

## **Licensing committee**

Date: **Thursday, 30 January 2020**  
Time: **16:30**  
Venue: **Mancroft room, City Hall, St Peters Street, Norwich, NR2 1NH**

### **Committee members:**

#### **Councillors:**

Stutely (chair)  
Fulton-McAlister (E) (vice chair)  
Ackroyd  
Brociek-Coulton  
Giles  
Grahame  
Huntley  
Maxwell  
McCartney-Gray  
Oliver  
Price  
Ryan  
Schmierer

### **For further information please contact:**

#### **Committee officer:** Alex Hand

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### **Information for members of the public**

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website

## Agenda

### 1 Apologies

To receive apologies for absence

### 2 Declarations of interest

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)

### 3 Public questions/petitions

To receive questions / petitions from the public

Please note that all questions must be received by the committee officer detailed on the front of the agenda by **10am on Monday 27 January 2020.**

Petitions must be received by the committee officer detailed on the front of the agenda by **10am on Wednesday 29 January 2020.**

For guidance on submitting public questions or petitions please see appendix 1 of the council's constitution.

### 4 Minutes

5 - 10

To agree the accuracy of the minutes of the meeting held on 5 September 2019.

### 5 Amendment to standard conditions for licences to drive hackney carriage and private hire vehicles

11 - 40

**Purpose:** To consider an amendment to the standard conditions attached to a City of Norwich driver's licence regarding hackney carriage and private hire vehicles, relating to notification to the city council of convictions, cautions, and inclusion on barred lists.

### 6 Statement of Licensing Policy for Sex Establishments

41 - 80

**Purpose:** To consider a revised draft Statement of Licensing Policy for Sex Establishments, under the Local Government (Miscellaneous Provisions) Act 1982, for recommendation to Council for adoption as the council's formal policy.

### 7 Gambling policy inclusion of a "No Casino" resolution

81 - 88

**Purpose:** To consider the legal position following the request at

the September meeting of licensing committee for information on the leaving the “no casino” resolution in the updated gambling policy.

- |          |  |                  |
|----------|--|------------------|
| <b>8</b> | <b>Gambling policy updated local area profile</b>  | <b>89 - 138</b>  |
|          | <b>Purpose:</b> To consider the updated local area profile written document and document interactive map which includes licensed premises and Local Area Profile metrics indicating the presence and concentration of groups vulnerable to harm from gambling. |                  |
| <b>9</b> | <b>Standing item minutes of regulatory subcommittee</b>  | <b>139 - 166</b> |
|          | To receive the minutes of regulatory subcommittee held on 10 June 2019 (am), 10 June 2019 (pm), 8 July 2019, 16 September 2019, 11 November 2019 and 9 December 2019.  |                  |

**Exempt items:**

(During consideration of these items the meeting is not likely to be open to the press and the public.)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part 1 of Schedule 12 A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, members are asked to decide whether, in all circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

Date of publication: **Wednesday, 22 January 2020**



**Licensing committee****16:35 – 19:45****6 June 2019**

Present: Councillors Stutely (chair), Fulton-McAlister (E) (vice chair following election), Ackroyd, Brociek-Coulton, Giles, Grahame, Huntley, Maxwell, McCartney-Gray, Oliver, Price, and Schmierer

Apologies: Councillor Ryan

**1. Appointment of vice chair**

**RESOLVED** to appoint Councillor Erin Fulton-McAlister as vice chair for the ensuing civic year.

**2. Public questions/ petitions**

There were no public questions or petitions received for this meeting. The environmental protection, licensing and markets manager explained that a petition had been received by the council which related to a live licence application and therefore could not be brought to the licensing committee

**3. Declarations of interest**

Councillor Erin Fulton-McAlister declared an other interest in item 6 below as she had an involvement in acquiring members for the Labour 100 club.

Councillor Oliver declared an other interest in item 6 below as she was involved in fundraising for the Labour party and may apply for Temporary Event Notices in the future.

Councillor Price declared an other interest in item 7 below as his son attended a school within the vicinity of some of the venues.

**4. Minutes**

**RESOLVED** to approve the accuracy of the minutes of the meeting held on 7 March 2019

**5. Appointments to regulatory sub committee**

The environmental protection, licensing and markets manager presented the report. Councillor Grahame would take the vacant place on the licensing committee and would be scheduled to attend regulatory sub committees as appropriate.

**RESOLVED** to agree the appointments to regulatory sub committees for the 2019-20 civic year.

## **6. Gambling Statement of Principles and Local Area Profile**

The environmental protection, licensing and markets manager presented the report.

The chair thanked the officers for the report but was concerned that the report contained outdated information as some of the data had been collected in 2010. There were annual gambling survey reports available so he would like to see the context based on these figures rather than data from 2010.

Members welcomed the suggestion of a more up to date LAP as this would ensure that the principles were appropriate for Norwich.

The environmental protection, licensing and markets manager said that the committee was considering the gambling statement of principle which included a Local Area Profile (LAP). The LAP was for reference only but he accepted that the data was out of date.

Discussion ensued on the draft Gambling Statement of Principles and Local Area Profile document.

A member commented that the reference to the Norwich Primary Care Trust should be changed to the Norwich Clinical Commissioning Group.

A member referred to paragraph 2.4, the requirement to carry out a risk assessment and suggested that the council should obligate an operator to keep a copy of this on the premises. National chains may do risk assessments at a corporate level but having a local copy would encourage venues to reflect local issues.

A member suggested that the council should consider premises holding a refusals book detailing those who had self-excluded or customers who had failed an ID check. This should include the time, date and a description of the underage person, the name of the salesperson who had verified the information and the book should be kept on the premises to allow the licensing authority and the police to inspect it. Members referred to the London Borough of Newham which already had a similar policy in place. The environmental protection, licensing and markets manager said that this condition could only be imposed on new licences but there would be an expectation that existing licence holders followed the same principle on a voluntary basis.

A member commented that clarification of some of the terminology used in the report would be helpful, including the definition of high time and high spend gamblers and the definition of child poverty within the context of the LAP.

A member referred to age 61 of the report and said that although there could be a link between the gambling industry and high level organised crime, there was also a link with low level antisocial behavior which should be reflected in the policy.

Members discussed whether it could be a requirement of a new licence to display signage showing helpline numbers of various organisations that customers could contact, including Gamcare and the Samaritans. The environmental protection, licensing and markets manager said that paragraphs 9.11 and 9.12 of the policy stated that conditions could be made on a case by case basis so appropriate signage could be relevant to each venue.

A member suggested that there should be more detail around the CCTV requirements. He referred to the requirements of the London Borough of Newham which specified that the CCTV should be in good working order, images should be stored securely and kept for 30 days.

Discussion ensued around the introduction of a 'no casino' resolution. A member said that they did not feel that the committee had enough information to be able to make that decision and suggested that a report could be brought to a future licensing committee meeting to give more information such as the effects on anti-social behavior, gambling problems and information on other cities with casinos for context.

**RESOLVED to:**

- (1) Defer consideration of the Gambling statement of principles and local area plan to the September 2019 meeting of the licensing committee
- (2) Ask the environmental protection, licensing and markets manager to include the following in the revised draft:
  - a) To amend the reference to 'Norwich Primary Care Trust' at paragraph 2.12 to read 'Norwich Clinical Commissioning Group'
  - b) At paragraph 2.4, include a condition to obligate operators to keep a copy of their risk assessment on the premises
  - c) Add a condition to new gambling licenses to state that the licensee must keep a register (known as a refusals book) to include details of self excluded customers, the time, date and description of underage persons entering the premises and the name of the salesperson who verified this, with the book being kept on the premises for inspection by the licensing authority and the police.
  - d) Add a condition that within betting premises, adult gaming centres and bingo venues, signage should be displayed with contact details of support organisations such as Gamcare, the Samaritans and Citizens Advice.
  - e) Include within the Local Area Profile definitions of the thresholds for identifying high spend and high time gamblers as well as the definition of children in poverty within the context of the profile.
  - f) Within section A, add an acknowledgment that the suitability of locations for gambling premises should also take into account low level crime and anti-social behaviour and not just organised crime.
  - g) Within section A, expand the mention of CCTV to include 'this may include defining the type and quality of the CCTV, the duration of retention of

images and ensuring that these are made available to the police and the licensing authority for inspection.'

- (3) Ask the licensing and markets manager to bring a report to a future licensing committee on a 'no casino' resolution.

## **6. Sex Establishment Policy**

The environmental protection, licensing and markets manager presented the report.

