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From: Alison Cook <alison.cook@ccgt.com.au>
Sent: Friday, 11 September 2015 3:29 PM
To: s22
Cc: Greg Best
Subject: CCGT - Completion Report CDG021 - Central Coast Youth Skills & Employment Centres Project - PART 1
Attachments: Project Completion Report Pack.pdf; Practical Activity Completion Certification.pdf; Practical Project Completion Certification.pdf; Expenditure Report.pdf; Invoices & Bank Statements.pdf; Milestone Inv 2 Commonwealth of Australia.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon s22

I hope you are well and thank you again for your assistance throughout the project.

Please find attached the first part of the Completion Report for CDG021 – Central Coast Youth Skills & Employment Centres Project. The following attachments are included in this e-mail with a second e-mail to follow with further attachments:

- CDG021 Project Completion Report Pack
- CDG021 Practical Activity Completion Certification
- CDG021 Practical Project Completion Certification
- Expenditure Report
- Invoices and bank statements
- Milestone 2 Invoice

Just so you are aware I will be on annual leave until 1st October 2015 so should you have any queries I was wondering if you would be able to hold these over until my return? I understand the report is not due until the 30th September however as I am going on leave I wanted to ensure you had this before the due date.

Kind Regards,

Alison Cook
Operations Manager

p 02 4353 2655 f 02 4353 4647
e alison.cook@ccgt.com.au
3 Bounty Close, Tuggerah NSW 2259
Postal Address: PO Box 3100, Tuggerah NSW 2259

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REGIONAL PROGRAMMES – PROJECT COMPLETION REPORT PACK**Project Completion Reporting – As per the requirements of the Funding Agreement**

The templates included in this pack have been provided for the purpose of meeting Your Project Completion reporting requirements under the Funding Agreement (the Agreement). Funding recipients are required to prepare reports using these provided templates.

Your submission of the Project Completion Report must contain documentary evidence satisfying the requirements of the final Milestone at Annexure A and the terms of the Funding Agreement.

If Assets or Property have been purchased using Departmental funding, You are also required to complete the Asset and Property Register.

Submitting reports

Please submit reports by email to the email address at the top of the following Project Completion Report Template, attaching any evidence of progress such as photographs and copies of promotional materials as appropriate.

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REGIONAL PROGRAMMES – PROJECT COMPLETION REPORT PACK

Programme Name:	Community Development Grants (CDG) Programme
Proponent Name:	Central Coast Group Training Ltd
Project Name:	Central Coast Youth Skills and Employment Centres Project
ID number:	CDG021
Report Date:	Completion Report due 30 September 2015

Please complete the following report and return it via email to s22 :
30 September 2015– within 3 months from date Practical Project Completion was achieved.

Attach any evidence, such as photos of all components listed below and not previously provided and copies of promotional materials together with any other supporting documentation, as appropriate.

Overdue Milestones still to be met

Milestone Number	Final Milestone Description	Due Date	Date Achieved	Detail the evidence you have provided with this report to demonstrate achievement of each Milestone element (e.g. photos, approvals, permits, contracts. Note: all photos need to be labelled and dated). If you have not been able to achieve the element, refer to Question 1.
N/A				

Final Milestone

Milestone Number	Final Milestone Description	Due Date	Date Achieved	Detail the evidence you have provided with this report to demonstrate achievement of each individual element of the Milestone (e.g. photos, approvals, permits, contracts. Note: all photos need to be labelled and dated). If you have not been able to achieve the element, refer to Question 1.
2	Evidence acceptable to Us that all requirements under item 2.7 of the Schedule and 3.3 of the Schedule have been met and the following has been achieved: <ul style="list-style-type: none"> the Activity, at Item 1.5 of the Schedule, is complete; the Project, at Item 1.1 of the Schedule, is complete; evidence that all approvals required to enable public access and use of the facility have been met; and the project has been opened to the public and is fully operational. 	30 June 2015	30 June 2015	Photos Asset Register Invoices Bank statements Launch Photos

Please include any appropriate classifications or certifications that have been obtained with regard to the completed project.

