

Village Comparison Document

Retirement Villages Act 1999 (Section 74)

ABN: 86 504 771 740

This form is effective from 1 February 2019



Name of village: **IRT Woodlands**

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 <https://www.irt.org.au/location/irt-woodlands/>
- 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 *1February 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: IRT Woodlands Street Address: 22 Lacebark Street, Meridian Plains QLD 4551
1.2 Owner of the land on which the retirement village scheme is located	Name of land owner: Illawarra Retirement Trust t/a IRT Group Australian Company Number (ACN): 000 726 536 Address: Level 3, 77 Market Street, Wollongong NSW 2500
1.3 Village operator	Name of entity that operates the retirement village (scheme operator): Illawarra Retirement Trust t/a IRT Group Australian Company Number (ACN): 000 726 536 Address: Level 3, 77 Market Street, Wollongong NSW 2500 Date entity became operator: 8 February 2016
1.4 Village management and onsite availability	Name of village management entity and contact details: Illawarra Retirement Trust t/a IRT Group Australian Company Number (ACN): 000 726 536 Phone: 134 478 Email: customerservice@irt.org.au An onsite manager (or representative) is available to residents: <input checked="" type="checkbox"/> Full time Onsite availability includes: Weekdays: 8.30am to 5.00pm (excluding public holidays) Weekends: Not available

Part 2 – Age limits

2.1 What age limits apply to residents in this village?	The resident, or in the case of joint residents, both residents, must be at least 55 years of age. The scheme operator may, in its absolute and unfettered discretion, approve an Application to reside in the village by joint residents where only one resident is 55 years of age or older.
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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:	<input type="checkbox"/> Freehold (owner resident) <input type="checkbox"/> Lease (non-owner resident) <input checked="" type="checkbox"/> Licence (non-owner resident) <input type="checkbox"/> Share in company title entity (non-owner resident) <input type="checkbox"/> Unit in unit trust (non-owner resident) <input type="checkbox"/> Rental (non-owner resident) <input type="checkbox"/> Other
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Accommodation types

3.2 Number of units by accommodation type and tenure	There are 62 units in the village, comprising 62 single story units
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Accommodation Unit	Freehold	Leasehold	Licence	Other
Independent living units				
Studio				
- One bedroom				
- Two bedrooms			22	
- Three bedrooms			40	
Serviced units				
- Studio				
- One bedroom				
- Two bedrooms				
- Three bedrooms				
Other				
Total number of units			62	

Access and design

3.3 What disability access and design features do the units and the village contain?	<input type="checkbox"/> Level access from the street into and between all areas of the unit (i.e. no external or internal steps or stairs) in <input checked="" type="checkbox"/> all units <input type="checkbox"/> Alternatively, a ramp, elevator or lift allows entry into <input type="checkbox"/> all <input type="checkbox"/> some units <input type="checkbox"/> Step-free (hobless) shower in <input type="checkbox"/> all <input type="checkbox"/> some units <input type="checkbox"/> Width of doorways allow for wheelchair access in <input type="checkbox"/> some units <input type="checkbox"/> Toilet is accessible in a wheelchair in <input type="checkbox"/> all <input type="checkbox"/> some units <input type="checkbox"/> Other key features in the units or village that cater for people with disability or assist residents to age in place <input checked="" type="checkbox"/> None
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Part 4 – Parking for residents and visitors

4.1 What car parking in the village is available for residents?	<input type="checkbox"/> All units with own garage or carport attached or adjacent to the unit <input checked="" type="checkbox"/> General car parking for residents in the village <input checked="" type="checkbox"/> Other parking e.g. caravan or boat: 11 caravan parking spaces.
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Restrictions on resident's car parking include:
 Where the Unit does not have a garage or carport, the resident shall not keep or frequently or regularly bring or park in or about the Unit or any part of the Village any motor vehicle or motorcycle without the prior written consent of the Scheme Operator.
 No parking on the grass.

4.2 Is parking in the village available for visitors?
 Yes No
 Visitors are to park in designated visitor parking spaces or may park in the driveway of the resident's premises, where space permits.
 Visitors are discouraged from parking on the grass.

