



Village Comparison Document

Retirement Villages Act 1999 (Section 74)

ABN: 86 504 771 740

This form is effective from 1 February 2019

SETTLERS

FOREST LAKE

Name of village: Settlers Forest Lake

Important information for the prospective resident

- The Village Comparison Document gives general information about the retirement village accommodation, facilities and services, including the general costs of moving into, living in and leaving the retirement village. This makes it easier for you to compare retirement villages.
- The *Retirement Villages Act 1999* requires a retirement village scheme operator to:
 - provide a copy of the Village Comparison Document to a prospective resident of the retirement village within seven days of receiving a request
 - include a copy of the Village Comparison Document with any promotional material given to a person, other than through a general distribution (e.g. mail-out)
 - publish the Village Comparison Document on the village's website so that the document, or a link to it appears prominently on each page of the website that contains, or has a link to, marketing material for the village
- You can access a copy of this Village Comparison Document on the village website at: <http://settlerslifestyle.com.au/villages/settlers-forest-lake/>
- All amounts in this document are GST-inclusive, unless stated otherwise where that is permitted by law.

Notice for prospective residents

Before you decide whether to live in a retirement village, you should:

- Seek independent legal advice about the retirement village contract – there are different types of contracts and they can be complex
- Find out the financial commitments involved – in particular, you should understand and consider ingoing costs, ongoing fees and charges (which can increase) and how much it will cost you when you leave the village permanently
- Consider any impacts to any pensions, rate subsidies and rebates you currently receive
- Consider what questions to ask the village manager before signing a contract
- Consider whether retirement village living provides the lifestyle that is right for you. Moving into a retirement village is very different to moving into a new house. It involves buying into a village with communal facilities where usually some of the costs of this lifestyle are deferred until you leave the village. These deferred costs when you leave your unit may be significant.
- Seek further information and advice to help with making a decision that is right for you. Some useful contacts are listed at the end of this document, including:
 - Queensland Retirement Village and Park Advice Service (QRVPAS) which provides free information and legal assistance for residents and prospective residents of retirement village. See www.caxton.org.au or phone 07 3214 6333.
 - The Queensland Law Society which can provide a list of lawyers who practice retirement village law. See www.qls.com.au or phone: 1300 367 757.

More information

- If you decide to move into a retirement village, the operator will provide you with a Prospective Costs Document for your selected unit, a residence contract and other legal documents.
- By law, you must have a copy of the Village Comparison Document, the Prospective Costs Document, the village by-laws, your residence contract and all attachments to your residence contract for at least 21 days before you and the operator enter into the residence contract. This is to give you time to read these documents carefully and seek professional advice about your legal and financial interests. You have the right to waive the 21-day period if you get legal advice from a Queensland lawyer about your contract.

The information in this Village Comparison Document is correct as at 1 February 2019 and applies to prospective residents.

Some of the information in this document may not apply to existing residence contracts.

Part 1 – Operator and management details**1.1 Retirement village location**

Retirement Village Name: Settlers Forest Lake

Street Address: 41 High Street

Suburb: Forest Lake

State: Queensland

Post Code: 4078

1.2 Owner of the land on which the retirement village scheme is located

Name of land owner: Settlers Company Pty Ltd as trustee for Settlers Property Trust ABN 78 694 717 061

Australian Company Number (ACN): 606 610 904

Address: c/- Suite 1, 257 Gympie Road

Suburb: Kedron

State: Queensland

Post Code: 4031

1.3 Village operator

Name of entity that operates the retirement village (scheme operator): Settlers Operations Pty Ltd

Australian Company Number (ACN): 609 526 605

Address: C/- Suite 1, 257 Gympie Road

Suburb: Kedron

State: Queensland

Post Code: 4031

Date entity became operator: December 2016

1.4 Village management and onsite availability	<p>Name of village management entity and contact details: Settlers Operations Pty Ltd</p> <p>Australian Company Number (ACN): 609 526 605</p> <p>Phone: 07 3879 6577</p> <p>Email: forestlake@settlerslifestyle.com.au</p> <p>An onsite manager (or representative) is available to residents:</p> <p><input type="checkbox"/> Full time</p> <p><input type="checkbox"/> Part time</p> <p><input type="checkbox"/> By appointment only</p> <p><input type="checkbox"/> None available</p> <p><input checked="" type="checkbox"/> Other:</p> <p>Onsite availability includes:</p> <p>Weekdays: Monday – Friday 8am to 5pm after hours via mobile 0401 674 169</p> <p>Weekends: No availability except for emergencies via mobile 0401 674 169</p>
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Part 2 – Age limits