REGIONAL PROGRAMMES – PROJECT COMPLETION REPORT PACK

Completion of the Project defined at item 1.1 of the Schedule as follows:	Due Date	Date Achieved	Detail the evidence you have provided with this report to demonstrate achievement of each individual element of the Project
The Project to be undertaken by You is for stage 1 of the Central Coast Youth Skills and Employment Centres project. Stage 1 will provide for the purchase of computer hardware and software, and Solar PV energy array for the new Central Coast Youth Skills and Employment Centre. The Project will include the Activity that the Programme will fund, defined in more detail in item 1.5.	30 June 2015	30 June 2015	Photos Asset Register Invoices Bank statements Launch Photos

Activity Completion

Completion of the Activity defined at item 1.5 of the Schedule as follows:	Due Date	Date Achieved	Detail the evidence you have provided with this report to demonstrate achievement of each individual element of the Activity
The Activity to be undertaken by You is the purchase and installation of: <ul style="list-style-type: none"> • Data Communications and Networking including: <ul style="list-style-type: none"> – 10Mbit upstream and 10 Mbit downstream fibre optic connection; – internet access controller; and – main router. 	30 June 2015	18 May 2015	E-mail Notification of completion from Pacnet Asset Register Invoices Photos
<ul style="list-style-type: none"> • Technology Enabling Services including: <ul style="list-style-type: none"> – computer room air conditioning; – at least three deep 45 rack unit cabinets; – uninterrupted power supply system; – Keyboard Video Mouse interface (KVM over IP); and – 70KW solar PV energy array. 	30 June 2015	20 March 2015	Invoices Photos Asset register
<ul style="list-style-type: none"> • Server based services including: <ul style="list-style-type: none"> – at least 4 HP KL380 high end rack mount servers; – storage area network; and – at least two QNAP 48TB Network attached storage devices. 	30 June 2015	30 June 2015	Invoices Photos Asset register
<ul style="list-style-type: none"> • Site networking including: <ul style="list-style-type: none"> – IP network switches; and – slimline ceiling mount access wireless points. 	30 June 2015	30 June 2015	Invoices Photos Asset Register
<ul style="list-style-type: none"> • Communications including: <ul style="list-style-type: none"> – at least 36 licensed IP based telephone handsets; and – Polycom RPG500 series tele- and video-conferencing system. 	30 June 2015	30 June 2015 7 May 2015	Invoices Photos Asset register
<ul style="list-style-type: none"> • Distributed Technology including: <ul style="list-style-type: none"> – at least 30 Notebook computers, 30 iPad devices and storage/power carts for iPad devices for the Training Room; – power, data and audio-visual services to outdoor hub area; 	30 June 2015	30 June 2015	Invoices Photos Asset Register

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REGIONAL PROGRAMMES – PROJECT COMPLETION REPORT PACK

<ul style="list-style-type: none"> - at least five Apple iMac Consoles; - at least two Colorworks printers; and - data cabling throughout the facility. 			
<ul style="list-style-type: none"> • Enabling Technologies including: <ul style="list-style-type: none"> - TimeTarget, a payroll software; - Jobready, an integrated offline information capture system; - governance, risk management, and compliance (GRC) software; and - Internet Presence Management (IPM) internet accessible software. 	30 June 2015	30 June 2015	Invoices Photos Asset Register

Project Completion Reporting Requirements

In accordance with Funding Agreement Schedule the Project Completion Report must contain:	Due Date	Date Achieved	Detail the evidence you have provided with this report to demonstrate you have complied with Clause 10 and Item 3 of the Funding Agreement
<ul style="list-style-type: none"> • an Assets and Property Register as specified in item 5 of this Schedule; 	30 June 2015	3 August 2015	Asset schedule Invoices Bank statements
<ul style="list-style-type: none"> • copies of any published reports, promotional material, media publicity, pamphlets or other documentation relevant to the Project, not already included in the Progress Reports. 	30 June 2015	4 August 2015	Brochure Launch Photos

1. If any of your Project/Activity/Milestone elements have not been achieved or have not been met, for each one please provide details of:
 - a) Why that Project/Activity/Milestone element has not been achieved;
 - b) When you are now expecting that Project/Activity/Milestone element to be achieved; and,
 - c) What impact, if any, this is likely to have on the Project?

N/A

2. How successful was your planning and the process you used to implement the Project?

Overall the planning phase worked well to establish the requirements for what we needed to achieve in the timeframe provided. Consultation meetings with each provider assisted greatly in ensuring there was an understanding of what needed to be achieved within the timeframes we had.

3. Where you experienced delays in meeting your Milestones, please summarise any mitigating circumstances and remedial action you undertook?