The committee was asked to consider whether to split the numbers of specific types of sex entertainment venues in each area, whether to continue with the limit of two licensed premises or increase this to three premises and whether to remove the Riverside area from the late night entertainment zone due to the premises in this area changing.

A member commented that the late night entertainment zone was based on planning criteria and asked whether the decision on the removal of the Riverside area from this zone should be considered by the planning applications committee. The environmental protection, licensing and markets manager said that planning policy did not have a bearing on the Sex Establishment Policy but was a useful pre-defined area. If the committee decided that it was not appropriate to include the Riverside area in the late night entertainment zone, it would instead be classified as part of the city centre leisure area which still identified it as an area in which an application for a sex establishment licence could be made. A member questioned whether removing Riverside from the late night entertainment zone would undermine processes around the cumulative impact policy. The environmental protection, licensing and markets manager confirmed that these were two separate pieces of legislation and any decisions would be made under the relative legislation.

Discussion ensued on setting a cap on the number of sexual entertainment licences. The environmental protection, licensing and markets manager said that in December 2018, the licensing committee had agreed to consult on a capped policy of two licensed venues. At this time there were two licensed premises on Prince of Wales Road. During the consultation, a third application was received and granted as the proposed policy with a cap of two premises was not in place.

A member said that he was concerned that a number of industry workers when responding to the consultation had said that two establishments were sufficient due to supply and demand. A member added that she was concerned that a respondent had said that there would be pressure to provide 'extra services' if more establishments were opened and therefore thought that a cap of two was suitable.

The legal advisor reminded members that the government had provided for a cap on numbers to be introduced but each application would have to be decided on its own merits. If three establishments continued to run with no objections, there may not be grounds to revoke a licence to meet the level of the cap. Any change to the cap, once agreed, would need to be a committee decision. Discussion ensues on the cap of numbers of SEV licenses. Members noted that whilst three SEV licenses were in existence at the date of committee, generally only two had been operating at the same time in the Prince of Wales Road area. The committee had considered the results of the consultation regarding supply and demand and believed that the demand was only



sufficient for two SEVs. More than two would increase the risks to operatives and encourage crime and unacceptable behaviour. Members also noted that the locality was mixed use with residential accommodation (including sheltered accommodation), religious buildings and a school as well as late night businesses committee and felt that a limit of two SEV's operating in this area was a fair and reasonable balance in uses.

A member questioned the circumstances in which an SEV licence could be applied for, with particular reference to a licensee who had lost a licence in another area but applied for one within the Norwich City boundary. A member suggested that a question be added to the SEV licence application asking whether the applicant had held a licence elsewhere which had been revoked or if they had been refused a licence.

It was therefore **RESOLVED**:

- (1) To recommend council to adopt the Sex Establishment Policy subject to the following amendments:
  - a) Add a question to the Sexual Entertainment Venue (SEV) application form asking whether the applicant has previously held an SEV licence or related licence and whether they have had a licence revoked or refused.
  - b) Add a condition to every SEV licence that welfare support and training must be given to a designated person at the establishment.
  - c) To remove the Riverside area from the Late Night Activity Zone and move it into the City Centre Leisure area
- (2) To not classify the Sex Establishments into different categories for the purpose of the policy
- (3) To cap the numbers of Sex Establishments at two in the Late Night Activity Zone, two in the City Centre Leisure Area and zero in the City Council Area outside of these areas; and
- (4) To bring the annual renewal of each SEV licence to the committee for consideration.

## **7. Standing item – Regulatory subcommittee minutes**

**RESOLVED** to receive the minutes of the regulatory subcommittee meetings held on 11 March 2019 and 13 May 2019.

CHAIR



**Report to** Licensing committee

**Item**

30 January 2020

**Report of** Environmental health and public protection manager

**5**

**Subject** Amendment to standard conditions for licences to drive  
hackney carriage and private hire vehicles

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### **Purpose**

For members to consider an amendment to the standard conditions attached to a City of Norwich driver's licence regarding hackney carriage and private hire vehicles, relating to notification to the city council of convictions, cautions, and inclusion on barred lists.

### **Recommendation**

That members agreed the amendment to the conditions as detailed in the report.

### **Corporate and service priorities**

The report helps to meet the corporate priorities of inclusive economy and people living well.

### **Financial implications**

None.

**Ward/s:** All Wards

**Cabinet member:** Councillor Maguire - Safe and sustainable city environment

### **Contact officers**

Tony Shearman, Public protection manager

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### **Background documents**

None

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## Report

1. The Licensing department produces a document entitled BYELAWS, REGULATIONS & CONDITIONS APPLICABLE TO HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE, PROPRIETORS, DRIVERS AND OPERATORS. It is more commonly known as 'The Green Book'.
2. As the title of the document indicates, it details the various conditions, byelaws and legislation as applied to the various licences required within the hackney carriage and private hire trades.
3. Pages 7-10 of this document list the conditions applied to a private hire drivers licence. These conditions would also apply to the holder of a licence to drive a hackney carriage as this is a dual licence allowing the holder to driver either class of vehicle.
4. The current condition 12. of the private hire drivers licence, copied below for information, sets out the requirement for the holder to inform Norwich City Council if they are convicted of any offence.

### 12. Convictions

*The driver shall within seven days disclose to the Council in writing details of any conviction imposed on him/her during the period of the licence.*

5. The current wording of this condition does not address any requirement to inform the Licensing Authority of any other formal enforcement action taken against the licence holder, such as the administration of a caution by the Police, or being barred from working with children.
6. In order to ensure safety of the public, it is important that the Licensing Authority be informed of the results of any criminal and/or motoring enforcement action taken against a licence holder, so that an assessment can be made as to whether they continue to be considered a fit and proper person.
7. The following updated wording is suggested to replace the current wording of condition 12:-

### 12. Cautions, Convictions and Barred Lists

*The driver shall within seven days of being aware of any caution or conviction or other penalty imposed on them during the period of their licence inform the licensing department of the Council in writing with details of the caution or conviction or other penalty, this includes all motoring offences and driving licence endorsements. The driver shall also inform the licensing department of the Council in writing within seven days of being aware of inclusion in any list barring or restricting the driver from working with adults or children within seven days of notification, with details of the bar or restriction. The driver must ensure that their notification has been received by the licensing department of the Council.*

***Please note – should there be an allegation that this condition has been breached whereby Council has not received proper notification,***

***then it shall be the licence holders' responsibility to prove that due notification was given***

8. A draft copy of the Green Book, with the suggested amendment as detailed above, is attached as Appendix A.



**BYELAWS, REGULATIONS & CONDITIONS  
APPLICABLE TO  
HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE,  
PROPRIETORS, DRIVERS AND OPERATORS**

**THE GREEN BOOK**





## **TABLE OF CONTENTS**

<b>Drivers Code of Conduct</b>	<b>Page 4 - 5</b>
<b>Qualifications for applications for Hackney Carriage and Private Hire Drivers Licence</b>	<b>Page 6</b>
<b>Conditions attached to Private Hire Drivers Licence with regard to Private Hire Vehicles</b>	<b>Page 7 - 10</b>
<b>Summary of Local Government (Misc. Prov.) Act 1976 concerning Private Hire Drivers</b>	<b>Page 11</b>
<b>Conditions attached to Private Hire Vehicle Licence</b>	<b>Page 12 - 14</b>
<b>Summary of Local Government (Misc. Prov.) Act 1976 concerning Private Hire Vehicles</b>	<b>Page 15</b>
<b>Conditions attached to a Hackney Carriage Vehicle Licence</b>	<b>Page 16</b>
<b>City of Norwich Byelaws concerning Hackney Carriage Proprietors and Drivers</b>	<b>Page 17 - 21</b>
<b>Summary of Town Police Clauses Act 1847/ Local Government (Misc. Prov.) Act 1976 applicable To Hackney Carriage Drivers</b>	<b>Page 22</b>
<b>Conditions attached to Private Hire Operators</b>	<b>Page 23</b>
<b>Summary of Local Government (Misc. Prov.) Act 1976 concerning Private Hire Vehicle Operators</b>	<b>Page 24</b>
<b>Summary of Main Provisions of Part II of the Local Government (Misc. Prov.) Act 1976 and The Town Police Clauses Act 1947</b>	<b>Page 25 – 26</b>

## **Code of Conduct**

### **Hackney Carriage and Private Hire Drivers**

Hackney Carriage and Private Hire Drivers (referred to in this document as Drivers) are in a position of trust in respect of the safety and welfare of their passengers. The Licensing Authority, through its licensing team and committees, must ensure that all Drivers are 'fit and proper' to undertake their work as Drivers and that they also act as ambassadors for the district. It is essential that the Council and Drivers work together in order to ensure members of the public are treated with dignity and respect, including reporting any concerns.

