitted in the constructed barbecue shelter fireplaces and the fireplace to the east of the barbecue shelter**. The wood that has been cut/split and stacked in the woodshed, is only to be used for BBQs and inside the common room.** For the outside fireplace to the east of the BBQ shelter, you must collect and cut your own wood from around the compound.

10. LEAVING THE PROPERTY AT THE END OF YOUR STAY

10.1. When leaving Belanglo House at the end of your stay, please complete the departure checklist provided at Attachment A.

11. MISCONDUCT

11.1. Any person being offensive, damaging property or assaulting another person should be requested to leave immediately. The matter is to be reported to the ONSW Board in writing (or equivalent electronic form) for further consideration and possible disciplinary action.

12. PAYMENT

12.1. No cash is to be left in Belanglo House as payment for accommodation. If payment has not been made by prior arrangement or has not been collected by an ONSW official, then payment should be made by either of the following methods:

a) electronic transfer of funds to the ONSW bank account BSB 012 294, Account 227 701 709 and use Reference “HUTsurname”. An explanatory email with dates of stay to admin@onsw.asn.au would be appreciated.

b) forwarding a cheque to ONSW, PO Box 3379, North Strathfield NSW 2137 and include a note with HUT, surname and dates of stay.

Related documents and webpages:

ONSW Manual *2.1 ONSW Fees and Levies*

ONSW Belanglo House webpage *https://onsw.asn.au/resources/belanglo-hut*

Adopted March 2018; updated 24 June 2025

Reason for update:
General update to reflect current practice; addition of related document and website, manager contact details, high fire danger information; departure items moved into checklist as Attachment for easy referral

ATTACHMENT A - BELANGLO HOUSE CHECKLIST

- LEAVING THE PROPERTY AT THE END OF YOUR STAY

When leaving Belanglo House at the end of your stay, please complete the following departure checklist:

a) COMMON ROOM
- replenish the boxes of firewood, especially kindling
- clean the floor and tidy the room

b) REFRIGERATOR
- do not leave behind any of your unused food

c) GARBAGE
- remove all rubbish and recyclables. There are no services to the Hut.

d) ELECTRICITY
- ensure all lights and power points (except fridges and rodent deterrents) are switched off

e) WATER
- double check that all taps are turned off securely

f) HOUSE
- vacuum the hallway and your room
- ensure all windows and doors are locked
- ensure all lights and power points are turned off
- take your pillows and doonas with you

g) GROUNDS
- leave the area clean and tidy
- any fires must be completely extinguished

h) GATE
- close the front gate and hook up the chain to give a secure appearance to passers-by.