There were some delays with the installation of the software components of the project however due to contingences provisioned during the planning phase this did not affect the milestones being achieved.

4. Do you have any suggestions to improve the practices undertaken by your organisation in delivering the Project or the Department in administering the funding?
If YES: please include details.

No

5. Have you obtained the in-kind contributions as outlined in Annexure B of the Agreement?
If NO: why not?

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REGIONAL PROGRAMMES – PROJECT COMPLETION REPORT PACK

If YES: please provide details of the supplier and nature of the contribution and attach appropriate evidence (eg photos, employment records, etc)

N/A

6. Can you please provide us with a paragraph or two about the benefits this project has brought to your region (for example economic growth, community benefit, social inclusion benefit, creation of training opportunities etc.).

The IT Overlay Project is one of the most ambitious and innovative technology injections into a community facility in our Region. This technology upgrade custom designed and dovetailed into our recently completed and highly successful Business and Skills Centre has provided the technological cohesion between the built form and the e-platforms that it represents.

Distilled down, this technology is an enabler delivering significant social inclusion around employment opportunities, training and mentoring. This is highlighted through the IT Overlay delivering a state-of-the-art computer lab, business Start-Up Hubs and innovative software around e-conferencing / e-training facilities. This IT injection is capped off with a specialised physical break-out space, Wi-Fi enabled known in the Centre as the Wi-Fi Gardens. The environment that this facility has captured for business and training expertise is second to none and has resulted in many other strategic partners, not-for-profits and employment organisations joining us, utilising and engaging these community facilities.

7. Can you please provide us with information on the number of short and long term jobs that have been created as a direct result of the project.

With the facility being delivered on time and on budget and officially opened on the 4th August 2015 by our Federal Member Ms Karen McNamara, it is early days around our exact numbers, however we envisage this employment enabler project to provide significant outcomes particularly for young job seekers. The technology has provided for our state-of-the-art computer lab, innovative training rooms and business start-up hubs, all supported by the technology within this project. Already in the first two weeks of operation, we have two business start-up hubs fully active with numerous enquiries for the remaining five hubs in the pipeline.

8. Please attach any copies of the following that relate to your project and that you have not already provided and indicate below what has been attached.

- **Published reports** **Attached**
- **Promotional material** **Attached**
- **Media publicity** **Attached**
- **Pamphlets** **Attached**
- **Other** **Attached, please specify Photos**

9. Has your Statement of Receipts and Expenditure been stamped or endorsed by a CEO or General Manager? Yes No

For Office Use Only	
Has the funding recipient provided, to our satisfaction, all the information required under the Funding Agreement?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have the Statements of Receipts and Expenditure, Certification and an Asset Register been submitted?	Yes <input type="checkbox"/> No <input type="checkbox"/>

REGIONAL PROGRAMMES – PROJECT COMPLETION REPORT PACK

Has the activity been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Has the project been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Comments:	Contract Manager			

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REGIONAL PROGRAMMES – PROJECT COMPLETION REPORTING PACK

STATEMENT OF RECEIPTS AND EXPENDITURE
PROGRAM FUNDING

For the period: Date of first expenditure: 16 February 2015 to Reporting date: 20 August 2015

- GST registered recipients: report receipts and expenditure exclusive of GST
- Expenditure: report cash payments made + tax invoices held and cleared for payment but not yet paid.
- Please complete shaded fields

Total amount of Funding provided through Regional Programs: \$630,000

Receipts		\$630,000
Program Funding received		\$630,000
Interest on Program Funds		\$0
Total receipts (A):		\$630,000
Expenditure (List Cost Items as per the Activity Budget in Annexure B of the Agreement)	Budgeted Expenditure for the Activity as per the Activity Budget at Annexure B of the Agreement	Actual Expenditure
Purchase and Installation: Computer hardware and software, and Solar PV energy array	\$700,000	\$714,650.50?
Total expenditure (B):	\$714,650.50	
Net amount (A-B):		-\$84,650.50

Stamp or endorsement of CEO or General Manager:



Date: 20-8-2015

2.41

REGIONAL PROGRAMMES – PROJECT COMPLETION REPORTING PACK

**STATEMENT OF RECEIPTS AND EXPENDITURE
OTHER CONTRIBUTIONS (EXCLUDING IN-KIND)**

For the period: Date of first expenditure: 16 February 2015 to Reporting date: 20 August 2015