On occasions, drivers may become aware of, or have suspicions that, their passengers may be the victim of abuse, neglect or exploitation either sexual or otherwise, or at risk of becoming a victim. In addition, drivers themselves may be accused of misconduct or inappropriate behaviour through the misinterpretation of the driver's actions or conversation.

Therefore, Norwich City Council has introduced this **Code of Conduct** which is aimed at providing the best possible service by protecting both passengers and drivers. This ensures that concerns, suspicions of abuse, neglect or exploitation can be reported appropriately and minimise the risk of misunderstandings.

Drivers are expected to comply with this Code of Conduct. Failure to do so may result in the driver being referred to the Regulatory Sub Committee to explain the circumstances surrounding any incident. In the event of a repeated and/or serious failure to comply, drivers can expect that consideration will be given to the suspension or revocation of their licence.

It should be noted that the code does not override any obligations that are enshrined in legislation, licence conditions or other contractual obligations, such as County Council contracts.

#### **Drivers should:**

- Act in a professional manner at all times
- Treat passengers and other road users with respect
- Keep relationships with passengers on an appropriate, professional basis
- Respect all individuals – regardless of age, disability, gender, sexual orientation, gender reassignment, religion/belief, language spoken, race or ethnicity

#### **And be aware of:**

- Safety and well-being of passengers must be paramount
- The importance of the use of appropriate language
- Be aware of the vulnerability of children and adults
- Be aware of passengers with special needs
- Any instruction given about the care or first aid requirements of a passenger
- Personal beliefs and standards, including dress and religion
- Passengers misreading situations

- The use of social networking sites such as Facebook and Twitter. These are public websites and therefore passengers conveyed may access a Driver's site. Ensure you use the appropriate privacy settings to avoid passengers viewing your social media sites

#### **Drivers should never:**

- Become over-friendly or unprofessional in any way with passengers or engage in any form of inappropriate relationship, infatuation or show favoritism
- Inappropriately touch a passenger, unless in an emergency situation, or if required to do so because of the additional needs of the passenger
- Administer medication unless a specific request has been made by the hirer
- Photograph or video passengers in your care unless used in compliance with data protection legislation and any relevant codes of practice issued by the Home Office or Information Commissioner's Office
- Engage with passengers through social networking sites (such as Facebook and Twitter), instant messengers or any other online communication software such as mobile phone applications or video games
- Phone or send text messages to passengers other than directly concerning the hiring of your vehicle
- Swear, make personal/humiliating comments, make comments that could be perceived to be hate crime, or tell inappropriate jokes in person or by any other means e.g. social media
- Offer or accept sweets, cigarettes or gifts of any sort
- Stop anywhere other than the specified pick up/drop off points unless requested by the hirer
- Show passengers videos or pictures on your mobile phone or any other electronic device

#### **Safeguarding:**

If a driver has concerns or suspects abuse, neglect or exploitation of a passenger then these should not be ignored. If there are any suspicions or concerns about the way someone is being treated it is important to report this. The safeguarding of children and vulnerable adults is everybody's responsibility. Remember that your information could help a vulnerable child or adult.

If a driver is working under a Norfolk County Council contract then their documents and guidance procedures should be followed alongside any training received by the driver.

Otherwise, the following procedures should be complied with in reporting any information or suspicions you may have of anyone being subject to abuse, neglect or exploitation:

#### **Action to be taken if you have concerns:**

- If your concerns are of an urgent matter or you believe that a crime has been committed and there is an immediate risk of danger, telephone the police emergency number, **999 or 112**
- If you are suspicious or are concerned that a child or an adult is suffering or is likely to suffer significant harm, including any form of mistreatment, abuse, neglect or exploitation but it is not of an urgent matter, please contact Norfolk Constabulary on **101**.

## **QUALIFICATIONS FOR APPLICATIONS FOR HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE DRIVERS LICENCE**

1. Every applicant for a hackney carriage and private hire driver's licence must have held a current full driving licence for at least 12 months. A provisional licence together with a certificate of competence to drive will not suffice.
2. A medical certificate must be submitted by the applicant as to his/her physical fitness to drive a hackney carriage or private hire vehicle. The Council reserves the right to demand a second opinion at the applicant's expense from a medical practitioner of their own choice.
3. The applicant shall produce his/her driving licence for examination before any licence is issued.
4. All unspent convictions shall be disclosed MOTORING OR CRIMINAL.
5. For prospective hackney carriage drivers the applicant shall be required to satisfy the Director of neighbourhoods as to his/her knowledge of Norwich as to the shortest routes between given points.

For prospective private hire drivers the applicant shall be required to satisfy the Director of neighbourhoods as to his/her knowledge of fixed points and places of interest in Norwich.

Applications from licensed drivers for the renewal of their licence shall be subject to a satisfactory medical examination on the third anniversary of the date from when the licence was first granted and then every three years thereafter

**(Please Note:** Where your medical practitioner indicates it is necessary, you may be required to produce a satisfactory medical certificate with your renewal application before the three year period referred to above has elapsed).

**CONDITIONS ATTACHED TO A CITY OF NORWICH DRIVER'S LICENCE  
WITH REGARD TO PRIVATE HIRE VEHICLES**

1. Conduct of Driver

The driver shall:-

- (a) afford all reasonable assistance with passengers' luggage.
- (b) at all times be clean and respectable in his/her dress and person and behave in a civil and orderly manner.
- (c) take all reasonable steps to ensure the safety of passengers conveyed in, entering or alighting from the vehicle driven by him/her.
- (d) not without the express consent of the hirer drink or eat in the vehicle.
- (e) not without the express consent of the hirer play any radio or sound reproducing instrument or equipment in the vehicle other than for the purpose of sending or receiving messages in connection with the operation of the vehicle.
- (f) at no time cause or permit the noise emitted by any radio or other previously mentioned equipment in the vehicle which he/she is driving to be a source of nuisance or annoyance to any person, whether inside or outside the vehicle.

2. Passengers

- (1) The driver shall not convey or permit to be conveyed in a private hire vehicle a greater number of persons than that prescribed in the licence for the vehicle.
- (2) The driver shall not without the consent of the hirer of the vehicle convey or permit to be conveyed any other person in that vehicle.

3. Lost Property

- (1) The driver shall immediately after the termination of any hiring of a private hire vehicle or as soon as practicable thereafter carefully search the vehicle for any property which may have been accidentally left therein.
- (2) If any property accidentally left in a private hire vehicle by any person who may have been conveyed therein is found by or handed to the driver, he/she shall take it as soon as possible and in any event within 48 hours, if not sooner

claimed by, or on behalf of, its owner, to a Police Station in the district and leave it in the custody of the officer in charge on his/her giving a receipt for it.

4. Written receipts

The driver shall if required by the hirer to a private hire vehicle provide him/her with a written receipt for the fare paid.

5. Animals

(1) The driver shall not convey in a private hire vehicle any animal belonging to or in the custody of him/herself or the proprietor or operator of the vehicle and he/she shall ensure that any animal belonging to or in the custody of any passenger is conveyed in the rear of the vehicle.

(2) The driver of a private hire vehicle which has been hired:

(a) by or for a disabled person with their guide, hearing or assistance dog: or

(b) by a person who will be accompanied in the private hire vehicle by such a disabled person

must carry the disabled passenger's dog ( and allow it to remain with the passenger) unless the driver has been granted a certificate of exemption on medical grounds by the Council which certificate must be carried by the driver and made available for inspection by the hirer or any other passenger on request.

6. Prompt Attendance

The driver of a private hire vehicle shall, if he/she is aware that the vehicle has been hired to be in attendance at an appointed time and place or he/she has otherwise been instructed by the operator or proprietor of the vehicle to be in attendance at an appointed time and place, punctually attend at that appointed time and place, unless delayed or prevented by sufficient cause.

7. Copy of Condition

The driver of a private hire vehicle shall carry with him/her a copy of these conditions and shall make them available for inspection by the hirer or any other passenger on request.

8. Deposit of Licence

If the driver is permitted or employed to drive a private hire vehicle of which the proprietor is someone other than him/herself, he/she shall before commencing to drive that vehicle deposit their Norwich City Council drivers licence with that proprietor for retention by him/her until such time as the driver ceases to be permitted or employed to drive the vehicle or any other vehicle of his/hers.

9. Taximeter

If a private hire vehicle is fitted with a taximeter, the driver shall not cause the fare recorded thereon to be cancelled or concealed until the hirer has had a reasonable opportunity of examining it and has paid the fare (unless credit is to be given).

