

ROTHERHAM METROPOLITAN BOROUGH COUNCIL

RECORD OF OFFICER EXECUTIVE DECISION

Date of Decision:	22 nd May 2026
Title:	Procurement of a Microsoft licenses reseller
Decision Maker: (Including Job Title)	Luke Sayers; Service Director of Customer, Information and Digital Services (CIDS)
Details of Specific Delegation or Delegation contained in the relevant Sub-Scheme of Delegation.	Sub-Scheme of Delegation - Executive Director of Corporate Services 'Procurement (c) To make decisions in relation to commissioning and procurement activity. Such activity should be carried out in accordance with the Finance and Procurement Procedure Rules.' Page 16 refers.
Decision:	To award a 3-year contract, and appoint Softcat PLC as the Council's Microsoft reseller at a value up to £4,857,064.65.
Reasons for the Decision:	The recommended option was to Direct Award a contract via the Commercial Services Group; Software Products & Associated Services Framework (Y23065). The Council is able to make a compliant direct award, as the proposed contract represents a continuation of existing services currently delivered by the incumbent supplier, Softcat PLC
Details of alternative options considered and rejected:	The council considered an above threshold open tender process, however, due to time constraints to complete such a process and the availability of an alternative compliant route, this option was discounted.
Conflicts of interest declared by any	No conflicts of interest raised

Cabinet Member consulted by the decision maker which relates to the decision:	
Dispensations Granted: (If any)	N/A
Conflicts of interest declared by the Decision Maker if they sit as a Cabinet appointed representative to an outside body which relates to the decision:	N/A
Dispensations Granted: (If any)	N/A
Reports or parts of reports relevant to the decision being taken:	The procurement business case was used to outline the approach and make the decision – EXEMPT.

I certify that this is a true record of the executive decision:

To award a contract and appoint Softcat PLC as the Council's Microsoft reseller.

I confirm that in making this decision, due regard was given to the seven principles of public life.

Signed by the Decision Maker:



Dated: 22nd May 2026

Name: Luke Sayers

Job Title: Service Director of Customer, Information and Digital Services