- **GST registered recipients: report all amounts exclusive of GST**
- **Other Contributors: list the names of the Other Contributors (excluding in-kind) listed in Annexure B of the Agreement**
- **Receipts: report actual cash received to date**
- **Expenditure: report cash payments made + tax invoices held and cleared for payment but not yet paid**

Other Contributor	Purpose (as per Annexure B of the Agreement)	Value of Other Contribution as per Annexure B of the Agreement \$ GST exclusive	Receipts \$ GST exclusive	Expenditure \$ GST exclusive
N/A				

Stamp or endorsement of CEO or General Manager:



Date: 20-8-15

REGIONAL PROGRAMS – PROJECT COMPLETION REPORTING PACK

ASSET AND REAL PROPERTY REGISTER
As at Reporting date: 30 June 2015

Asset/Property description (include barcode or other identifier if appropriate)	Location of Asset/Property and contact officer	Purchase price or total lease cost (\$)	Purchase date or lease commencement date	Type and term of lease	Disposal date and method (and date of disposal approval)	Proportion of asset/property purchased with Program Funds (%)
iMac: SN: C02PD0GDFY14	CCGT – Greg Best	\$3024	10/03/2015	N/A	N/A	100%
iMac: SN: C02PD0DXFY14	CCGT – Greg Best	\$3024	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7HALFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7GNSFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7J4LFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7HDZFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7HABFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7HFOFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7H9LFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7HS9FK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7HELFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7CE7FK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7FQGFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPP7HDLFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%

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REGIONAL PROGRAMS – PROJECT COMPLETION REPORTING PACK

Asset/Property description (include barcode or other identifier if appropriate)	Location of Asset/Property and contact officer	Purchase price or total lease cost (\$)	Purchase date or lease commencement date	Type and term of lease	Disposal date and method (and date of disposal approval)	Proportion of asset/property purchased with Program Funds (%)
iPad Air: SN:DMP7H6XFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMP7HDJFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMP7H58FK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMP7HEAFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMP7H3WFK11	CCGT – Greg Best	\$489	10/03/2015	N/A	N/A	100%
iPad Air: SN:DMPQ50PCF4YF	CCGT – Greg Best	\$632	29/07/2015	N/A	N/A	100%
iPad Air: SN:DMPQ40RAF4YF	CCGT – Greg Best	\$632	29/07/2015	N/A	N/A	100%
iPad Air: SN:DMPQ40N9F4YF	CCGT – Greg Best	\$632	29/07/2015	N/A	N/A	100%
iPad Air: SN:DMPQ20YFF4YF	CCGT – Greg Best	\$632	29/07/2015	N/A	N/A	100%
iPad Air: SN:DMPQ421NF4YF	CCGT – Greg Best	\$632	29/07/2015	N/A	N/A	100%
iPad Air 2: SN:DLXQ45BVG5YL	CCGT – Greg Best	\$801	29/07/2015	N/A	N/A	100%
iPad Air 2: SN:DLXQ45PJG5YL	CCGT – Greg Best	\$801	29/07/2015	N/A	N/A	100%
iPad Air 2: SN:DLXQ45DRG5YL	CCGT – Greg Best	\$801	29/07/2015	N/A	N/A	100%
iPad Air 2: SN:DMPQ4JEXG5YL	CCGT – Greg Best	\$801	29/07/2015	N/A	N/A	100%
iPad Air 2: SN:DMPQ4JLNG5YL	CCGT – Greg Best	\$801	29/07/2015	N/A	N/A	100%
iPad Air 2: SN:DMPQ46WGG5YL	CCGT – Greg Best	\$801	29/07/2015	N/A	N/A	100%
iPad Air 2: SN:DMPQ4EAUJ5YL	CCGT – Greg Best	\$801	29/07/2015	N/A	N/A	100%
iPad Air 2: SN:DMPQ4E50G5YL	CCGT – Greg Best	\$801	29/07/2015	N/A	N/A	100%
MacBook Air: SN:C02P83RG940	CCGT – Greg Best	\$1025	10/03/2015	N/A	N/A	100%

