

Project Mandate - Coralvale Regional Council - 25/09/2026

Mandate Header (From, To, Background)

Field	Entry
Council	Coralvale Regional Council (QLD)
Subject	Ridgeback Creek Water Treatment Plant
Date	25/09/2026
From	J. Smith, Manager Capital Delivery
To	Director Infrastructure Services
Prepared for	Chief Executive Officer and Executive Leadership Team
Background	Council resolved Option 3 in June 2026. Practical Completion is locked to the State grant funding deed. Wet season constrains the construction window.

Strategic Problem or Opportunity Statement

Ridgeback Creek Water Treatment Plant is at IPWEA NAMS+ Condition Grade 4 with a single 1980s clarifier train, manual dosing and no redundancy. Peak-day demand now exceeds firm capacity.

The problem statement is a present shortfall, not a forecast one. On peak days the plant cannot meet demand from its firm capacity. With a single clarifier train and no redundancy, there is no standby if that train is out of service.

Council has already resolved Option 3 as the response. The decision now sought is whether to authorise the work needed to deliver it within the funding and timing conditions set out below.

Project Objectives & Corporate Alignment

The target state is: A fully automated plant with 25 MLD firm capacity, duty/standby trains, SCADA integration and 1-in-100 year flood immunity.

The project objectives are to:

1. Close the firm capacity shortfall by delivering 25 MLD firm capacity. Whether 25 MLD meets current and forecast peak-day demand is [VERIFY], and the Project Brief must confirm it.
2. Remove the single point of failure by providing duty/standby trains.
3. Replace manual dosing with full automation and SCADA integration.
4. Provide 1-in-100 year flood immunity.
5. Reach Practical Completion by 15/12/2027, as required by the State grant funding deed.

Corporate Plan alignment: the project maps to the Coralvale Corporate Plan 2024-2029, Pillar 3 Sustainable Infrastructure, Goal 3.2. Its borrowing component is funded through the Long Term Financial Plan 2024-2034. The project therefore sits within Council's existing strategic and financial plans, and authorising it does not require a new strategic direction.

Scope Envelope & Constraints

The scope envelope is delivery of Option 3 at Ridgeback Creek Water Treatment Plant to the target state above, within the budget ceiling, procured by open public tender. At \$18,500,000 ex-GST, the capital value is above the \$200,000 ex-GST procurement threshold in the Coralvale Regional Council Procurement Policy 2026, adopted 24/06/2026, which is consistent with the resolved open public tender.

Milestone	Date	Driver
Tender advertised	01/2027	
Tender award	03/2027	Set to clear the wet season
Construction start	05/2027	
Practical Completion	15/12/2027	State grant funding deed
Defects liability ends	15/12/2028	

The key constraints are:

1. Practical Completion on 15/12/2027 is a funding condition under the State grant funding deed, not a scheduling preference.
2. Tender award in 03/2027 is set to clear the wet season. A late award pushes construction toward the wet season, which constrains the construction window.
3. As Step 1 of the PRINCE2 chain, this Project Mandate must be followed by the Project Brief and Business Case before tender advertisement in 01/2027.

Further constraints, scope exclusions and key stakeholders are [VERIFY].

Initial Budget Ceiling & Funding Envelope

The budget ceiling is **\$18,500,000 ex-GST** in capital expenditure, capped by Council decision.

Funding source	Amount (ex-GST)
Borrowings under the Long Term Financial Plan 2024-2034	\$13,500,000
Works for Queensland grant	\$5,000,000
Total budget ceiling	\$18,500,000

Operating expenditure reduces by \$1,200,000 per year; the GST basis of this figure is [VERIFY].

Because the ceiling is capped, any cost growth found during start-up must be managed inside this envelope. Whether the Works for Queensland grant is the funding under the State grant funding deed is [VERIFY]; if it is, the \$5,000,000 ex-GST grant depends on meeting Practical Completion.

Nominated Project Sponsor & Manager

The nominated Project Sponsor is the Director Infrastructure Services. The Sponsor's financial delegation limit under the Council Delegations of Authority Register (CEO/Director Financial Limits) is [VERIFY] and must be confirmed against the \$18,500,000 ex-GST budget ceiling before sign-off. A Project Manager has not yet been appointed; the nominated Project Manager is [VERIFY].

Authority to Proceed (Sign-off)

Signing this Project Mandate gives authority to proceed with the PRINCE2 Starting Up a Project (SU) Process and triggers initial exploratory resource spend. It does not approve the Project Brief, Business Case or tender. The decision-maker for this authority is [VERIFY]. This matter is for consideration in open session.

Field	Entry
Authorised by (signature)	
Name and position	
Date (DD/MM/YYYY)	