

Appendix 3 - Selective Licence Statutory Stakeholder Consultation Communications Audit.

6th Jan – 19th March, 30 June – 20 July 2025

Record of activity

Date	Activity
16/09/24	Cabinet Paper resolved to progress consultation
26/09/24	Teams meeting with all Chairs of Tasking, including Police. Presented officer Guidance doc.
	Independent work in each of the Tasking groups discussed at fortnightly Tasking meeting to develop draft 'Area Plans'
19/12/24	Email to all Ward Members including Maltby giving pre Notice of public consultation to start 6 th Jan 2025 including the leaflet to be posted to 16000 homes. Also offering attendance at CAP meetings
06/01/25	Start of mail out of 16,000 A5 leaflets to all individual postal addresses included within the proposed boundaries. Post out to be concluded within the week. Addresses list used included on the web page
06/01/25	Email with attached A5 leaflet to all known landlords in current selective licensing areas. Plus any landlords who have agreed to being on our Newsletter distribution (x1298)
06/01/25	Email with attached A5 leaflet to Mayoral Authority
06/01/25	Email with attached A5 leaflet to All known residential property letting agents
06/01/25	Email with attached A5 leaflet to relevant local organisations, religious, community groups x 61
06/01/25	Email with attached A5 leaflet to National Residential Landlord Association. NRLA local representative
06/01/25	Teams meeting with colleagues regarding internal comms
06/01/25	Website and survey made live
07/01/25	TEAMS meeting to discuss Business Rates
07/01/25	Received businesses spreadsheet
07/01/25	Press release distributed to local media channels inc. Rotherham Advertiser and Sheffield Star
08/01/25	Hume & Co Estates contacted the council to discuss the proposals
15/01/25	TEAMS meeting with National Residential Landlord Association's Policy officer and Yorkshire representative
13/01/25	Email with attached A5 leaflet to Brinsworth, Wickersley, Dinnington St. Johns and Thurgroft Parish Councils
15/01/25	Email x2 to Cllrs Rotherham West and Brinsworth -describing SL and inviting to the face to face
15/01/25	Review meeting with Corporate Comms to finalise communication plan
15/01/25	SL content posted on Facebook
15/01/25	Dinnington venue and organisations visit to distribute posters/leaflets
20/01/25	Parkgate venue and organisations visit to distribute posters/leaflets
20/01/25	Posters and leaflets put up within Riverside House staff breakout areas, lifts, doors, library etc. Screen savers on staff machines
20/01/25	350 Lamppost signs erected covering all areas
24/01/25	Eastwood/Masbrough venue and organisations visit to distribute posters/leaflets

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24/01/25	Reminder email sent out to 61 local organisations/groups about consultation
28/01/25	Facebook post
28/01/25	Eastwood/Masbrough/ Thurstcroft venues and organisations visit to distribute posters/leaflets
30/01/25	Brinsworth venue and organisations visit to distribute posters/leaflets
30/01/25	Press release resent to Advertiser editor
30/01/25	150 Lamppost posters erected now 500 on posts covering all areas
30/01/25	Response from NRLA requesting a further meeting
Jan 25	NRLA – licensing newsletter to 60K Members and available to non-members via their website.
31/01/25	Email to all Landlords on database with information of 6 face to face meetings
01/02/25	Email to all letting agents on database with information on face-to-face meeting
04/02/25	Parkgate Consultation face to face meeting
06/02/25	Dinnington Consultation face to face meeting
06/02/25	Advertiser story front page
06/02/25	Advertiser story comment
10/02/25	Eastwood Consultation face to face meeting
12/02/25	Thurstcroft Consultation face to face meeting
12/02/25	Ward newsletters – articles
13/02/25	Advertiser ½ page advert
17/02/25	Masbrough Consultation face to face meeting
20/02/25	Brinsworth Consultation face to face meeting
21/02/25	NRLA confirmed licensing newsletter to 60K Members issues again and available to non-members via their website.
24/02/25	2 nd Meeting with NRLA – policy officer general support for discussed initiatives – progress on training schemes
	Email to all Landlords re additional face to face event 1/3/25
24/02/25	Email to all letting agents with invite to event 1/3/25
25/02/25	Email chase up to Mayoral authority
27/02/25	½ page Advert in the Advertiser
27/02/25	Spreadsheet of Face book activity.
27/02/25	Email sent out to 47 local organisations/groups about final consultation session at Riverside House
28/02/25	Facebook post reminder
28/02/25	Rotherham round-up newsletter
01/03/25	Additional all area face to face consultation day 10-4 Saturday Riverside House
01/03/25	Door Knocking in Clifton and Kimberworth to get residents views
07/03/25	Email from NRLA confirming accredited membership numbers in Rotherham
10/03/25	Attendance and presentation at Dinnington Town Council
10/03/25	Door Knocking in Kimberworth to discuss residents' knowledge of the proposed scheme and to encourage completion of the survey
11/03/25	Door Knocking in Thurstcroft to discuss residents' knowledge of the proposed scheme and to encourage completion of the survey