2.1 What age limits apply to residents in this village?	<p>Occupants must be at least 55 years of age.</p> <p>The scheme operator must be satisfied that the type of unit is suitable for the occupant/s.</p>
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ACCOMMODATION, FACILITIES AND SERVICES

Part 3 – Accommodation units: Nature of ownership or tenure

3.1 Resident ownership or tenure of the units in the village is:	<p><input type="checkbox"/> Freehold (owner resident)</p> <p><input checked="" type="checkbox"/> Lease (non-owner resident)</p> <p><input type="checkbox"/> Licence (non-owner resident)</p> <p><input type="checkbox"/> Share in company title entity (non-owner resident)</p> <p><input type="checkbox"/> Unit in unit trust (non-owner resident)</p> <p><input type="checkbox"/> Rental (non-owner resident)</p> <p><input type="checkbox"/> Other</p>
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Accommodation types

3.2 Number of units by accommodation type and tenure	<p>There are 86 units in the village, comprising single storey units/ units in multi-storey building with over 2 and 3 levels]</p>
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Accommodation Unit	Freehold	Leasehold	Licence	Other
Independent living units				
- Studio		20		
- One bedroom		52		
- Two bedrooms		14		
- Three bedrooms				
Serviced units				
- Studio				
- One bedroom				
- Two bedrooms				
- Three bedrooms				
Other				
Total number of units		86		

Access and design

3.3 What disability access and design features do the units and the village contain?

Level access from the street into and between all areas of the unit (i.e. no external or internal steps or stairs) in all some units

Alternatively, a ramp, elevator or lift allows entry into all some units

Step-free (hobless) shower in all some units

Width of doorways allow for wheelchair access in all some units

Toilet is accessible in a wheelchair in all some units

Other key features in the units or village that cater for people with disability or assist residents to age in place:

None

Part 4 – Parking for residents and visitors

4.1 What car parking in the village is available for residents?

All / Some [unit type] units with own garage or carport attached or adjacent to the unit

Some units with own garage or carport separate from the unit

All / Some [unit type] units with own car park space adjacent to the unit

Some units with own car park space separate from the unit

Note from scheme operator: Carparks are subject to availability, rather than attached to a unit type.

General car parking for residents in the village

Other parking e.g. caravan or boat:

..... units with no car parking for residents

No car parking for residents in the village

Restrictions on resident’s car parking include: Carparks are subject to availability under a separate licence agreement.

4.2 Is parking in the village available for visitors? If yes, parking restrictions include:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Part 5 – Planning and development

5.1 Is construction or development of the village complete?	Year village construction started: 2005 <input checked="" type="checkbox"/> Fully developed / completed <input type="checkbox"/> Partially developed / completed <input type="checkbox"/> Construction yet to commence
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5.2 Is there development approval or a development application pending for further development or redevelopment of the village? If yes to either, provide details and timeframe and final number and types of units and any new facilities:	Development approval granted <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Development application pending <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Note: see notice at end of document regarding inspection of the development approval documents.
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Part 6 – Facilities onsite at the village

6.1 The following facilities are currently available to residents:	<input type="checkbox"/> Activities or games room <input type="checkbox"/> Arts and crafts room <input type="checkbox"/> Auditorium <input checked="" type="checkbox"/> BBQ area outdoors <input checked="" type="checkbox"/> Billiards room <input type="checkbox"/> Bowling green [indoor/outdoor] <input type="checkbox"/> Business centre (e.g. computers, printers, internet access) <input type="checkbox"/> Chapel / prayer room <input type="checkbox"/> Communal laundries <input checked="" type="checkbox"/> Community room or centre <input type="checkbox"/> Dining room <input checked="" type="checkbox"/> Gardens <input type="checkbox"/> Gym <input type="checkbox"/> Hairdressing or beauty room <input checked="" type="checkbox"/> Library	<input type="checkbox"/> Medical consultation room <input type="checkbox"/> Restaurant <input type="checkbox"/> Shop <input type="checkbox"/> Swimming pool [indoor / outdoor] [heated / not heated] <input type="checkbox"/> Separate lounge in community centre <input type="checkbox"/> Spa [indoor / outdoor] [heated / not heated] <input type="checkbox"/> Storage area for boats / caravans <input type="checkbox"/> Tennis court [full/half] <input type="checkbox"/> Village bus or transport <input type="checkbox"/> Workshop <input type="checkbox"/> Other: Emergency call access facilities, walking pathways, elevators to upper floors, lounge meeting area, resident's kitchenette with tea/coffee making facilities, administration office
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Details about any facility that is not funded from the General Services Charge paid by residents or if there are any restrictions on access or sharing of facilities (e.g. with an aged care facility):
 Access to a 24 hour emergency care monitoring system is available on a user pays basis. Please contact the scheme operator to obtain a copy of the current fees for this service.