10. Fare to be demanded

The driver shall not demand from any hirer of a private hire vehicle a fare in excess of any previously agreed for that hiring between the hirer and the operator or, if the vehicle is fitted with a taximeter and there has been no previous agreement as to the fare, the fare shown on the face of the taximeter.

11. Change of Address

The driver shall notify the Council in writing of any change of his/her address during the period of the licence within seven days of such change taking place.

12. Cautions, Convictions and Barred Lists

The driver shall within seven days of being aware of any caution or conviction or other penalty imposed on them during the period of their licence inform the licensing department of the Council in writing with details of the caution or conviction or other penalty, this includes all motoring offences and driving licence endorsements. The driver shall also inform the licensing department of the Council in writing within seven days of being aware of inclusion in any list barring or restricting the driver from working with adults or children within seven days of notification, with details of the bar or restriction. The driver must ensure that their notification has been received by the licensing department of the Council.

***Please note – should there be an allegation that this condition has been breached whereby the Council has not received proper notification, then it shall be the licence holders' responsibility to prove that due notification was given.***

13. Return of Badge

The driver shall upon the expiry (without immediate renewal), revocation or suspension of this licence forthwith return to the Council the driver's badge issued to him/her by the Council when granting the licence.

14. Display of licence plate

The licence holder shall at all times when driving the vehicle ensure that the licence plate is prominently displayed so as to be readily visible to members of the public and that the figures and numbers endorsed thereon are distinct and legible.

15. Conveying dead body

The licence holder who has knowingly conveyed in the vehicle the dead body of any person shall immediately thereafter notify the Public protection manager.

**These conditions are in addition to the provisions of Part II of the Local Government (Miscellaneous Provisions) Act, 1976.**



**SUMMARY OF THE MAIN PROVISIONS OF PART II OF THE LOCAL GOVERNMENT  
(MISCELLANEOUS PROVISIONS) ACT, 1976 CONCERNING PRIVATE HIRE DRIVERS**

- S.46 (1) (b) Driver to be licensed.
- S.51 (1) Grant of licence.  
(2) Conditions may be attached.  
(3) Council to maintain register.
- S.53 (2) Council may charge for licence.  
(3) (a) Driver to produce licence for inspection within five days.
- S.54 (1) Council to issue badge.  
(2) (a) Driver to wear badge.  
(2) (b) Offence not to wear badge.
- S.57 (1) Council may require applicant to submit any information to enable them to determine whether to grant licence.  
(2) (a)(i) Require production of medical certificate and  
(ii) submit to medical practitioner selected by the Council.
- S.61 (1) Council may suspend, revoke or refuse to renew licence on reasonable cause.  
(2) (a) Driver to return badge within 14 days of above.
- S.73 Offence to obstruct, failure to comply with requirement or failure to give information or assistance to an authorised officer.
- S.76 Penalty for offences – Fine not exceeding level 3 on the standard scale.  
[£1000 at time of writing]

## **CONDITIONS ATTACHED TO A PRIVATE HIRE VEHICLE LICENCE**

1. Throughout these conditions “proprietor” includes a part-proprietor and, in relation to a vehicle which is the subject of a hiring agreement or a hire-purchase agreement, means the person in possession of the vehicle under that agreement.
2. In the event of the proprietor of a private hire vehicle changing his/her address he/she shall within 7 days give notice in writing to the Director of neighbourhoods and shall produce the vehicle licence at the office of the Director of neighbourhoods to enable details of the new address to be endorsed thereon.
3. The licence shall be in force only whilst the vehicle has a current valid Mechanical Test Certificate issued by Norwich City Council or their appointed agent.
4. The vehicle shall be kept in good order, the interior clean and the braking machinery efficient. There shall be an electric light fitted in the interior of the vehicle, in working order.
5. If any alteration is proposed to be made to any part of the vehicle the Director of neighbourhoods shall be notified and consent obtained before any such alteration is carried out.
6. A 1kg dry powder fire extinguisher with a fire rating of 5A/34B complying with BS EN:3 1996 shall be installed in the vehicle and in satisfactory working order at all times.
7. The floor of the vehicle shall be covered with a proper carpet, mat or other suitable covering.
8. The vehicle shall be equipped with a satisfactory arrangement for quickly replacing any punctured or damaged tyres and shall in any case carry a roadworthy spare wheel with fitted tyre.
9. The number of the licence shall be legibly marked:-
  - (i) inside the vehicle, on a card affixed to the vehicle, so as to be visible to passengers;
  - (ii) outside the vehicle on a yellow plate affixed vertically to the rear of the vehicle, on the opposite side to the exhaust and a reasonable distance above the ground.
10. There shall be displayed inside the vehicle a notice supplied by the Council stating to the effect that:-
  - (i) The vehicle is a private hire vehicle;
  - (ii) The vehicle may not be hailed in the street or boarded from a rank;
  - (iii) Fares cannot be controlled by the City Council and should be negotiated with the operator;
  - (iv) Any complaints should be referred to the City Council.

11. Signage identifying the vehicle is a Private Hire Vehicle, as approved by the Director of neighbourhoods, shall be displayed on both rear doors of the vehicle.
12. The vehicle shall contain sufficient means by which the passenger may communicate with the driver, a watertight roof or covering and a means of opening and closing the windows.
13. The seats shall be properly cushioned or covered, fittings and furniture shall be kept clean and adequate for the convenience of persons conveyed therein and a means shall be provided for securing luggage.
14. If the vehicle is equipped with a taximeter, the same and all fittings thereof shall be so affixed to the vehicle with seals or other appliances that it shall not be practicable for any person to tamper with them, except by breaking, damaging or permanently displacing the seals or other appliances.
15. The vehicle may only be equipped with a taximeter of the type specified in the Council's Byelaws with respect to hackney carriages or such other type as may be approved by the Council from time to time.
16. Any sign or lettering displayed shall be non-illuminated and shall be confined to the nearside and offside front doors of the vehicle, and the words "taxi" or "cab" whether in the singular or plural or any word of similar meaning or appearance should not appear on any private hire vehicle even to denote the name of the firm concerned, except:
  - (a) as authorised by these conditions or any Act or Byelaw;
  - (b) a permanently fitted roof bar or permanently fitted roof sign with the wording "pre-booked only" back and front which must be clearly visible by day and night of a size and dimension approved by the Director of neighbourhoods.
17. On initial licensing the age of the vehicle shall not exceed 5 years, from date of first registration with the DVLA.
18. The vehicle shall not be more than 10 years old unless passed by the Director of neighbourhoods as in exceptionally good condition.
19. The vehicle shall not be less than 1400cc, except for hydrogen fuel cell, electric and hybrid vehicles.
20. The number of passengers carried in the vehicle shall not exceed such number as that for which the vehicle is licensed and the number of such passengers shall be clearly marked upon the licence plate.
21. The seating capacity of the vehicle will be determined as follows:-
  - (a) where separate seats for each person are provided one person shall be counted for each separate seat provided; and

(b) where the vehicle is fitted with continuous seats one person shall counted for each complete length of 16 inches measured in a straight line lengthwise on the front of each seat and where such continuous seat is fitted with arms for the purpose of separating the seating spaces and such arms are so constructed that they can be folded back or otherwise put out of use such seat shall be measured for the purpose of this condition as if it had not been fitted with such arms.

22. Any vehicle conforming to the standard specification for Hackney Carriages as from 24<sup>th</sup> November 2009 shall not be used as a private hire vehicle.
23. The licence shall be revocable in the event of the Council being reasonably satisfied that a breach of any of the foregoing conditions has occurred and the licence holder may be liable to prosecution.
24. These conditions are in addition to the provisions of Part II of the Local Government (Miscellaneous Provisions) Act, 1976.

