

7.10. 2025/26 SOLE AND SPECIALISED SUPPLIER REGISTER

REPORT AUTHOR	Acting Chief Financial Officer
MANAGER	General Manager TC Jasper, Corporate and Communities
DEPARTMENT	Corporate and Communities
RECOMMENDATION	

That Council:

- 1. Resolves in accordance with section 235(a) and S235(b) of the *Local Government Regulation 2012*, it is satisfied that the nominated suppliers listed in Attachment 1 are Sole or Specialised Suppliers for the supply of equipment and services.**
- 2. Delegates authority under section 257 of the *Local Government Act 2009* to the Chief Executive Officer (or delegate) to enter into contracts, negotiate, finalise and execute any and all matters associated with or in relation to Sole and Specialised Suppliers subject to Council's normal procurement policies and procedures.**

EXECUTIVE SUMMARY

Council is required to seek written quotations for medium sized contracts and tenders for large sized contractual arrangements as set out in the *Local Government Regulation 2012* (the Regulation).

As Council is aware, in addition to using internal staff to provide services to our community, Council also engages with external suppliers (service-providers) ensuring that day-to-day business operations are conducted in an integrated and effective manner.

The procurement of service-providers is governed through legislation and Council's Procurement Policy and associated procedures. Both legislation and policy work together to provide open and transparent administrative processes when engaging service-providers whilst at the same time promoting the 5 sound contracting principles contained in the *Local Government Act 2009* (the Act):

- Value for money
- Ethical behaviour and fair dealing
- Open and effective competition
- Development of competitive local business and industry
- Environmental protection

Where, for a variety of reasons, there are limited service-provider options presented to Council, for example, the service required is of a specialised nature or there is only one supplier available, the legislation allows Council to engage directly with these suppliers on the condition that these suppliers are included in an adopted Register of Sole or Specialised Suppliers.

Council last reviewed its Register of Sole or Specialised Suppliers in July 2024. Consultation was sought and received from relevant sections within Council to ensure suppliers on the register for goods and/or services meet the definition of sole or specialised; additional justification was captured where required.

It is proposed that Council approve the attached Register of Suppliers under the “sole” and “specialised” supplier provisions of the *Local Government Regulation 2012*.

COMMENTS

The *Local Government Regulation 2012* (the Regulation) requires written quotations or tenders be invited for procurement of works or the supply of goods or services that are greater than \$15,000 (medium sized contracts) or \$200,000 (large sized contracts) respectively.

Council's Procurement Policy contains provisions or guidelines for obtaining quotes for less than \$10,000, between \$10,000 and \$15,000, and greater than \$15,000 but less than \$200,000.

The Regulation acknowledges that there are instances when it is not always possible to meet these procurement guidelines in the market and therefore it provides several exceptions, including the following under sections 235(a) and 235(b):

Section 235(a) – “The local government resolves it is satisfied that there is only one supplier who is reasonably available.”

Section 235(b) – “The local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders”.

To meet operational requirements, it has been identified that there are multiple suppliers, who are the only practical option, from which Council can obtain specific goods and/or services.

To ensure regulatory compliance, Council's Procurement Coordinator manages a Register of Sole or Specialised Suppliers that is established and reviewed, ensuring that both the legislative requirements and operational needs are met.

To be listed as a Sole or Specialised Supplier, Council officers must provide evidence that the supplier is the only supplier that can reasonably provide a particular good or service required.

PROPOSAL

1. Approve the attached register of Sole or Specialised suppliers under section 235(a) and 235(b) of the *Local Government Regulation 2012* for the supply of equipment and services, for the 2025-2026 financial year.
2. Delegates authority under section 257 of the *Local Government Act 2009* to the Chief Executive Officer (or delegate) to enter into contracts, negotiate, finalise and execute any and all matters associated with or in relation to Sole or Specialised Suppliers subject to Council's normal procurement policies and procedures.