6.2 Does the village have an onsite, attached, adjacent or co-located residential aged care facility?

Yes No

Name of residential aged care facility and name of the approved provider:

Note: Aged care facilities are not covered by the *Retirement Villages Act 1999 (Qld)*. The retirement village operator cannot keep places free or guarantee places in aged care for residents of the retirement village. To enter a residential aged care facility, you must be assessed as eligible by an Aged Care Assessment Team (ACAT) in accordance with the *Aged Care Act 1997 (Cwth)*. Exit fees may apply when you move from your retirement village unit to other accommodation and may involve entering a new contract.

Part 7 – Services

7.1 What services are provided to all village residents (funded from the General Services Charge paid by residents)?

'General Services' provided to all residents are:

- Operating the retirement village for the benefit and enjoyment of residents.
- Providing, operating and managing the community facilities.
- Gardening and landscaping.
- Managing security at the retirement village.
- Maintaining the security system, emergency help system and/or safety equipment (if any).
- Maintaining fire-fighting and protection equipment.
- Maintaining and updating safety and emergency procedures for the retirement village.
- Cleaning, maintenance, repairs and replacements of and to the community facilities.
- Maintenance, repairs and replacements to units and items in, on or attached to the units (except where this is a resident's responsibility).
- Monitoring and eradicating pests (communal areas only).
- Engaging staff and contractors necessary for the operation of the retirement village, which may include a village manager, cleaning and maintenance personnel, security personnel, personal care and nursing personnel and/or relief personnel.
- Arranging for administrative, secretarial, book-keeping, accounting and legal services necessary for the operation of the retirement village.
- Maintaining any licences required in relation to the retirement village.
- Paying operating costs in connection with the ownership and operation of the retirement village.
- Maintaining insurances relating to the retirement village that are required by the *Retirement Villages Act 1999* or contemplated by a residence contract or that the scheme operator otherwise deems appropriate.
- Complying with the *Retirement Villages Act 1999*.

	<ul style="list-style-type: none"> Any other general service funded via a general services charges budget for a financial year.
7.2 Are optional personal services provided or made available to residents on a user-pays basis?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <p>Tunstall installation is available on a user-pays basis to be paid directly to the service provider.</p> <p>Note from scheme operator: <i>Electricity supplied to individual units will be a personal service that is metered by the scheme operator and charged separately to a resident who elects the service. The charge will not be greater than the lowest rate that the resident would have paid for the consumption had the resident been a customer of a retail entity operating in the area of the village. Residents are deemed to have elected this service unless they otherwise advise the scheme operator. The scheme operator will provide the resident with a copy of the document titled 'Maximum charges to be applied in on-supply of electricity to domestic customers' with this document.</i></p>
7.3 Does the retirement village operator provide government funded home care services under the Aged Care Act 1997 (Cwth)?	<input type="checkbox"/> Yes, the operator is an Approved Provider of home care under the <i>Aged Care Act 1997</i> (Registered Accredited Care Supplier – RACS ID number) <input type="checkbox"/> Yes, home care is provided in association with an Approved Provider: <input checked="" type="checkbox"/> No, the operator does not provide home care services, residents can arrange their own home care services
<p>Note: Some residents may be eligible to receive a Home Care Package, or a Commonwealth Home Support Program subsidised by the Commonwealth Government if assessed as eligible by an aged care assessment team (ACAT) under the <i>Aged Care Act 1997 (Cwth)</i>. These home care services are not covered by the <i>Retirement Villages Act 1999 (Qld)</i>. Residents can choose their own approved Home Care Provider and are not obliged to use the retirement village provider, if one is offered.</p>	
Part 8 – Security and emergency systems	
8.1 Does the village have a security system?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
8.2 Does the village have an emergency help system? If yes or optional: <ul style="list-style-type: none"> the emergency help system details are: the emergency help system is monitored between: 	<input checked="" type="checkbox"/> Yes - all residents <input type="checkbox"/> Optional <input type="checkbox"/> No <p><i>A Tunstall emergency system is installed in the community centre monitoring</i> 24 hours per day, 7 days per week</p>
8.3 Does the village have equipment that provides for the safety or medical emergency of residents?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No First aid kit