**SUMMARY OF THE MAIN PROVISIONS OF PART II OF THE LOCAL GOVERNMENT  
(MISCELLANEOUS PROVISIONS) ACT, 1976 CONCERNING PRIVATE HIRE  
VEHICLES**

- S.46 (1) (a) Vehicle to be licensed.
- S.48 (1) (a) Grant of vehicle licence – subject to provisions:-suitability, design, condition, comfortable, safe, etc.
- (2) Council may attach conditions.
- (5) Plate or disc to be issued.
- (6) Plate to be displayed as prescribed.
- S.49 (1) On proprietor's interest in vehicle being transferred to notify Council within 14 days.
- (2) Offence not to inform of transfer
- S.50 (1) Vehicle to be presented for inspection and testing on request by Council on not more than 3 occasions in any 1 year.
- (2) Requirement to inform Council where vehicle is kept when not in use.
- (3) Proprietor to report accident to vehicle within 72 hours.
- (4) Vehicle licence and insurance certificate to be produced on request.
- S.57 (1) Power to require applicants to submit information.
- S.58 (1) (a) Return of plate or disc on revocation, suspension or expiry of licence within 7 days after notice.
- (2) (b) Authorised officer entitled to remove plate and retain it.
- S.60 (1) Council may suspend or revoke or refuse to renew vehicle licence if vehicle unfit for use, non-compliance with Act by driver or operator or any other cause.
- (2) Within 14 days of above Council to give notice of grounds.
- S.68 Authorised officer or police constable may inspect and test vehicle and taximeter. Authorised officer or police constable may issue notice suspending licence if not satisfied.
- S.71 (1) Vehicle does not have to have taximeter, BUT where fitted must be tested and approved by the Council.
- S.73 (1) Offence to obstruct authorised officer or police constable or comply with his requirements.
- S.76 Penalty for offences – Fine not exceeding level 3 on the standard scale.  
[£1000 at time of writing]

## **CONDITIONS ATTACHED TO A HACKNEY CARRIAGE VEHICLE LICENCE**

1. Only vehicles which conform to the standard specifications for hackney carriages as adopted on 24<sup>th</sup> November 2009 may be used as a hackney carriage. A copy of which may be obtained from the Director of neighbourhoods, City Hall.
2. Any vehicle licensed as a hackney carriage must conform to the standard specification adopted on the 24<sup>th</sup> November 2009, and such licence shall only be valid so long as that vehicle continues to hold a current valid Mechanical Test Certificate issued by Norwich City Council or their appointed agent.
3. On initial licensing the age of the vehicle shall not exceed 5 years, from date of first registration with the DVLA.
4. With effect from 1<sup>st</sup> April 2017, a vehicle licence shall not be renewed if the age of the vehicle exceeds 15 years, from the date of first registration with the DVLA, on the date that the current licence expires.
5. A fully paid up insurance policy in respect of the vehicle, covering passenger risks, (unlimited), must be in force during the currency of the licence.
6. The Director of neighbourhoods must be notified if any alteration is proposed to be made to any part of the vehicle before such alteration is carried out.
7. The vehicle shall be equipped with a satisfactory arrangement for quickly replacing any punctured or damaged tyres and shall in any case carry a roadworthy spare wheel with fitted tyre.

**NORWICH CITY COUNCIL BYELAWS WITH RESPECT TO HACKNEY  
CARRIAGE PROPRIETORS AND DRIVERS**

Provisions regulating the manner in which the number of each hackney carriage corresponding with the number of its licence shall be displayed

2. (a) The proprietor of a hackney carriage shall cause the number of the licence granted to him/her in respect of the carriage to be legibly painted or marked on the outside and inside of the carriage or on plates affixed thereto.
- (b) A proprietor or driver of a hackney carriage shall:-
- (i) not wilfully or negligently cause or suffer any such number to be concealed from public view while the carriage is standing or plying for hire;
  - (ii) not cause or permit the carriage to stand or ply for hire with any such painting, marking or plate, so defaced that any figure or material particular is illegible.

Provisions regulating how hackney carriages are to be furnished or provided

3. The proprietor of a hackney carriage shall:-
- (a) provide sufficient means by which any person in the carriage may communicate with the driver;
  - (b) cause the roof to be kept water-tight;
  - (c) provide any necessary windows and a means of opening and closing not less than one window on each side;
  - (d) cause the seats to be properly cushioned or covered;
  - (e) cause the floor to be provided with a proper carpet, mat or other suitable covering;
  - (f) cause the fittings and furniture generally to be kept in a clean condition, well maintained and in every way fit for public service;
  - (g) provide means for securing luggage if the carriage is so constructed as to carry luggage;
  - (h) provide an efficient fire extinguisher, which shall be carried in such a position as to be readily available for use;
  - (i) provide at least two doors for the use of persons conveyed in such carriage and a separate means of ingress and egress for the driver.

4. The proprietor of a hackney carriage shall cause the same to be provided with a taximeter so constructed, attached and maintained as to comply with the following requirements, that is to say:-
- (a) The taximeter shall be fitted with a key, flag or other device, the operation of which will bring the machinery of the taximeter into action and cause the word "HIRED" to appear on the face on the taximeter;
  - (b) such key, flag, or other device shall be capable of being locked in such a position that the machinery of the taximeter is not in action and that no fare is recorded on the face of the taximeter;
  - (c) when the machinery of the taximeter is in action, there shall be recorded on the face of the taximeter, in clearly legible figures, a fare not exceeding the rate of fare which the proprietor or driver is entitled to demand and take for the hire of the carriage by time and distance, in pursuance of the tariff fixed by the Council in that behalf;
  - (d) the word "fare" shall be printed on the face of the taximeter in plain letters so as clearly to apply to the fare recorded thereon;
  - (e) the taximeter shall be so placed that all letters and figures on the face thereof are at all times plainly visible to any person being conveyed in the carriage, and for that purpose the letters and figures shall be capable of being suitably illuminated during any period of hiring;
  - (f) the taximeter and all fittings thereof shall be so affixed to the carriage with seals or other appliances that it shall not be practicable for any person to tamper with them except by breaking, damaging or permanently displacing the seals or other appliances.

Provisions regulating the conduct of the proprietors and drivers of hackney carriages plying within the district in their several employments, and determining whether such drivers shall wear any and what badges.

5. The driver of a hackney carriage provided with a taximeter shall:-
- (a) when standing or plying for hire, keep the key, flag or other device fitted in pursuance of the byelaw in that behalf, locked in the position in which no fare is recorded on the face of the taximeter;
  - (b) before beginning a journey for which a fare is charged for distance and time, bring the machinery of the taximeter into action by moving the said key, flag or other device so that the word 'HIRED' is legible on the face of the taximeter, and keep the machinery of the taximeter in action until the termination of the hiring;
  - (c) cause the dial of the taximeter to be kept properly illuminated throughout any part of a hiring which is during the hours of darkness, this being the time



between half-an-hour after sunset to half-an-hour before sunrise, and also at any other time at the request of the hirer.

6. A proprietor or driver of a hackney carriage shall not tamper with or permit any person to tamper with any taximeter with which the carriage is provided, with the fittings thereof, or with the seals affixed thereto.
7. The driver of a hackney carriage shall, when plying for hire in any street and not actually hired:-
  - (a) proceed with reasonable speed to one of the stands fixed by the Council in that behalf;
  - (b) if the stand at the time of his/her arrival is occupied by the full number of carriages authorised to occupy it, proceed to another stand;
  - (c) on arriving at a stand not already occupied by the full number of carriages authorised to occupy it station the carriage immediately behind the carriage or carriages on the stand, and so as to face in the same direction;
  - (d) from time to time when any other carriage immediately in front is driven off or moved forward, cause his/her carriage to be moved forward so as to fill the place previously occupied by the carriage driven off or moved forward.
8. A proprietor or driver of a hackney carriage, when standing or plying for hire, shall not, by calling out or otherwise, importune any person to hire such carriage and shall not make use of the services of any other person for the purpose.
9. The driver of a hackney carriage shall behave in a civil and orderly manner and shall take all reasonable precaution to ensure the safety of persons conveyed in or entering or alighting from the vehicle.
10. The proprietor or driver of a hackney carriage, who has agreed or has been hired to be in attendance with the carriage at an appointed time and place shall, unless delayed or prevented by some sufficient cause, punctually attend with such carriage at such appointed time and place.
11.
  - (a) A proprietor or driver of a hackney carriage shall not convey or permit to be conveyed in such carriage, any greater number of persons than the number of persons specified on the plate affixed to the outside of the carriage, provided however that for this purpose two children below the age of ten years may be counted as one person insofar as the rear seating only is concerned.
  - (b) The driver shall not allow there to be conveyed in the front of a hackney carriage vehicle:-
    - (i) any child below the age of ten years; or
    - (ii) more than one person above that age.

12. If a badge has been provided by the Council and delivered to the driver of a hackney carriage, he/she shall, when standing or plying for hire and when hired, wear that badge in such position and manner as to be plainly visible.
13. The driver of a hackney carriage, so constructed as to carry luggage shall, when requested by any person hiring or seeking to hire the carriage:-
  - (a) convey a reasonable quantity of luggage;
  - (b) afford reasonable assistance in loading and unloading;
  - (c) afford reasonable assistance in removing itto or from the entrance of any building, station or place at which he/she may take up or set down such person.
14. The driver of a hackney carriage shall:-
  - (a) not without the express consent of the hirer, play any radio or in-car sound equipment other than for the purpose of radio communication in connection with the operation of the business of the vehicle and this to be in such manner as not to cause annoyance to anyone.
  - (b) not at any time when driving for hire, smoke tobacco or any other like substance;
  - (c) if requested by the hirer of a hackney carriage provide him/her with a written receipt for the fare paid;
  - (d) not convey in a hackney carriage any animal belonging to or in the custody of him/herself or the proprietor or operator of the vehicle.