Part 5 – Planning and development

5.1 Is construction or development of the village complete?
 Year village construction started: 2016
 Fully developed / completed
 Partially developed / completed
 Construction yet to commence

5.2 Is there development approval or a development application pending for further development or redevelopment of the village?
 Development approval granted
 Yes No
Staged Development and alterations
 The scheme operator reserves the right to make some alterations to the layout of the village and unit designs in the village currently proposed which may increase to decrease the number of unit. The Scheme Operator may decide not to proceed with the construction of some units.
 Construction of the village will be financed by the owner of the land. Residents shall only have access over retirement village land that has been developed to completion and shall not have any rights of access over land still under construction. Timing of construction will occur in the Scheme Operators discretion having regard to market conditions, sales and construction factors.
 Stage 5 is currently under construction with Stages 6 to 9 pending.

Stage	Duration	Start	Finish
Building Works 5	3 months	Tue 1/01/19	Mon 25/03/19
Building Works 6	5 months	Tue 26/03/19	Mon 12/08/19
Building Works 7	6 months	Tue 13/08/19	Mon 27/01/20
Building Works 8	6 months	Tue 28/01/20	Mon 13/07/20
Building Works 9	6 months	Tue 14/07/20	Mon 28/12/20

Development application pending
 Yes No
 Note: see notice at end of document regarding inspection of the development approval documents.

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"/> | Medical consultation room |
| <input checked="" type="checkbox"/> | Arts and crafts room | <input checked="" type="checkbox"/> | Restaurant |
| <input type="checkbox"/> | Auditorium | <input type="checkbox"/> | Shop |
| <input checked="" type="checkbox"/> | BBQ area outdoors | <input checked="" type="checkbox"/> | Swimming pool [outdoor / heated] |
| <input type="checkbox"/> | Billiards room | <input checked="" type="checkbox"/> | Separate lounge in community centre |
| <input checked="" type="checkbox"/> | Bowling green [indoor] | <input checked="" type="checkbox"/> | Spa [outdoor / heated] |
| <input type="checkbox"/> | Business centre (e.g. computers, printers, internet access) | <input checked="" type="checkbox"/> | Storage area for boats / caravans |
| <input checked="" type="checkbox"/> | Chapel / prayer room | <input type="checkbox"/> | Tennis court [full/half] |
| <input type="checkbox"/> | Communal laundries | <input type="checkbox"/> | Village bus or transport |
| <input checked="" type="checkbox"/> | Community room or centre | <input type="checkbox"/> | Workshop |
| <input type="checkbox"/> | Dining room | <input type="checkbox"/> | Other |
| <input checked="" type="checkbox"/> | Gardens | | |
| <input checked="" type="checkbox"/> | Gym | | |
| <input checked="" type="checkbox"/> | Hairdressing or beauty room | | |
| <input checked="" type="checkbox"/> | Library | | |

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).

All Facilities selected in item 6.1 (with the exclusion of the storage area for boats/caravans) are all shared with IRT Woodlands Residential Care Facility.

Restrictions

Residents shall not hold or permit to be held any gathering of persons within the community room which exceed 5 persons in number or which is a meeting of an outside club or organisation without our consent, which we can provide or withhold in our absolute discretion.

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:

Name: IRT Woodlands Residential Care Facility

Approved Provider: Illawarra Retirement Trust

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

<p>7.1 What services are provided to all village residents (funded from the General Services Charge paid by residents)?</p>	<p>Management and administration services including staff costs</p> <p>Village bus expenses, including fuel, registration, insurance and minor repairs.</p> <p>Cleaning & maintenance of communal areas</p> <p>Council rates</p> <p>Power rates for communal areas</p> <p>Water Rates</p> <p>Audit fees</p> <p>Village Insurance</p> <p>Gardening costs for communal areas</p>
<p>7.2 Are optional personal services provided or made available to residents on a user-pays basis?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>7.3 Does the retirement village operator provide government funded home care services under the <i>Aged Care Act 1997 (Cwth)</i>?</p>	<p><input checked="" 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 IRT Home Care Sunshine Coast NAPS ID No. 19412)</p> <p><input type="checkbox"/> Yes, home care is provided in association with an Approved Provider: IRT Home Care</p> <p><input 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 *Aged Care Act 1997 (Cwth)*. These home care services are not covered by the *Retirement Villages Act 1999 (Qld)*.

Residents can choose their own approved Home Care Provider and are not obliged to use the retirement village provider, if one is offered.