If yes, list or provide details e.g. first aid kit, defibrillator:

COSTS AND FINANCIAL MANAGEMENT

Part 9 – Ingoing contribution - entry costs to live in the village

An ingoing contribution is the amount a prospective resident must pay under a residence contract to secure a right to reside in the retirement village. The ingoing contribution is also referred to as the sale price or purchase price. It does not include ongoing charges such as rent or other recurring fees.

9.1 What is the estimated ingoing contribution (sale price) range for all types of units in the village	Accommodation Unit	Range of ingoing contribution
	Independent living units	
	- Studio	\$110,000- \$125,000
	- One bedroom	\$165,000 - \$190,000
	- Two bedrooms	\$270,000- \$285,000
	- Three bedrooms	
	Serviced units	
	- Studio	
	- One bedroom	
	- Two bedrooms	
	- Three bedrooms	
	Other	
	Full range of ingoing contributions for all unit types	\$110,000 - \$285,000

9.2 Are there different financial options available for paying the ingoing contribution and exit fee or other fees and charges under a residence contract?
 If yes, specify or set out in a table how the contract options work e.g. pay a higher ingoing contribution and less or no exit fee:

Yes No

The resident may choose either a:

- 'Participating Lease', under which the Resident is entitled to receive 50% of the 'capital gain' on the 'exit entitlement date' and is responsible for 50% of the 'capital loss' on the 'exit entitlement date'; or
- 'Non-Participating Lease', under which a Resident is not entitled to any share of 'capital gain' on the 'exit entitlement date', and is not responsible for any 'capital loss' on the 'exit entitlement date'.

9.3 What other entry costs do residents need to pay?

Transfer or stamp duty

Costs related to your residence contract

Costs related to any other contract e.g.

Advance payment of General Services Charge

Other costs

Part 10 – Ongoing Costs - costs while living in the retirement village

General Services Charge: Residents pay this charge for the general services supplied or made available to residents in the village, which may include management and administration, gardening and general maintenance and other services or facilities for recreation and entertainment described at 7.1.

Maintenance Reserve Fund contribution: Residents pay this charge for maintaining and repairing (but not replacing) the village's capital items e.g. communal facilities, swimming pool. This fund may or may not cover maintaining or repairing items in your unit, depending on the terms of your residence contract.

The budgets for the General Services Charge and the Maintenance Reserve Fund are set each financial year and these amounts can increase each year. The amount to be held in the Maintenance Reserve Fund is determined by the operator using a quantity surveyor's report.

Note: The following ongoing costs are all stated as weekly amounts to help you compare the costs of different villages. However, the billing period for these amounts may not be weekly.

10.1 Current weekly rates of General Services Charge and Maintenance Reserve Fund contribution

Type of Unit	General Services Charge (weekly)	Maintenance Reserve Fund contribution (weekly)
Independent Living Units		
- Studio	\$85.55	\$18.02
- One bedroom	\$91.01	\$19.17
- Two bedrooms	\$100.11	\$21.09
- Three bedrooms		
Serviced Units		
- Studio		
- One bedroom		
- Two bedrooms		
- Three bedrooms		
Other		

Note from the scheme operator: The General Services Charge noted above **includes** the Maintenance Reserve Fund contribution noted above. The resident's total General Services Charge contribution is the General Services Charge in the middle column.