Rates or fares to be paid for hackney carriages within the district, and securing the due publication of such fares

15. The proprietor or driver of a hackney carriage shall be entitled to demand and take for hire of the carriage the rate or fare prescribed by the Council, the rate or fare being calculated by time and distance unless the hirer expresses at the commencement of the hiring his/her desire to engage by time only. Provided always that where a hackney carriage shall be hired by time and distance the proprietor or driver thereof shall not be entitled to demand and take a fare greater than that recorded on the face of the taximeter, save for any extra charges authorised by the Council which it may not be possible to record on the face of the taximeter.
16.
  - (a) The proprietor of a hackney carriage shall cause a statement of the fares fixed by the Council in that behalf to be exhibited inside the carriage, in clearly distinguishable letters and figures.
  - (b) The proprietor or driver of a hackney carriage bearing a statement of fares, in accordance with this byelaw, shall not wilfully or negligently cause or suffer the letters or figures in the statement to be concealed or rendered illegible at any time while the carriage is plying or being used for hire.

Provision securing the safe custody and re-delivery of any property accidentally left in any hackney carriages

17. The proprietor or driver of a hackney carriage shall, immediately after the termination of any hiring, or as soon as practicable thereafter, carefully search the carriage for any property which may have been accidentally left therein.
18. The proprietor or driver of a hackney carriage shall, if any property accidentally left therein by any person who may have been conveyed in the carriage, be found by or handed to him/her carry it as soon as possible, and in any event within 48 hours, if not sooner claimed by, or on behalf of, its owner, to a Police Station in the district and leave it in the custody of the officer in charge on his/her giving a receipt for it.
19. Every proprietor or driver of a hackney carriage who shall, knowingly convey in the carriage the dead body of any person shall, immediately thereafter, notify the fact to the Chief Environmental Health Officer of the Council.

Penalties

20. Every person who shall offend against any of these byelaws shall be liable on summary conviction to a fine not exceeding one hundred pounds and in the case of a continuing offence to a further fine not exceeding five pounds for each day during which the offence continues after conviction thereof.

**LICENSED HACKNEY CARRIAGE DRIVERS PLEASE NOTE**

The Norwich City Council Drivers Licence issued to persons authorised to drive hackney carriages is a dual licence, that authorises the holder to also drive Norwich city council licensed private hire vehicles. Therefore the conditions detailed in the section of this document entitled 'CONDITIONS ATTACHED TO A CITY OF NORWICH DRIVER'S LICENCE WITH REGARD TO PRIVATE HIRE VEHICLES' also apply.

Where the condition applies specifically to the driving of a private hire vehicle, then it would only apply when driving said vehicle. Where a condition is not specific to the driving of a particular vehicle, such as condition 12. which relates to informing the council of convictions, then it would apply at all times.

**SUMMARY OF MAIN PROVISIONS OF THE TOWN POLICE CLAUSES ACT, 1847**  
**APPLICABLE TO HACKNEY CARRIAGE DRIVERS**

- |      |   |
|------|---|
| S.46 | Driver not to act without licence.                |
| S.50 | Council may revoke licence on second conviction.  |
| S.52 | Plying for hire without plate attached.           |
| S.53 | Refusing to drive without reasonable excuse.      |
| S.54 | Offence to demand more than sum agreed.           |
| S.55 | Agreement to pay more than legal sum not binding. |
| S.58 | Offence of overcharging.                          |
| S.59 | Vehicle may be shared only with consent of hirer. |
| S.62 | Vehicle not to be left unattended.                |
| S.66 | Unpaid fare may be recovered in County Court.     |
| S.68 | Council may make byelaws.                         |

**Local Government (Miscellaneous Provisions) Act 1976**

**S. 61 Suspension and revocation of drivers' licences.**

- (1) Council may suspend, revoke or refuse to renew licence on reasonable cause.

## **CONDITIONS ATTACHED TO PRIVATE HIRE OPERATORS LICENCE**

1. Licensed Operators shall keep a record of all bookings showing the points of commencement and termination of each journey, the charge made, the person accepting the booking, the vehicle used and the name of the driver.
2. Licensed Operators shall keep a record containing the names and addresses of proprietors, registration numbers and licence numbers of all vehicles operated.
3. All records kept by the Operator shall be preserved for a period of not less than six months following the date of the last entry.
4. The Operator shall notify the Council in writing of any change of his/her address (including any address from which he/she operates or otherwise conducts his/her business as an operator) during the period of the licence within seven days of such change taking place.
5. In the event of the licence holder being convicted of an offence of whatever kind he/she shall within seven days notify the Director neighbourhoods in writing of the conviction giving particulars of the date and place of conviction, the nature of the offence and the penalty imposed, together with such further information concerning the offence as the Director of neighbourhoods may require.
6. These conditions are in addition to the provisions of Part II of the Local Government (Miscellaneous Provisions) Act, 1976.

**SUMMARY OF THE MAIN PROVISIONS OF PART II OF THE LOCAL GOVERNMENT  
(MISCELLANEOUS PROVISIONS) ACT, 1976 CONCERNING PRIVATE HIRE VEHICLE  
OPERATORS**

- S.46 (1) (d) Operator to be licensed.  
(e) Operator must ensure vehicle and drivers are licensed.
- S.55 (1) Grant of Operator's licence.  
(3) Council may attach conditions.
- S.56 (1) Contract for hire with Operator.  
(2) Records of bookings of journey to be kept and produced to authorised officer or police officer on request.  
(3) Records of vehicles operated by licence holder shall be required to be kept and produced on request.  
(4) Operator's licence to be produced on request of authorised officer or police officer.
- S.57 (2) (b) Council may require applicant for Operator's licence to submit certain information as required to obtain a licence:  
(i) name and address of applicant and any others concerned, etc:  
(ii) convictions:  
(iii) previous applications:  
(iv) other matters considered relevant.
- S.62 (1) Council may suspend, revoke or refuse to renew licence for:-  
(a) any offence or non-compliance with provisions:  
(b) conduct which Council consider renders him/her unfit to hold licence:  
(c) any material change on basis of licence being issued:  
(d) any other reasonable cause.
- S.70 (2) (c) Council to fix fees for licence.
- S.73 Obstruction of authorised officers.
- S.76 Penalty for offences – fine not exceeding level 3 on the standard scale. [£1000 at time of writing].

**SUMMARY OF THE MAIN PROVISIONS OF PART II OF THE LOCAL GOVERNMENT  
(MISCELLANEOUS PROVISIONS) ACT, 1976 AND THE TOWN POLICE  
CLAUSES ACT, 1847**

**Local Government (Miscellaneous Provisions) Act, 1976**

- S.47 (1) Council may attach conditions to licence.  
(2) Council may require vehicle to be clearly identified as a hackney carriage.
- S.49 (1) On proprietor's interest in vehicle being transferred to notify Council within 14 days.  
(2) Offence not to inform of transfer.
- S.50 (1) Vehicle to be presented for inspection and testing on request by Council on not more than 3 occasions in 1 year.  
(2) Requirement to inform Council where vehicle is kept when not in use.  
(3) Proprietor to report accident to vehicle within 72 hours.  
(5) Vehicle licence and insurance certificate to be produced on request.
- S.57 (1) Power to require applicant to submit information.
- S.58 (1) Return of plate or disc on revocation, suspension or expiry of licence within 7 days after notice.  
(2) (b) Authorised officer entitled to remove plate and retain it.
- S.60 (1) Council may suspend or revoke or refuse to renew vehicle licence if – vehicle unfit for use, non-compliance with Act by driver or any other reasonable cause.  
(2) Within 14 days of above Council to give notice of grounds.
- S.63 Council may appoint hackney carriage stands.
- S.64 Prohibition of other vehicles on hackney carriage stands.
- S.65 Council may fix fares for hackney carriages.
- S.66 If no agreement made for fare for journey ending outside district driver can only charge what would have been shown on meter.
- S.67 If hackney carriage used as private hire, fare or charge cannot be more than current fare laid down by Council. Fare to be calculated from point in district at which hirer commences journey.
- S.68 Authorised officer or police constable may inspect and test vehicle and taximeter and issue notice suspending licence if not satisfied.
- S.69 Offence to prolong journey.
- S.73 Offence to obstruct authorised officer or police constable or comply with requirements.