Part 8 – Security and emergency systems

<p>8.1 Does the village have a security system?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>8.2 Does the village have an emergency help system?</p>	<p><input type="checkbox"/> Yes - all residents <input type="checkbox"/> Optional <input checked="" type="checkbox"/> No</p>
<p>8.3 Does the village have equipment that provides for the safety</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>First aid kit</p>

or medical emergency of residents?	
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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	\$ to \$.....
	- One bedroom	\$ to \$.....
	- Two bedrooms	\$ 324,000 to \$682,000
	- Three bedrooms	\$ 480,000 to \$727,000
	Serviced units	
	- Studio	\$ to \$.....
	- One bedroom	\$ to \$.....
	- Two bedrooms	\$ to \$.....
	- Three bedrooms	\$ to \$.....
	Other	\$ to \$.....
	Full range of ingoing contributions for all unit types	\$ 324,000 to \$727,000

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?

Yes No

The Ingoing Contribution payable differs depending on which option is chosen.

Option 1: Exit fee is charged at 5% each year for seven (7) years of the Ingoing Contribution advanced by you for each year you reside in your unit (and in respect of any part year the Exit Fee will be calculated on a daily basis) provided that the Exit Fee will not exceed 35% of the Ingoing Contribution advanced by you.

Option 2: There is no Exit Fee as the Ingoing Contribution is fully refundable.

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.

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		
All units pay a flat rate (2018/2019)	\$75.92	\$17.54

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 -)
2017/2018	\$72.00	+2%	\$17.08	+6 %
2016/2017	\$70.85	0%	\$16.15	0%
2015/2016	\$70.85	N/A	\$16.15	N/A

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"/> Water
	<input type="checkbox"/> Home insurance (freehold units only)	<input checked="" type="checkbox"/> Telephone
	<input checked="" type="checkbox"/> Electricity	<input checked="" type="checkbox"/> Internet
	<input checked="" type="checkbox"/> Gas	<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 type="checkbox"/> Unit fixtures
	<input type="checkbox"/> Unit fittings
	<input type="checkbox"/> Unit appliances
	<input checked="" type="checkbox"/> None
	Additional information: Residents are responsible for the maintenance, repair and replacement of any items of capital they own.

<p>10.4 Does the operator offer a maintenance service or help residents arrange repairs and maintenance for their unit? If yes: provide details, including any charges for this service.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>As soon as residents become aware of the need for maintenance or repairs to be carried out, they are required to notify us by calling our maintenance hotline to log a request.</p> <p>This excludes any items of capital owned by the resident.</p>
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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).

<p>11.1 Do residents pay an exit fee when they permanently leave their unit? If yes: list all exit fee options that may apply to new contracts</p>	<p><input type="checkbox"/> Yes – all residents pay an exit fee calculated using the same formula</p> <p><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</p> <p><input type="checkbox"/> No exit fee</p> <p><input checked="" type="checkbox"/> Other:</p> <p>Option 1: Exit fee is charged at 5% each year for seven (7) years of the Ingoing Contribution advanced by you for each year you reside in your unit (and in respect of any part year the Exit Fee will be calculated on a daily basis) provided that the Exit Fee will not exceed 35% of the Ingoing Contribution advanced by you.</p> <p>Option 2: There is no Exit Fee as the Ingoing Contribution is fully refundable.</p>
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<p>Time period from date of occupation of unit to the date the resident ceases to reside in the unit</p>	<p>Exit fee calculation based on:</p> <p>Option 1: your ingoing contribution</p> <p>Option 2: not applicable.</p>
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<p>Option 1: Years 1 to Year 7</p>	<p>5% of your ingoing contribution per year</p>
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Note: if the period of occupation is not a whole number of years, the exit fee will be worked out on a daily basis.

For Option 1:
The maximum (or capped) exit fee is 35% of the ingoing contribution after 7 years of residence.
The minimum exit fee is 1/365 x 5% of the Ingoing Contribution.

For Option 2:
Not applicable - there is no Exit Fee.

<p>11.2 What other exit costs do residents need to pay or contribute to?</p>	<p><input type="checkbox"/> Sale costs for the unit</p> <p><input checked="" type="checkbox"/> Legal costs</p>
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	<input type="checkbox"/> Other costs
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"> • <i>fair wear and tear; and</i> • <i>renovations and other changes to the condition of the unit carried out with agreement of the resident and operator.</i> <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> Entry and exit inspections and reports are undertaken by the operator and resident to assess the condition of the unit.
12.2 Is the resident responsible for renovation of the unit when they leave the unit?	<input checked="" type="checkbox"/> No <i>Renovation means replacements or repairs other than reinstatement work.</i> 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.
Part 13– Capital gain or losses	
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?	<input checked="" type="checkbox"/> No

Part 14 – Exit entitlement

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.