FINANCIAL/RESOURCE IMPLICATIONS

Sole or specialised suppliers are engaged to support business operations within the parameters and provisions of the adopted Annual Budget.

RISK MANAGEMENT IMPLICATIONS

By reviewing and approving the overall Register of Sole or Specialised Suppliers on a regular basis, Council is ensuring compliance with section 235 of the Regulation and maintaining an awareness of the nature of procurement activity within exemptions provided under the Regulation.

Suppliers have been reviewed and those deemed not to meet the exemption requirements as per the definition of sole supplier in the Regulation, or no longer requiring engagement by Council, have been excluded from this report.

The financial risk to Council is mitigated by Council officers having assessed these products and services as being suitable and the suppliers as being the only reasonable option from which Council can obtain these relevant products and services.

If the Register of Sole or Specialised Suppliers is not approved by Council, there may be unnecessary delays in appointing suppliers and additional resources required to comply with the alternate methods of procurement.

SUSTAINABILITY IMPLICATIONS

Economic: The maintenance of a Register of Sole and Specialised Suppliers approved by Council enables efficient contractual processes.

Environmental: Nil

Social: Nil

CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE

This report has been prepared in accordance with the following:

Corporate Plan 2025-2030:

Strategic Theme 2 – Prosperity

Council plans, builds and maintains the infrastructure required to improve our lifestyle and promote economic growth, working actively to support local businesses.

Key Area 2.2 - Support local business through local procurement.

Strategic Theme 3 – Service Delivery.

We deliver Council services effectively and efficiently to meet community expectations, focusing on the wellbeing of both the community and our employees.

Key Area 3.7 - Identify and manage risk.

Operational Plan 2025 Actions:

2.2.1 - Encourage local business and industry.

COUNCIL'S ROLE

Council can play a number of different roles in certain circumstances and it is important to be clear about which role is appropriate for a specific purpose or circumstance. The implementation of actions will be a collective effort and Council's involvement will vary from information only through to full responsibility for delivery.

The following areas outline where Council has a clear responsibility to act:

Regulator Council has a number of statutory obligations detailed in numerous regulations and legislative Acts. Council also makes local laws to ensure that the Shire is well governed. In fulfilling its role as regulator, Council will utilise an outcomes based approach that balances the needs of the community with social and natural justice.

CONSULTATION

Internal: Procurement Team, Management Team, various relevant staff.
Councillor workshop on 22 July 2025.

External: Nil

COMMUNITY ENGAGEMENT

Nil

ATTACHMENTS

1. Register of Sole or Specialised Suppliers 2025 2026 Finalised (1) [7.10.1 - 1 page]



Register of Sole and Specialised Suppliers 2025-2026 FY

Term: 01 July 2025 - 30 June 2026

Approved by Council Resolution:

Local Government Regulation 2012

Section 235, 'Other Exceptions'

A local government may enter into a medium-sized contractual arrangement without first inviting written quotes or tenders if:

(a) the local government resolves it is satisfied that there is only one (1) supplier who is reasonably available; or