- S.76      Penalty for offences – Fine not exceeding level 3 on the standard scale.  
                 [£1000 at time of writing]

Town Police Clauses Act, 1847

- S.44      Notice of change of address by proprietors to be given in writing to Council  
                 within 7 days.
- S.45      Offence to ply for hire without vehicle licence or while licence suspended or  
                 not having plate attached.
- S.47      Offence for proprietor to employ unlicensed driver.
- S.48      Proprietor to retain licence of driver.
- S.50      Council may revoke licence on second conviction.
- S.51      Offence not to have seating capacity plate attached to vehicle.



**Report to** Licensing committee  
30 January 2020  
**Report of** Environmental health and public protection manager  
**Subject** Statement of Licensing Policy for Sex Establishments

---

**Item**

**6**

### **Purpose**

To consider a revised draft Statement of Licensing Policy for Sex Establishments, under the Local Government (Miscellaneous Provisions) Act 1982, for recommendation to Council for adoption as the council's formal policy.

### **Recommendation**

To recommend to Council the adoption of the Statement of Licensing Policy for Sex Establishments attached at Appendix A as the council's formal policy.

### **Corporate and service priorities**

The report helps to meet the corporate priorities of inclusive economy and people living well.

### **Financial implications**

None.

**Ward/s:** All Wards

**Cabinet member:** Councillor Maguire - Safe and sustainable city environment

### **Contact officers**

Tony Shearman, Public protection manager

01603 212278

### **Background documents**

None

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## Report

1. The council has adopted the relevant part of the Local Government (Miscellaneous Provisions) Act 1982 (LGMPA 82) to enable it to licence sex establishments; which are defined as:-
  - Sexual Entertainment Venues
  - Sex Cinemas
  - Sex Shops
2. There is no specific requirement under the legislation for a local authority to adopt a policy, however it is considered appropriate to do so to enable the council to:-
  - Set out its approach for the benefit of operators
  - Guide and reassure the public and other public authorities
  - Ensure transparency
  - Ensure consistency
  - Guide and focus members of the Licensing committee
3. The LGMPA 82 (as amended by the Police and Crime Act 2009) allows a licensing authority to set out in its policy numbers of sex establishments that it considers appropriate for a particular locality or localities, if it feels it appropriate to do so.
4. However, it is important to note that any numbers specified in a policy cannot be considered absolutely binding, and that each application must be considered on its own merits.
5. The council's current policy, adopted in 2014, does not include any such control on numbers of licensed premises.
6. An updated draft policy, which included defining relevant localities and appropriate numbers of licensed premises, was considered by the Licensing committee 18 December 2018, and authorised for public consultation. This public consultation took place between January and March 2019.
7. The results of the consultation were considered by the Licensing committee 6 June 2019, and an amended draft policy recommended for adoption by full council.
8. Part of the resolution of the Licensing committee 6 June 2019 included the following amendment to the draft policy:-

*(4) To bring the annual renewal of each SEV licence to the committee or consideration.*

However it was not entirely clear from this resolution, exactly how the previous wording of the draft policy relating to officer delegations, was to be amended.

9. In order to provide clarity on this matter, a meeting was held with the chair and vice chair of the Licensing committee on the 18 November 2019, and amended

wording of the relevant paragraphs was agreed, as reflecting the intentions of the committee, and is set out below:-

Original wording-

*If the application is valid and no objections have been received and there are no other statutory grounds for refusal, the application will be granted by way of delegated authority.*

*In cases where objections have been received, or if there are concerns regarding the characteristics of the locality, or any other discretionary ground of refusal, the application will be referred to the Licensing Committee for a hearing and determination of the application.*

Amended wording-

*Subject to the following paragraph, if the application is valid and no objections have been received and there are no other statutory grounds for refusal, the application will be granted by way of delegated authority.*

*In cases where objections have been received, or if there are concerns regarding the characteristics of the locality, or any other discretionary ground of refusal, including the application, if granted, leading to exceeding any maximum numbers of premises in a relevant locality, as detailed in section 4. of this policy, the application will be referred to the Licensing Committee for a hearing and determination of the application.*

10. Members are asked to consider this amended wording for inclusion in the policy.

11. A copy of the draft policy as recommended to council by the Licensing committee 6 June 2019, and amended as above by agreement with the chair and vice chair, is attached at Appendix A.



**NORWICH**  
City Council

**Local Government (Miscellaneous Provisions) Act 1982**

# **Statement of Licensing Policy**

**for**

## **SEX ESTABLISHMENTS**

**Incorporating Guidance and  
Standard Conditions**

Approved by Licensing Committee 6 June 2019  
Adopted by Full Council??

# Statement of Licensing Policy for Sex Establishments

## Contents

1	Introduction	3
2	Policy development and consultation details	4
3	Types of Sex Establishment and definitions	4
4	Location of Licensed Premises	5
5	Application Process	6
6	Consultation procedures and Commenting on licence applications	7
7	Determination of applications	9
8	Conditions	11
9	Refusal of licences	11
10	Revocation of licence	12
11	Cancellation of licences	12
12	Right to appeal a decision	12
13	Compliance Monitoring and enforcement	13
14	Exchange of Information	13
15	Policy Evaluation and review	13
Glossary, Definitions and Bibliography		15
Appendix		
A	Notice of Application for The Grant / Renewal / Transfer of a Sex Establishment Licence	19
B	Standard Sex Establishment Licence Conditions Restrictions and Terms applicable to Sex Shops and Sex Cinemas	20
C	Standard Sex Establishment Licence Conditions Restrictions and Terms applicable to Mail-Order Premises	25
D	Standard Sex Establishment Licence Conditions Restrictions and Terms applicable to Sexual Entertainment Venue Premises	29

## 1. Introduction

This policy has been drafted following new legislative provisions introduced by the Policing and Crime Act 2009 (and adopted by the City Council) that allow the council to regulate lap dancing and similar venues, and provides a framework for regulation of all existing and future sex establishments in the City.

Norwich City Council has adopted schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 (as amended by section 27 of the Policing and Crime Act 2009) so that it can regulate *sex establishments* in the City.

In this policy

- the Local Government (Miscellaneous Provisions) Act 1982 as amended is referred to as *The Act* unless otherwise stated.
- Norwich City Council as Licensing Authority for Sex Establishments is referred to as *the Authority*.

A Glossary of definitions and terms is provided at the end of the Policy for reference.

The policy is intended to set out clear and concise guidance, procedure and principles for the benefit of the Authority, the community, applicants and other relevant organisations.

Due to the requirement that each application must be considered on its own merits, although the Licensing Committee must have regard to this policy as part of their decision making process they are not rigidly bound by it. Should the Licensing Committee choose to depart from this policy, clear and concise reasons for doing so will be provided.

The policy also contains standard conditions which will be applied to the different types of sex establishment which forms part of any licence granted.

This policy relates to any premises wishing to operate as a Sex Shop, Sex Cinema or Sexual Entertainment Venue in Norwich.

Not all premises involved in such businesses will automatically require a Sex Establishment licence. Where there is an exemption within the legislation this has been set out in this policy document.

Notwithstanding matters contained within this policy document, consideration will be given to the provisions of the Human Rights Act 1998 when considering applications for Sex Establishment licences.

The Authority does not take a moral stance through the adoption of this policy. We recognise that Parliament has made it lawful to operate a sex establishment, and that such businesses are a legitimate part of the retail and leisure industries. It is our role as a licensing authority to regulate such premises in accordance with the law.

## 2. Policy development and consultation details

## Statement of Licensing Policy for Sex Establishments

In developing this policy the Authority has had regard to the legal requirements of the Act and the Policing and Crime Act 2009 and its duties under:

- section 17 of the Crime and Disorder Act 1998 to take all reasonable steps to reduce crime and disorder within the City;
- the Regulators' Compliance Code (set out under the Legislative and Regulatory Reform Act 2006) not to impede economic progress by the regulations we set out and to particularly consider the impact of regulations on small businesses; and
- the Provision of Services Regulations 2009 to ensure requirements are:
  - (i) non-discriminatory
  - (ii) justified by an overriding reason relating to the public interest
  - (iii) proportionate to that public interest objective
  - (iv) clear and unambiguous
  - (v) objective
  - (vi) made public in advance, and
  - (vii) transparent and accessible.