Last three years of General Services Charge and Maintenance Reserve Fund contribution

Financial year	General Services Charge (range) (weekly)	Overall % change from previous year	Maintenance Reserve Fund contribution (range) (weekly)	Overall % change from previous year (+ or -)
2017/18	Studio \$84.61	1.79%	Studio \$20.82	10.63%
	1B \$90.01	1.80%	1B \$22.15	10.64%
	2B \$99.01	1.80%	2B \$24.37	10.62%
2016/17	Studio \$83.12	-0.51%	Studio \$18.82	15.39%
	1B \$88.42	-0.53%	1B \$20.02	15.39%

	2B	\$97.26	-0.53%	2B	\$22.03	15.46%
2015/16	Studio	\$83.55	14.89%	Studio	\$16.31	2.39%
	1B	\$88.89	14.90%	1B	\$17.35	2.24%
	2B	\$97.78	14.90%	2B	\$19.08	2.36%

10.2 What costs relating to the units are not covered by the General Services Charge? (residents will need to pay these costs separately)	<input checked="" type="checkbox"/> Contents insurance <input type="checkbox"/> Home insurance (freehold units only) <input checked="" type="checkbox"/> Electricity <input checked="" type="checkbox"/> Gas	<input type="checkbox"/> Water <input checked="" type="checkbox"/> Telephone <input checked="" type="checkbox"/> Internet <input checked="" type="checkbox"/> Pay TV <input type="checkbox"/> Other:
10.3 What other ongoing or occasional costs for repair, maintenance and replacement of items in, on or attached to the units are residents responsible for and pay for while residing in the unit?	<input checked="" type="checkbox"/> Unit fixtures <input checked="" type="checkbox"/> Unit fittings <input checked="" type="checkbox"/> Unit appliances <input type="checkbox"/> None Additional information: Residents are responsible for the items they own or bring into their units and any alterations they make to their units.	
10.4 Does the operator offer a maintenance service or help residents arrange repairs and maintenance for their unit?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Part 11– Exit fees - when you leave the village

A resident may have to pay an exit fee to the operator when they leave their unit or when the right to reside in their unit is sold. This is also referred to as a 'deferred management fee' (DMF).

11.1 Do residents pay an exit fee when they permanently leave their unit?	<input checked="" type="checkbox"/> Yes – all residents pay an exit fee calculated using the same formula <input type="checkbox"/> Yes – all new residents pay an exit fee but the way this is worked out may vary depending on each resident's residence contract <input type="checkbox"/> No exit fee <input type="checkbox"/> Other	
If yes: list all exit fee options that may apply to new contracts	3.5% of the ingoing contribution for each year of residence, up to a maximum of 8 years (28%) The exit fee is calculated on a pro-rata daily basis for partial years of residence.	

Time period from date of occupation of unit to the date the resident ceases to reside in the unit	Exit fee calculation based on your ingoing contribution.
1 year	3.5% of your ingoing contribution
2 years	7% of your ingoing contribution
3 years	10.5% of your ingoing contribution
4 years	14% of your ingoing contribution
5 years	17.5% of your ingoing contribution
6 years	21% of your ingoing contribution
7 years	24.5% of your ingoing contribution
8 years	28% of your ingoing contribution
9 years	28% of your ingoing contribution
10 years	28% of your ingoing contribution
<p>Note: if the period of occupation is not a whole number of years, the exit fee will be worked out on a daily basis.</p> <p>The maximum (or capped) exit fee is 28% of your ingoing contribution after 8 years of residence.</p> <p>The minimum exit fee is: 3.5% of the your ingoing contribution x 1/365.</p> <p>Note from the scheme operator: The minimum exit fee is for 1 day of residence.</p>	

11.2 What other exit costs do residents need to pay or contribute to?	<input checked="" type="checkbox"/> Sale costs for the unit <input checked="" type="checkbox"/> Legal costs <input type="checkbox"/> Other costs:
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Part 12 – Reinstatement and renovation of the unit