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Supplier Name	Supplier Account No	Category	Section	Goods and/or Services	Comments / Justification	Officer Approving Inclusion	Estimated Expenditure	Required for 2026?	Is this a Local Provider within Douglas Shire (Yes or No)?	Can this service be offered by a Local provider within Douglas Shire (Yes or No)?	Justification for not engaging with a Local Provider if one is available
ABB	385	Specialised	Water & Wastewater	Flow meters and equipment warranty (SCADA)	ABB is a leader in power and automation technologies that enable utility and industry customers to improve their performance. ABB produce flow meters and other equipment that are in service at several Council locations. All repairs of faulty equipment must be conducted by ABB to meet warranty requirements.	Peter White	\$ 20,000.00	Yes	No	No	No, local suppliers cannot provide the service, however our local contractors work with these suppliers for installations, fault finding, service checks. Local suppliers cannot offer the specialist equipment.
Aquatec Maxcon Pty Ltd		Specialised	W&WW	Trojan UV systems supplies	This company was awarded the contract to install the new UV disinfection system and are currently the sole supplier in QLD for Trojan UV systems. Without voiding any warranty on the equipment the servicing should be carried out by this company to avoid extra expenses to rate payers if warranties are void by not using Aquatic Maxcon. They service what they sell without voiding warranty. All equipment failures within warranty are replaced through this sole supplier.	Jason Wilkie	\$ 30,000.00	Yes	No	No	No suppliers, local or otherwise, provide this product.
Arkwood Organic Recycling	1784	Specialised	W&WW	Removal of beneficial reuse of biosolids generated at Mossman and Port Douglas wastewater treatment plants	Only organisation offering this service in Queensland	Peter White	\$ 210,000.00	Yes	No	No	No suppliers, local or otherwise, provide this product.
Axicom	3107	Sole	Building Facilities	Communications Tower Host	Axicom own the communication tower in Mossman which DSC have black Spot tower (TV) equipment on. It is the only tower in this area.	Mark Halstead	\$ 8,000.00	Yes	No	No	Axicom have a communications tower located at the Mossman Water Treatment Plant, Douglas Shire Council currently lease a space on the tower for their Black Spot television equipment. Due to the location required for the Black Spot Tower equipment, the communication equipment needs to be located in a suitable area to provide the best coverage. The Axicom tower is the only tower in this area that is suitable for the equipment. There are no local suppliers providing this service
Brightly Software	8630	Specialised	ICT	Web based Asset Management System "Assetix"	Unique item - The vendor is the developer and provider of this Web based service. The product is not available for sale through any other vendor	Garry Mason	\$ 85,000.00	Yes	No	No	No suppliers, local or otherwise, provide this product.
Civica	893	Specialised	ICT	Enterprise Suite developer & vendor "Authority"	Unique item - The vendor is the developer and provider of this Web based service. The product is not available for sale through any other vendor	Garry Mason	\$ 330,000.00	Yes	No	No	No suppliers, local or otherwise, provide this product.
Commonwealth Bank of Australia		Sole	Finance	Banking	Commonwealth Bank of Australia - The supplier, through a third party, specialises in capturing, measuring, and reporting consumer spend data with the Council IQ product. The supplier is the only vendor currently in the market that can measure granular spend categories. The Council IQ product is being adopted by Councils across Australia. CommBank has accessed to 380 spend categories. Other products in the market currently do not offer the depth of data analysis. The tool will be a valuable addition to our economic assessment of events, activities, developments and initiatives across the Shire.	Liz Schibig-Edgar	\$ 18,000.00	Yes	No	No	This is a specialised service that is not available from the local market. The supplier is the only vendor currently in the market that can measure granular spend categories. The Council IQ product is being adopted by Councils across Australia.