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12/03/25	Door Knocking in Thurgroft to discuss residents' knowledge of the proposed scheme and to encourage completion of the survey
13/03/25	Presentation and Council Meeting Explaining scheme
	Numbers of attendees at the face-to-face events
19/03/25	Consultation taken offline 17:25
03/04/25	Rotherham Advertiser Debate expected on private landlord rules By Paul Whitehouse Published 3rd Apr 2025, 12:27 BST Debate expected on private landlord rules - Rotherham Advertiser Council debate full Council item 14 Agenda for Council Meeting on Wednesday 9 April 2025, 2.00 p.m. - Rotherham Coun
30/06/25	Completed mail out on Thursday 26 th , 9501 / Friday 27 th June 5287 total 14788. A5 leaflets to all individual postal addresses included within the proposed boundaries after removal returned addresses from first post out in January. Addresses list used included on the web page
30/06/25	Email with attached A5 leaflet to all known landlords in current selective licensing areas. Plus, any landlords who have agreed to being on our Newsletter distribution (x1298)
30/06/25	Email with attached A5 leaflet to Mayoral Authority
30/06/25	Email with attached A5 leaflet to All known residential property letting agents
30/06/25	Email with attached A5 leaflet to relevant local organisations, religious, community groups x 61
30/06/25	Webpages and survey made live on council Website
30/06/25	Email to all Ward Members giving notice of public consultation from 30 th June 2025 – 20 July 2025 including the leaflet being posted to 16000 homes.
30/06/25	Email to all responders to the first consultation that left an email contact
09/07/25	RMBC made Facebook posts to promote consultation.
11-08 /07/25	Door Knocking in all 6 areas commences explain SL and to encourage residents who have not previously responded to complete online survey – paper survey also offered. Four questions asked on doorstep and recorded.
14/07/25	350 Paper surveys delivered to the Town Hall following a request from Cllr Yasseen and a further 150 to the Unity Centre for Rotherham Muslim Community Forum (RMCF)
16/07/25	RMBC made Facebook posts to promote consultation.
19/07/25	RMBC made Facebook posts to promote consultation.
31/07/25	Online consultation closed.

Record of community organisations contacted and invited to the consultation

Ward	Proposed Area name LSOA's	Venue/Organisation	Type	Target Audience
1. Rotherham East	Eastwood Village	Unity Centre	Community Centre/Charity	All
	Town Centre	Rotherham Central Mosque (Jamia Masjid Abu Bakr)	Faith	Muslim residents
	Clifton West	Hope Church Rotherham (Clifton)	Faith	Christian residents
	Eastwood Central	Clifton Learning Partnership	NGO	Youth
		Rotherham Age UK	NGO	Elderly
	Eastwood East	Clifton Park Museum	Council Building	All
		RCCG Freedom Centre	Faith	Christian residents
	South Central	Rotherham in Root	Community Service	All
		Grim and Co	Charity	Youth
	Boston Castle	Elim Christian Centre	Faith	Christian residents
		Rotherham District Civic Society	Charity	All
		Rotherham Neuro Support Group	Charity	Neurologically impacted residents and their carers
		Rotherham Ethnic Minority Alliance (REMA)	Charity	Ethnically diverse groups
		Rotherham Muslim Community Forum	Community group	Muslim residents
		Kashmiri and Yemeni Older Peoples Group	Community group	Ethnically diverse groups
		St Anthony Coptic Orthodox Church	Faith	Christian residents
		Rotherham and Barnsley Mind	Charity	All
		Safe Haven	Charity	All
		BME young people and carers CIC	Charity	Ethnically diverse groups