12.1 Is the resident responsible for reinstatement of the unit when they leave the unit?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Reinstatement work means replacements or repairs that are reasonably necessary to return the unit to the same condition it was in when the resident started occupation, apart from:</i> <ul style="list-style-type: none"> • fair wear and tear; and • renovations and other changes to the condition of the unit carried out with agreement of the resident and operator. <p><i>Fair wear and tear includes a reasonable amount of wear and tear associated with the use of items commonly used in a retirement village. However, a resident is responsible for the cost of replacing a capital item of the retirement village if the resident deliberately damages the item or causes accelerated wear.</i></p> <p>Note from the scheme operator: If the scheme operator consents to the resident keeping a pet in their unit and the pet causes damage to</p>
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	<p><i>the unit (including pet odour), the resident will be responsible for the damage, including replacement of the floor coverings (if required) as part of reinstatement work.</i></p> <p>Entry and exit inspections and reports are undertaken by the operator and resident to assess the condition of the unit.</p>
<p>12.2 Is the resident responsible for renovation of the unit when they leave the unit?</p>	<p><input type="checkbox"/> Yes, all residents pay 50% of any renovation costs (in the same proportion as the share of the capital gain on the sale of their unit)</p> <p><input checked="" type="checkbox"/> Optional, only applies to residents who share in the capital gain on the sale of their unit, and the resident pays 50% of any renovation costs</p> <p><input type="checkbox"/> No</p> <p><i>Renovation means replacements or repairs other than reinstatement work.</i></p> <p>By law, the operator is responsible for the cost of any renovation work on a former resident's unit, unless the residence contract provides for the resident to share in the capital gain on the sale of the resident's interest in the unit. Renovation costs are shared between the former resident and operator in the same proportion as any capital gain is to be shared under the residence contract.</p>
<p>Part 13– Capital gain or losses</p>	
<p>13.1 When the resident's interest or right to reside in the unit is sold, does the resident share in the capital <i>gain</i> or capital <i>loss</i> on the resale of their unit?</p>	<p><input type="checkbox"/> Yes, the resident's share of the capital gain is% the resident's share of the capital loss is%</p> <p><input checked="" type="checkbox"/> Optional - residents can elect to share in a capital gain or loss option the resident's share of the capital loss is 50% the resident's share of the capital loss is 50%</p> <p><input type="checkbox"/> No</p>
<p>Part 14 – Exit entitlement</p>	
<p><i>An exit entitlement is the amount the operator may be required to pay the former resident under a residence contract after the right to reside is terminated and the former resident has left the unit.</i></p>	
<p>14.1 How is the exit entitlement which the operator will pay the resident worked out?</p>	<p>The scheme operator will repay the ingoing contribution to the resident and if the resident selected the 'Participating Option', also pay 50% of any capital gain.</p> <p>When the scheme operator makes these payments, the resident must pay to the scheme operator (which will be set off the amounts paid by the scheme operator):</p> <ul style="list-style-type: none"> • the exit fee; • if the resident selected the 'Participating Option', 50% of any capital loss; • the costs of reinstatement work; • if the resident selected the 'Participating Option', 50% of the costs of renovation work; • any other outstanding amounts payable by the resident under the residence contract.

<p>14.2 When is the exit entitlement payable?</p>	<p>By law, the operator must pay the exit entitlement to a former resident on or before the earliest of the following days:</p> <ul style="list-style-type: none"> • the day stated in the residence contract: which is 5 years after the termination of the residence contract • 14 days after the settlement of the sale of the right to reside in the unit to the next resident or the operator • 18 months after the termination date of the resident's right to reside under the residence contract, even if the unit has not been resold, unless the operator has been granted an extension for payment by the Queensland Civil and Administrative Tribunal (QCAT). <p>In addition, an operator is entitled to see probate or letters of administration before paying the exit entitlement of a former resident who has died.</p>
<p>14.3 What is the turnover of units for sale in the village?</p>	<p>8 accommodation units were vacant as at the end of the last financial year</p> <p>6 accommodation units were resold during the last financial year</p> <p>5.2 months was the average length of time to sell a unit over the last three financial years</p> <p>Note from the scheme operator: <i>The scheme operator discloses that the average number of months provided to sell a unit in the last three financial years does not include new unit development stock. This is due to the 'development stock' being held for the purpose of being display units in the village.</i></p>