Feraltech	8973	Sole	Open Spaces	Remote Feral Pig Traps	Feraltech are the only supplier in Australia authorised to provide Jager Pro service and products. Council implemented Jager Pro remote activated traps in 2018. Feraltech are currently the only distributor of Jager Pro products in Australia, outside of this Council would need to source the products from the USA. The innovative technology sends SMS messages to Council's Pest Controller when activated by motion detected cameras. The officer is then able to review the images in live time from the trapping mechanism using their smart phone. This using their smart phone to safely manage the risk of trapping any off target animals such as cassowary's. It also greatly increases pig trapping efficiency by catching the entire mob through visual triggering of the gate mechanism.	Brad Everett	\$ 5,000.00	Yes	No	No	Feral Tech are the only suppliers/dealers within Australia who supply JaggerPro hog control systems which is an American company.
Local Government Association of Queensland		Specialised	Finance	LGQA Membership	LGQA is the peak body for local government in Queensland. It is a not-for-profit association set up solely to serve the state's 77 councils and their individual needs. The LGQA has been advising, supporting and representing local councils since 1896, enabling them to improve their operations and strengthen relationships with their communities.	Arun Prasad	\$ 75,000.00	Yes	No	No	No suppliers, local or otherwise, provide this product.
Liquilek Pty Ltd	8309	Sole	W&WW	NEOTEC UV Disinfection Parts	Liquilek are the only distributor of NEOTEC UV Disinfection System in Australia.	Peter White	\$ 20,000.00	No	No	No	Liquilek is the Australian distributor and service technician for the Port Douglas wastewater plant disinfection system.
Magma Software Ltd	6295	Specialised	ICT	Software Provider	Software developer and sole supplier for Council's Electronic Document Management (Records) system / software, InfoXpert	Garry Mason	\$ 42,000.00	Yes	No	No	No vendor offering these Products / Services within Shire.
Momentum Safety and Ergonomics	8746	Specialised	ICT & WHS	IT Service / Vendor of "Mango" eWHS software	Unique: The vendor is the software developer and only sells this software / system direct. Continuity: Council has subcontracted to this server for over two years and has invested in configuring the software and rolling it out to staff.	Garry Mason	\$ 7,000.00	Yes	No	No	No vendor offering these Products / Services within Shire.
Precisely	7994	Specialised	ICT	Providers of GIS applications	Unique: Council use a set of Geographic Information Systems (GIS) written by the software developer. From time to time, Council need to engage the vendor directly. In situations where only the developer can fix an issue, we have no choice of who to engage.	Garry Mason	\$ 20,000.00	No	No	No	No vendor offering these Products / Services within Shire.
Pulse	9442	Specialised	ICT	Web based Human Resource Management System "Pulse"	Unique item - The vendor is the developer and provider of this Web based service. The product is not available for sale through any other vendor.	Garry Mason	\$ 40,000.00	Yes	No	No	No suppliers, local or otherwise, provide this product.
QIT Plus	6300	Specialised	ICT	Developer & Supplier of Disaster Management systems "Guardian"	Unique item/ Continuity / Consistency - The vendor specialises in Library related system. Currently systems are used to manage Disaster Incident Management and the related "Disaster Dashboard".	Garry Mason	\$ 45,000.00	Yes	No	No	No suppliers, local or otherwise, provide this product.
Realised Technology	5784	Specialised	ICT	Website Hosting	Institutional Knowledge & Consistency / Continuity - Realised manage Council's many Web sites - both the hosting in a Sydney data centre and the software, providing specialised knowledge / support to Council's Media unit.	Garry Mason	\$ 11,000.00	Yes	No	No	No vendor offering these Products / Services within Shire.
Risk Management Technologies (RMT)	4983	Specialised	ICT	ChemAlert, Mango (eWHS system)	Unique - RMT is a global leader in the provision of Chemical Safety Management and Enterprise Risk Management systems. The vendor also provides other WHS related systems. The 'Mango' system was selected to help council manage and report on its WHS obligation & is one of the few tools in the market offering the breadth and depth of functionality needed by Council. Consistency / Continuity - Council has used the ChemAlert system for some years and users are familiar with how the software works.	Garry Mason	\$ 6,000.00	Yes	No	No	No vendor offering these Products / Services within Shire.
Safety Culture	7270	Specialised	ICT	iAuditor - eForms Cloud system	Unique - iAuditor is a general purpose Mobile application used to build forms for completion in the field e.g. Conduct inspections, perform audits using checklists and the like. iAuditor is a market leader now used 50,000 times a day in over 80 countries. Consistency / Continuity - Council has built many forms for ad-hoc needs for some years and users are familiar with how the software works.	Garry Mason	\$ 14,500.00	Yes	No	No	No vendor offering these Products / Services within Shire.