REGIONAL PROGRAMS – PROJECT COMPLETION REPORTING PACK

Asset/Property description (include barcode or other identifier if appropriate)	Location of Asset/Property and contact officer	Purchase price or total lease cost (\$)	Purchase date or lease commencement date	Type and term of lease	Disposal date and method (and date of disposal approval)	Proportion of asset/property purchased with Program Funds (%)
Apple Care+ for iPads	Auto-enroll on activation	\$4558	10/03/2015	24 months	N/A	100%
Apple Care for MacBook Air	Auto-enroll on activation	\$228	10/03/2015	24 months	N/A	100%
Apple Care for iMacs	Auto-enroll on activation	\$310	10/03/2015	24 months	N/A	100%
Bretford PSY Station for iPads	CCGT – Greg Best	\$2369	10/03/2015	N/A	N/A	100%
Fibre Optic Connectivity	CCGT – Greg Best	\$57,000	17/03/2015	36 Months	N/A	100%
Internet Access Controller	CCGT – Greg Best	\$8,760	24/03/2015	N/A	N/A	100%
Firewall Router	CCGT – Greg Best	\$5,965	24/03/2015	N/A	N/A	100%
Data Racking / Cabinets	CCGT – Greg Best	\$6,000	24/03/2015	N/A	N/A	100%
Uninterruptible Power Supply	CCGT – Greg Best	\$20,000	24/03/2015	N/A	N/A	100%
IPKVM – Keyboard Video Mouse	CCGT – Greg Best	\$2,000	24/03/2015	N/A	N/A	100%
Core Servers – HP DL380G8	CCGT – Greg Best	\$41,582.40	24/03/2015	N/A	N/A	100%
Storage Area Network – HP2040SAN	CCGT – Greg Best	\$46,000	24/03/2015	N/A	N/A	100%
Virtualisation: VMWare vSphere 5	CCGT – Greg Best	\$35,000	24/03/2015	N/A	N/A	100%
HUB and offsite replication storage	CCGT – Greg Best	\$16,100	24/03/2015	N/A	N/A	100%
Network Switches	CCGT – Greg Best	\$20,500	24/03/2015	N/A	N/A	100%
Wireless Access Points	CCGT – Greg Best	\$10,999.98	24/03/2015	N/A	N/A	100%
36 IP Extensions and Licenses	CCGT – Greg Best	\$12,400	24/03/2015	N/A	N/A	100%
Laptops & Security Cabinet	CCGT – Greg Best	\$57,399.80	24/03/2015	N/A	N/A	100%
Data Cabling	CCGT – Greg Best	\$15,000	24/03/2015	N/A	N/A	100%

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REGIONAL PROGRAMS – PROJECT COMPLETION REPORTING PACK

Asset/Property description (include barcode or other identifier if appropriate)	Location of Asset/Property and contact officer	Purchase price or total lease cost (\$)	Purchase date or lease commencement date	Type and term of lease	Disposal date and method (and date of disposal approval)	Proportion of asset/property purchased with Program Funds (%)
Laptop software for training	CCGT – Greg Best	\$2,650	24/03/2015	N/A	N/A	100%
iPad Software for training	CCGT – Greg Best	\$4,210	24/03/2015	N/A	N/A	100%
Software for IT Equipment	CCGT – Greg Best	\$3,428	31/03/2015	N/A	N/A	100%
Plan & Design of IT Overlay	CCGT – Greg Best	\$10,080	24/03/2015	N/A	N/A	100%
DAIKIN FTXS/RXS95	CCGT – Greg Best	\$3,920	17/03/2015	N/A	N/A	100%
Solar PV System	CCGT – Greg Best	\$81,376.65	16/02/2015	Buy / Lease 7 Year	N/A	100%
Video Conferencing / AV	CCGT – Greg Best	\$47,628	17/03/2015	N/A	N/A	100%
Job Ready	CCGT – Greg Best	\$31,090	24/03/2015	N/A	N/A	100%
GRC System	CCGT – Greg Best	\$14,500	31/03/2015	N/A	N/A	100%
Training Room Set-up - Desks - Chairs - Power stations	CCGT – Greg Best	\$11,938	31/03/2015	N/A	N/A	100%
Outdoor Wi-Fi Training Hub Design	CCGT – Greg Best	\$950	04/03/2015	N/A	N/A	100%
Outdoor Wi-Fi / Training Hub	CCGT – Greg Best	\$41,467.50	21/04/2015	N/A	N/A	100%
Lineworks	CCGT – Greg Best	\$11,610	07/04/2015	N/A	N/A	100%
GTPaC – Payroll Software	CCGT - Greg Best	\$46,676.17	30/06/2015	N/A	N/A	100%
Colorworks Printers x 2	CCGT – Greg Best	\$15,000	08/05/2015	N/A	N/A	100%