Part 15– Financial management of the village

<p>15.1 What is the financial status for the funds that the operator is required to maintain under the Retirement Villages Act 1999?</p>	<table border="1"> <thead> <tr> <th colspan="3">General Services Charges for the last 3 years</th> </tr> <tr> <th>Financial Year</th> <th>Deficit/Surplus</th> <th>Change from previous year</th> </tr> </thead> <tbody> <tr> <td>2017/18</td> <td>\$19,696</td> <td>\$17,520</td> </tr> <tr> <td>2016/17</td> <td>\$2,176</td> <td>-\$6,989</td> </tr> <tr> <td>2015/16</td> <td>\$9,165</td> <td>\$41,347</td> </tr> <tr> <td colspan="2">Balance of Maintenance Reserve Fund for last financial year <i>OR</i> last quarter if no full financial year available</td> <td>\$87,250</td> </tr> <tr> <td colspan="2">Balance of Capital Replacement Fund for the last financial year <i>OR</i> last quarter if no full financial year available</td> <td>\$92,187</td> </tr> <tr> <td colspan="2">Percentage of a resident ingoing contribution applied to the Capital Replacement Fund</td> <td>N/A (amounts are paid each year as recommended by the quantity surveyor's report)</td> </tr> <tr> <td colspan="3">The operator pays a percentage of a resident's ingoing contribution, as determined by a quantity surveyor's report, to the Capital Replacement Fund. This fund is used for replacing the village's capital items.</td> </tr> </tbody> </table>	General Services Charges for the last 3 years			Financial Year	Deficit/Surplus	Change from previous year	2017/18	\$19,696	\$17,520	2016/17	\$2,176	-\$6,989	2015/16	\$9,165	\$41,347	Balance of Maintenance Reserve Fund for last financial year <i>OR</i> last quarter if no full financial year available		\$87,250	Balance of Capital Replacement Fund for the last financial year <i>OR</i> last quarter if no full financial year available		\$92,187	Percentage of a resident ingoing contribution applied to the Capital Replacement Fund		N/A (amounts are paid each year as recommended by the quantity surveyor's report)	The operator pays a percentage of a resident's ingoing contribution, as determined by a quantity surveyor's report, to the Capital Replacement Fund. This fund is used for replacing the village's capital items.		
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OR

the village is not yet operating.

Part 16 – Insurance

The village operator must take out general insurance, to full replacement value, for the retirement village, including for:

- communal facilities; and
- the accommodation units, other than accommodation units owned by residents.

Residents contribute towards the cost of this insurance as part of the General Services Charge.

16.1 Is the resident responsible for arranging any insurance cover?

If yes, the resident is responsible for these insurance policies:

Yes No

If yes, the resident is responsible for these insurance policies:

- Contents insurance (for the resident's property in the unit)
- Public liability insurance (for incidents occurring in the resident's unit)
- Workers' compensation insurance (for the resident's employees or contractors)
- Third-party insurance (for the resident's motor vehicles or mobility devices)

Part 17 – Living in the village

Trial or settling in period in the village

17.1 Does the village offer prospective residents a trial period or a settling in period in the village?

Yes No

Pets

17.2 Are residents allowed to keep pets?

If yes: specify any restrictions or conditions on pet ownership

Yes No

Pets are welcome, if the scheme operator's prior consent is obtained.

Note from the scheme operator: *If the scheme operator consents to the resident keeping a pet in their unit and the pet causes damage to the unit (including pet odour), the resident will be responsible for the damage, including replacement of the floor coverings (if required) as part of reinstatement work.*

Visitors

17.3 Are there restrictions on visitors staying with residents or visiting?

If yes: specify any restrictions or conditions on visitors (e.g. length of stay, arrange with manager)

Yes No

Residents must not have a visitor live in the unit for longer than one month in any 12 month period without the scheme operator's consent, which it may give or deny in its absolute discretion and which can be revoked at any time.

Residents must not allow a visitor to use the unit if the resident is not staying there at the same time.

Village by-laws and village rules

17.4 Does the village have village by-laws?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>By law, residents may, by special resolution at a residents meeting and with the agreement of the operator, make, change or revoke by-laws for the village.</i> Note: See notice at end of document regarding inspection of village by-laws
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17.5 Does the operator have other rules for the village.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes: Rules are available on request.
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Resident input

17.6 Does the village have a residents committee established under the Retirement Villages Act 1999?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>By law, residents are entitled to elect and form a residents committee to deal with the operator on behalf of residents about the day-to-day running of the village and any complaints or proposals raised by residents.</i> <i>You may like to ask the village manager about an opportunity to talk with members of the resident committee about living in this village.</i>
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Part 18 – Accreditation

18.1 Is the village voluntarily accredited through an industry-based accreditation scheme?	<input checked="" type="checkbox"/> No, village is not accredited <input type="checkbox"/> Yes, village is voluntarily accredited through:
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Note: Retirement village accreditation schemes are industry-based schemes. The *Retirement Villages Act 1999* does not establish an accreditation scheme or standards for retirement villages.