Siemens Australia	1483	Sole	Water & Wastewater	Flow-meter repairs, parts and calibration & replacement units	Council currently have Siemens flow-meters installed throughout the Water & Wastewater system. There is a requirement to purchase spare parts and have existing Siemens flow-meter units repaired by Siemens as the sole supplier and repairer in Australia. These meters also require calibration depending on the license requirements. Siemens currently have the only licensed dealer for their flow-meters in Australia. From time to time there is a need to purchase additional flow-meter controllers to replace defective meters and the only supplier for these meters in Australia is Siemens.	Peter White	\$ 30,000.00	Yes	No	No	No, local suppliers cannot provide the service, however our local contractors work with these suppliers for installations, fault finding, service checks. Local suppliers cannot offer the specialist equipment.
Soft Ink Australia P/L		New	Specialised	Aurora software	Softink is the Vendor for the software as a service product "Aurora". This is the library management system - loans and returns books used by Council. Formally this product was procured via the State Library of Queensland (a government entity) / Local Buy.	Garry Mason	\$ 12,000.00	Yes	No	No	No suppliers, local or otherwise, provide this product.
Standards Australia	8655	Sole	Procurement	Standards Australia construction contracts	Unique item - The vendor is the developer and provider of this Web based service. The product is not available for sale through any other vendor.	Melinda Wythes	\$ 2,350.00	Yes	No	No	There are no local suppliers we offer these services.
Surf Life Saving Club Queensland	486	Sole	Infrastructure - Open Spaces	Community Life Saving Service for Four Mile Beach	Standards Australia are the only company that specialises in the development and adoption of internationally-aligned standards in Australia. As part of our FNRQOC template suite of documents we utilise 4 Standards Australia contracts on a regular basis. SLSCQ manage this Life Guard Service for the Douglas Shire, Surf Life Saving Queensland, established with Council, has provided this service for many years performing well for Council and the community, with key performance indicators being met.	Peter Logan	\$ 347,800.10	Yes	No	No	No provider available in Douglas.
Transponder Technologies	6121	Specialised	ICT	Software supplier and support	Consistency / Continuity - Transponder Technologies manufacture and supply the Transpaqual fuel management consoles and software utilised throughout Council's depots. The system has been in use since de-amalgamation from Cairns in 2014.	Garry Mason	\$ 2,000.00	Yes	No	No	No vendor offering these Products / Services within Shire.
Uninet	316	Specialised	Infrastructure - Open Spaces	Marine Stinger Net	Unique item - Transponder Technologies are the only supplier that can provide service to the software linked to the hardware used at the bowser. Uninet is a specialised supplier providing stinger nets for beach safety. The nets reduce the risk of marine stingers by preventing dangerous box jellyfish from entering the netted areas, protecting swimmers. The nets are in operation from early November to roughly Mid-May (season dependent) to allow the provision of beach safety services at Port Douglas.	Peter Logan	\$ 80,000.00	Yes	No	No	No provider available in Douglas.
VendorPanel	7926	Specialised	ICT	Developer & Supplier of Procurement Management systems "Vendor Panels" & ACM	Unique item/ Continuity / Consistency - The vendor specialises in Procurement systems. Currently systems are used to manage Disaster Incident Management and the related "Disaster Dashboard"	Garry Mason	\$ 80,000.00	Yes	No	No	No suppliers, local or otherwise, provide this product.
Welton Technologies	989	Specialised	Water & Wastewater	Support for primary data transfer protocol (SCADA) PLC integrator	Welton Technologies developed Council's primary data transfer protocol driver and Council has a support level agreement with them. They are the only supplier Council can use to provide support when required for our system. This protocol driver is used to integrate with software which enables consistent data interpretation from different competency that is used in the SCADA system.	Peter White	\$ 175,000.00	Yes	No	No	No, local suppliers cannot provide the service, however our local contractors work with these suppliers for installations, fault finding, service checks. Local suppliers cannot offer the specialist equipment.