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**REGIONAL PROGRAMS – PROJECT COMPLETION REPORTING PACK
CERTIFICATION**

Programme Name:	Community Development Grants (CDG) Programme
Proponent Name:	Central Coast Group Training Ltd
Project Name:	Central Coast Youth Skills and Employment Centres Project

In relation to the Funding Agreement between the Commonwealth of Australia as represented by the Department of Infrastructure and Regional Development and Central Coast Group Training Ltd for the Central Coast Youth Skills and Employment Centres Project, executed on 16 January 2015 (the Agreement), I certify that:

1. All Funding and Other Contributions received were expended for the purpose of the Activity and Project, and expended and held in a manner in accordance with the Agreement; and
2. Salaries and allowances paid to any person involved in the Activity under the Agreement were in accordance with the applicable award or agreement in force under the relevant law on industrial or workplace relations; and
3. All information in this Report is true and correct.


Signed
20-8-15
Date

Greg Best
Name
General Manager
Title

This Project Completion Report is to be signed by (or, if in electronic form, submitted by) the Chief Executive Officer, General Manager, Chief Financial Officer, or a person authorised by your organisation to complete and submit these forms on their behalf.

REGIONAL PROGRAMMES – PRACTICAL PROJECT COMPLETION
CERTIFICATION

This Certification will not be accepted by the Department unless it is signed by Council's
Chief Executive Officer or General Manager.


Programme:	Community Development Grants (CDG) Programme
Proponent Name:	Central Coast Group Training Ltd
Project Name:	Central Coast Youth Skills and Employment Centres Project

In relation to the Funding Agreement between the Commonwealth of Australia as
represented by the Department of Infrastructure and Regional Development and Central
Coast Group Training Ltd for the Central Coast Youth Skills and Employment Centres
Project, executed on 16 January 2015 (the Agreement), I hereby declare and certify that:

Construction is fully completed on all components listed in the Project in item 1.1 of the
Schedule, as detailed below:

The Project to be undertaken by You is for stage 1 of the Central Coast Youth Skills and
Employment Centres project. Stage 1 will provide for the purchase of computer hardware and
software, and Solar PV energy array for the new Central Coast Youth Skills and Employment
Centre. The Project will include the Activity that the Programme will fund, defined in more
detail in item 1.5.

The completion of construction on all components of the above Project was
achieved on the following date: 30 June 2015


Signed

20-8-15
Date

GREG BERT JP
Name

Chief Executive Officer/
General Manager/Equivalent
Title

This Certification must be signed by the Chief Executive Officer or General Manager.

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REGIONAL PROGRAMMES – PRACTICAL ACTIVITY COMPLETION
CERTIFICATION

This Certification will not be accepted by the Department unless it is signed by Council's Chief Executive Officer or General Manager.

Programme:	Community Development Grants (CDG) Programme
Proponent Name:	Central Coast Group Training Ltd
Project Name:	Central Coast Youth Skills and Employment Centres Project

In relation to the Funding Agreement between the Commonwealth of Australia as represented by the Department of Infrastructure and Regional Development and Central Coast Group Training Ltd for the Central Coast Youth Skills and Employment Centres Project, executed on 16 January 2015 (the Agreement), I hereby declare and certify that:

Construction is fully completed on all components listed in the Activity in item 1.5 of the Schedule, as detailed below:

<p>The Activity to be undertaken by You is the purchase and installation of.</p> <ul style="list-style-type: none"> • Data Communications and Networking including: <ul style="list-style-type: none"> – 10Mbit upstream and 10 Mbit downstream fibre optic connection; – internet access controller; and – main router.
<ul style="list-style-type: none"> • Technology Enabling Services including: <ul style="list-style-type: none"> – computer room air conditioning; – at least three deep 45 rack unit cabinets; – uninterrupted power supply system; – Keyboard Video Mouse interface (KVM over IP); and – 70KW solar PV energy array.
<ul style="list-style-type: none"> • Server based services including: <ul style="list-style-type: none"> – at least 4 HP KL380 high end rack mount servers; – storage area network; and – at least two QNAP 48TB Network attached storage devices.
<ul style="list-style-type: none"> • Site networking including: <ul style="list-style-type: none"> – IP network switches; and – slimline ceiling mount access wireless points.
<ul style="list-style-type: none"> • Communications including: <ul style="list-style-type: none"> – at least 36 licensed IP based telephone handsets; and – Polycom RPG500 series tele- and video-conferencing system.
<ul style="list-style-type: none"> • Distributed Technology including: <ul style="list-style-type: none"> – at least 30 Notebook computers, 30 iPad devices and storage/power carts for iPad devices for the Training Room; – power, data and audio-visual services to outdoor hub area; – at least five Apple iMac Consoles; – at least two Colorworks printers; and – data cabling throughout the facility.
<ul style="list-style-type: none"> • Enabling Technologies including: <ul style="list-style-type: none"> – TimeTarget, a payroll software; – Jobready, an integrated offline information capture system; – governance, risk management, and compliance (GRC) software; and – Internet Presence Management (IPM) internet accessible software.

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REGIONAL PROGRAMMES – PRACTICAL ACTIVITY COMPLETION
CERTIFICATION

The completion of construction on all components of the above Activity was
achieved on the following date: 30 June 2015

[Signature]
Signed

20-8-15
Date

GREG TESTA
Name

Chief Executive Officer/
General Manager/Equivalent
Title

This Certification must be signed by the Chief Executive Officer or General Manager.

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Invoice / Reference #	Actual Expenditure as at 07/08/2015	Payment Date	Comments
4331249276	\$ 1,253.00	10/03/2015	
4331626643	\$ 3,024.00	10/03/2015	
4331520060	\$ 3,334.00	10/03/2015	
4331211672	\$ 19,202.00	10/03/2015	
4333902841	\$ 2,369.00	10/03/2015	
4612179044	\$ 7,709.00	3/08/2015	Refund due to cellular iPad's required for field use
203436520-220245215	\$ 10,946.00	29/07/2015	Purchase of cellular iPad's for field use
577615487-1	\$ 57,000.00	17/03/2015	
3161	\$ 315,647.18	24/03/2015 & 23/06/2015	
41927	\$ 3,428.00	31/03/2015	
26847	\$ 3,920.00	17/03/2015	
1204	\$ 1,440.00	16/02/2015	
1202	\$ 3,847.00	16/02/2015	
1203	\$ 2,777.00	16/02/2015	
1274	\$ 13,092.91	30/06/2015	
1275	\$ 34,973.40	30/06/2015	
1276	\$ 25,246.34	30/06/2015	
4433	\$ 47,628.00	17/03/2015 & 05/05/2015	
15936	\$ 31,090.00	24/03/2015	
15-0005	\$ 14,500.00	31/03/2015	
7405	\$ 5,969.00	31/03/2015	
7438	\$ 485.00	16/07/2015	
7532	\$ 2,742.00	5/08/2015	
7541	\$ 2,742.00	7/08/2015	
4858	\$ 950.00	17/03/2015	
10211	\$ 41,467.50	21/04/2015	
15732	\$ 11,610.00	7/04/2015	
191494	\$ 15,000.00	8/05/2015	
503948	\$ 4,424.96	30/06/2015	
503928	\$ 1,239.21	30/06/2015	
503927	\$ 3,060.00	30/06/2015	
503908	\$ 3,485.00	30/06/2015	
503855	\$ 10,170.00	30/06/2015	
503854	\$ 15,180.00	30/06/2015	
503853	\$ 9,117.00	30/06/2015	
	\$ 714,650.50		

s47G

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Alison Cook

From: s47G
Sent: Monday, 18 May 2015 2:02 PM
To: s47G s47G
Cc: s47G
Subject: ccgt-tuggerah-pll Service Completion Notice - ccgt-tuggerah-pll



*** PLEASE USE REPLY-ALL FEATURE TO REPLY THIS EMAIL ***

Subject: ccgt-tuggerah-pll Service Completion Notice - ccgt-tuggerah-pll - Service Billing

Reference Number: DL000000004022

Dear Alison Cook,

This email is to advise s47G have received notification of the completion of your ccgt-tuggerah-pll.

User Details (required for identification when speaking to us, and checking usage online)

Username s47G
Password: s47G

IP Address Details: (required for connectivity)

WAN IP Range: s47G

WAN IP Address (Your equipment, e.g. Router): s47G

Subnet Mask: s47G