Part 19 – Waiting list

19.1 Does the village maintain a waiting list for entry?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Access to documents

The following operational documents are held by the retirement village scheme operator and a prospective resident or resident may make a written request to the operator to inspect or take a copy of these documents free of charge. The operator must comply with the request by the date stated by the prospective resident or resident (which must be at least seven days after the request is given).

- Certificate of registration for the retirement village scheme
- Certificate of title or current title search for the retirement village land
- Village site plan
- Plans showing the location, floor plan or dimensions of accommodation units in the village
- Plans of any units or facilities under construction
- Development or planning approvals for any further development of the village
- The annual financial statements and report presented to the previous annual meeting of the retirement village
- Statements of the balance of the capital replacement fund or maintenance reserve fund or

Income and expenditure for general services at the end of the previous three financial years of the retirement village

- Statements of the balance of any Body Corporate administrative fund or sinking fund at the end of the previous three years of the retirement village
- Examples of contracts that residents may have to enter into
- Village dispute resolution process
- Village by-laws
- Village insurance policies and certificates of currency
- A current public information document (PID) continued in effect under section 237I of the Act (this applies to existing residence contracts)

An example request form containing all the necessary information you must include in your request is available on the Department of Housing and Public Works website.

Further Information

If you would like more information, contact the Department of Housing and Public Works on 13 QGOV (13 74 68) or visit our website at www.hpw.qld.gov.au

General Information

General information and fact sheets on retirement villages: www.qld.gov.au/retirementvillages

For more information on retirement villages and other seniors living options: www.qld.gov.au/seniorsliving

Regulatory Services, Department of Housing and Public Works

Regulatory Services administers the *Retirement Villages Act 1999*. This includes investigating complaints and alleged breaches of the Act.

Department of Housing and Public Works

GPO Box 690, Brisbane, QLD 4001

Phone: 07 3008 3450

Email: regulatoryservices@hpw.qld.gov.au

Website: www.hpw.qld.gov.au/housing

Queensland Retirement Village and Park Advice Service (QRVPAS)

Specialist service providing free information and legal assistance for residents and prospective residents of retirement villages and manufactured home parks in Queensland.

Caxton Legal Centre Inc.

1 Manning Street, South Brisbane, QLD 4101

Phone: 07 3214 6333

Email: caxton@caxton.org.au

Website: www.caxton.org.au

Department of Human Services (Australian Government)

Information on planning for retirement and how moving into a retirement village can affect your pension

Phone: 132 300

Website: www.humanservices.gov.au/individuals/subjects/age-pension-and-planning-your-retirement

Seniors Legal and Support Service

These centres provide free legal and support services for seniors concerned about elder abuse, mistreatment or financial exploitation.

Caxton Legal Centre Inc.

1 Manning Street, South Brisbane, QLD 4101

Phone: 07 3214 6333

Email: caxton@caxton.org.au

Website: <https://caxton.org.au>

Queensland Law Society

Find a solicitor

Law Society House

179 Ann Street, Brisbane, QLD 4000

Phone: 1300 367 757

Email: info@qls.com.au

Website: www.qjs.com.au

Queensland Civil and Administrative Tribunal (QCAT)

This independent decision-making body helps resolve disputes and reviews administrative decisions.

GPO Box 1639, Brisbane, QLD 4001

Phone: 1300 753 228

Email: enquiries@qcat.qld.gov.au

Website: www.qcat.qld.gov.au

Department of Justice and Attorney-General

Dispute Resolution Centres provide a free, confidential and impartial mediation service to the community.

Phone: 07 3006 2518

Toll free: 1800 017 288

Website: www.justice.qld.gov.au

Livable Housing Australia (LHA)

The Livable Housing Guidelines and standards have been developed by industry and the community to provide assurance that a home is easier to access, navigate and live in, as well as more cost effective to adapt when life's circumstances change.

Website: www.livablehousingaustralia.org.au/