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		United Multicultural Centre	Charity	Ethnically diverse groups
		Flux Gathering Space	Charity	All
3. Rotherham West	Masbrough West	Liberty Church	Faith	Christian residents
	Masbrough East	Voluntary Action Rotherham	Charity	All/volunteers
		Shiloh	Charity	Homeless
	Bradgate	St Pauls Church/ Rotherham Minster	Faith	Christian residents
		Diversify	CIC	protected characteristics/ diverse backgrounds
		St Bede's Roman Catholic Church	Faith	Christian residents
		Apna Haq	Community group	Females from ethnically diverse backgrounds
		Lighthouse Homes	Charity	social mobility
		Hope Church Rotherham	Faith	Christian residents
		Rotherham Foodbank	Charity	Impoverished residents
		Yorkshire & Humberside Asbestos Victim's Support Group (SARAG)	Support Group	Support Group for victims of Asbestos
		Rotherham O50 Friendship Centre	Community group	Elderly
		Target Housing	Charity	Homeless
		Rotherham Older Peoples Forum	Community group	Elderly
		Rotherham Visually Impaired Group	Community group	Visually impaired
		Rotherham Carers' Forum	Charity	Carers
		Rotherham Open Arts Renaissance (ROAR)	Community group	artists
		Rotherham Minster	Faith	Christian residents

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		Rethink Rotherham Support Group	Support Group	Social Isolation
		Christians Against Poverty (CAP)	Charity	Poverty
		Healthwatch Rotherham	Charity	Healthcare
		Rotherham Metro Ramblers	Community group	All
4. Rawmarsh East	Parkgate	<u>Rawmarsh Community Library</u>	Library	All
		St Mary's Church	Faith	Christian residents
		High Street Centre Ltd	Community Centre	All
		The Friendly Information Company	Company	Disabilities/and or autism
		Rotherham Talking Newspaper	Charity	Visually impaired
		Rotherham Parent Carers Forum	Charity	Parents
5. Brinsworth	Brinsworth North East	The Centre	Community Centre	All
			Community Centre	
		St Andrews Centre	Community Centre	All
		Brinsworth and Catcliffe Local History Group	Community group	All
		Brinsworth Library Senior Social Club	Community group	All
		Action	Charity	vulnerable individuals
		Bramley Townswomens Guild	Community group	
6. Dinnington	Dinnington Central & Dinnington East	<u>Dinnington Resource Centre</u>	Community Centre	All
		A.L.D (Adult Learning Difficulties Club)	Community group	Adults with learning difficulties

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		<u>Bluebell Wood Children's Hospice</u>	Charity	Children
		Dinnington Area Regeneration Trust (DART)	Community group	All e.g., disabled, learning difficulties etc
		Dinnington Lunch Club	Community group	Elderly
		Dinnington St Johns Town Council	Council Building	All
		Jade Youth and Community Centre	Community group	Youth
		Rotherham Adult Neurodiversity Support Service (RANSS)	CIC	autistic adults/ adults with ADHD (18+)
		Royal British Legion Dinnington Branch	Charity	All
		Salvation Army Dinnington	Charity	Homeless
		St Leonards Church Dinnington	Faith	Christian residents
		The Learning Community	Community group	All
		The Conservation Volunteers – South Yorkshire	Charity	All
		St Joseph's Roman Catholic Church	Faith	Christian residents
7. Wickersley South Ward	Thurcroft Central and Brampton	Thurcroft Community Hall	Community centre	All
		Brampton-en-le-Morthern Village Association	Community group	
		Thurcroft Welfare Community Hall	Community Centre	All
		Thurcroft Church	Faith	Christian residents
		Thurcroft Cancer Fund	Charity	All