14.1 How is the exit entitlement which the operator will pay the resident worked out?

After termination of this contract:

- (a) We will repay you the ingoing contribution
- (b) You must pay us (or we may set off and deduct from the amount we must pay you described in (a) above):
 - the exit fee
 - any amounts that you owe to us under the residence contract or the *retirement villages laws*, and
 - the amount by which (if any) the agreed resale value exceeds an offer you accept for the premises.

14.2 When is the exit entitlement payable?

By law, the operator must pay the exit entitlement to a former resident on or before the **earliest** of the following days:

- 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).

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.

14.3 What is the turnover of units for sale in the village?

2 accommodation units were vacant as at the end of the last financial year

1 accommodation units were resold during the last financial year

Approximately 4 - 6 months was the average length of time to sell a unit over the last three financial years

Part 15– Financial management of the village

15.1 What is the financial status for the funds that the operator is required to maintain under the *Retirement Villages Act 1999*?

General Services Charges for the last 3 years		
Financial Year	Deficit/Surplus	Change from previous year
2017/2018	\$72,080 Deficit	+225%
2016/2017	\$22,182 Deficit	+31%
2015/2016	\$16,953 Deficit	N/A
Balance of Maintenance Reserve Fund for last financial year <i>OR</i> last quarter if no full financial year available		\$44,491
Balance of Capital Replacement Fund for the last financial year <i>OR</i> last quarter if no full financial year available		\$179,965
Percentage of a resident ingoing contribution applied to the Capital Replacement Fund		1.36% (2018/2019)

	<p>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.</p>	
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Part 15– Financial management of the Body Corporate (Not Applicable)

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.

<p>16.1 Is the resident responsible for arranging any insurance cover?</p> <p>If yes, the resident is responsible for these insurance policies:</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, the resident is responsible for these insurance policies:</p> <p>Contents Insurance</p>
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Part 17 – Living in the village
Trial or settling in period in the village

<p>17.1 Does the village offer prospective residents a trial period or a settling in period in the village?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
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Pets

<p>17.2 Are residents allowed to keep pets?</p> <p>If yes: specify any restrictions or conditions on pet ownership</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>A Resident shall not keep any animal in or about any Unit or the Common Areas without the prior written consent of the Scheme Operator which consent may be revoked at any time.</p> <p>Residents are reminded that pets owned prior to their entry date and subsequent replacement pets may only be kept with the written permission of the Manager.</p> <p>Replacement pets must be a minimum of 2 years old, and where possible from a refuge. The replacement pet must be of similar breed and size to the original pet. Approval of a replacement pet is conditional to the resident being capable of independently managing activities of daily living. (That is, no regular additional support such as meals on wheels or in home care services (IHC) are required for the resident/s.)</p>
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	<p>Dogs which are permitted must be on a leash whilst in the Village Common Areas and roadways.</p> <p>Pets are to be prevented from fouling the Common Areas and gardens in the Village.</p> <p>All animal owners are reminded of the Council By-laws in the matter of fouling footpaths.</p>
Visitors	
<p>17.3 Are there restrictions on visitors staying with residents or visiting?</p> <p>If yes: specify any restrictions or conditions on visitors (e.g. length of stay, arrange with manager)</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>The Resident will not without the prior written consent of the Scheme Operator allow or permit any persons other than the Resident and the spouse of the Resident to remain or reside in the Unit for any period in excess of three (3) consecutive weeks at a time or a total of six (6) weeks in any twelve (12) month period nor will the resident without such consent permit any person to occupy the Unit whilst the Resident is absent.</p>
Village by-laws and village rules	
<p>17.4 Does the village have village by-laws?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><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></p> <p><i>Note: See notice at end of document regarding inspection of village by-laws</i></p>
<p>17.5 Does the operator have other rules for the village</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes: Rules may be made available on request</p>
Resident input	
<p>17.6 Does the village have a residents committee established under the Retirement Villages Act 1999?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><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></p> <p><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></p>
Part 18 – Accreditation	
<p>18.1 Is the village voluntarily accredited through an industry-based accreditation scheme?</p>	<p><input checked="" type="checkbox"/> No, village is not accredited</p> <p><input type="checkbox"/> Yes, village is voluntarily accredited through:</p>
<p>Note: Retirement village accreditation schemes are industry-based schemes. The <i>Retirement Villages Act 1999</i> does not establish an accreditation scheme or standards for retirement villages.</p>	

Part 19 – Waiting list

19.1 Does the village maintain a waiting list for entry?

Yes No

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/