The Authority consulted on this policy between 16<sup>th</sup> January and 13<sup>th</sup> March 2019. It was approved by the Licensing Committee on the 6<sup>th</sup> June 2019 and adopted by Full Council on **????**

### 3. Types of Sex Establishment and definitions

There are 3 types of sex establishments (as defined in the Act):

- Sex Shops
- Sex Cinemas
- Sexual Entertainment Venues.

These terms are defined in Schedule 3 of the Act (and summarised in the Glossary below). It includes any premises, vehicle, vessel or stall used as a sex establishment but does not apply to the sale, supply or demonstration of articles which are manufactured for use primarily for the purposes of birth control or primarily relate to birth control.

In deciding whether entertainment is "relevant entertainment" in respect of a Sexual Entertainment Venue the Authority will judge each case on its merits, but will generally apply to:

- lap dancing
- pole dancing
- table dancing
- strip shows
- peep shows
- live sex shows

The Authority recognises that not all premises which provide Adult entertainment facilities automatically require a Sex Establishment licence.

This is due to certain provisions and exemptions within the legislation as detailed below.



## Statement of Licensing Policy for Sex Establishments

Applications can be made to waive the requirement for a sex establishment licence. However, the Authority does not consider it would be appropriate to permit waivers from the requirements to hold a sex establishment licence except in extreme circumstances which will be considered by the Authority's Licensing Committee (for example, to allow a temporary re-location of a business following damage to licensed premises).

The Act provides an exemption allowing premises without a Sex Establishment Licence to provide *relevant entertainment* on an infrequent basis of no more than eleven occasions within a 12-month period, providing there is at least one month between each period of entertainment which itself does not last for more than 24 hours. However such premises will require to hold an appropriate authorisation under the Licensing Act 2003. In considering and granting such authorisations, which relate to nudity, striptease and similar, the Authority will have regard to the Authority's Statement of Licensing Policy and also the principles contained in this policy document

### 4. Location of Licensed Premises

The Authority acknowledges that a concentration of licensed premises in a particular area can result in a potential fear of crime, anti-social behaviour, noise pollution and other disturbance to residents. In such cases the amenity of local residents can be placed under severe pressure.

In considering the characteristics of a locality the Authority will take account of the density and proximity of:

- schools, nurseries, crèches, youth hostels and other similar educational or recreational facilities attended by children,
- parks and children's play areas,
- residential and sheltered accommodation,
- religious and community buildings,
- alcohol or entertainment licensed premises,
- other retail units (and their uses).

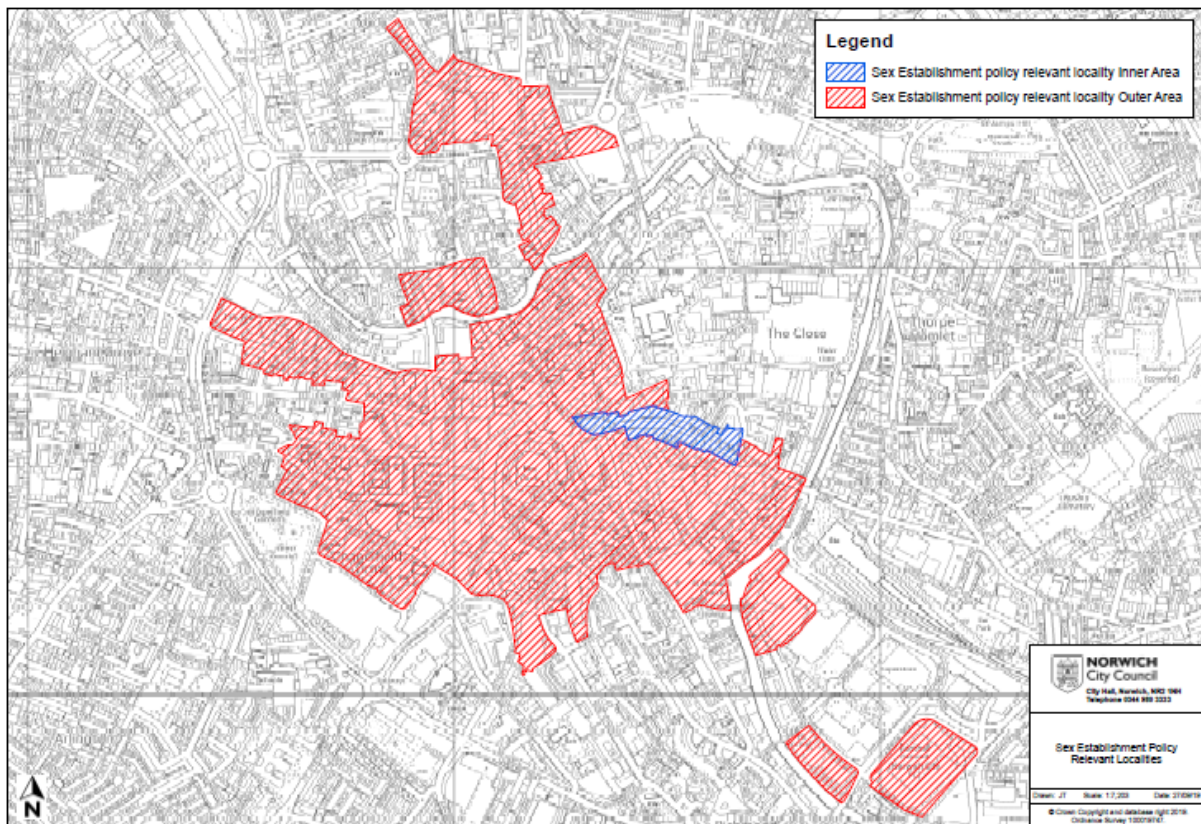
As provided for under the provisions of the Act, the Authority can refuse applications for new or renewed licences where the number of sex establishments in the relevant locality at the time the application is made is equal to or exceeds the number which we consider appropriate for that locality. This number can be 'nil'.

In recognising that different parts of the City have different characteristics the Authority has imposed a limit on the number of premises that may be licensed in a given area, and will treat each application upon its own merits. The Authority considers the maximum numbers should be:

Locality	number
Sex establishment relevant locality - inner area	2
Sex establishment relevant locality - outer area	2
All city council areas outside those defined above	nil

## Statement of Licensing Policy for Sex Establishments

The Authority expects that applications for licences for permanent commercial premises should be from businesses with planning consent for the property concerned.



Map showing the inner and outer relevant locality areas

### 5. Application Process

Applicants should be aware that planning is a separate jurisdiction to licensing. Potential licence applicants should ensure that appropriate planning permission is in place prior to submission of an application for a licence.

Premises may require to hold a Licence under the Act as a Sex Establishment and also a separate licence under the Licensing Act 2003 (for the sale of alcohol and late night refreshment)

An application for the grant, renewal, transfer or variation of a Sex Establishment licence must be made in writing to the Authority in accordance with the requirements shown in Annex A to this policy together with the application fee,

Applications can be made in the following ways:

- By post/personal service to:  
The Licensing Team, Norwich City Council, City Hall, St Peter's Street,  
Norwich NR2 1NH
- Via Email: [licensing@norwich.gov.uk](mailto:licensing@norwich.gov.uk)

## Statement of Licensing Policy for Sex Establishments

- Online:  
[https://www.norwich.gov.uk/directory\\_record/1186/sex\\_shops\\_and\\_cinemas/category/108/sex\\_shops\\_and\\_cinemas](https://www.norwich.gov.uk/directory_record/1186/sex_shops_and_cinemas/category/108/sex_shops_and_cinemas)

The application must be copied by the applicant to the Police within 7 days after the date the application was made, except when received by the council electronically.

Applicants must provide their name, address and (where the applicant is an individual) their age, plus the premises address and the proposed licensed name of the premises.

Applicants must, at the time of submission of a new grant or variation application, provide a scheme showing the exterior design for consideration by the Authority before the premises are opened for business in order to ensure that exterior design of the premises shall be such that the interior of the premises is not visible to passers-by.

In addition, applicants must, at the time of submission of a new grant or variation application, provide a plan showing the interior layout of the premises for consideration by the Authority. In the case of Sexual Entertainment Venues such plan must outline the area where relevant entertainment will take place.

Applicants for Sexual Entertainment Venues must also submit a copy of their "House Rules". Such House Rules must contain the required conduct of performers which shall include matters containing conditions of licence, i.e. no touching, no meeting customers outside of the licensed premises for any purpose, no sex acts, no giving or taking phone numbers (including exchange of business cards). Such House Rules will form part of the licence (if granted) and may be subject to amendment by the Authority prior to approval.

Applicants must make provision for all performers to sign documentation to confirm their knowledge of and acceptance to adhere to the House Rules. Such documentation must be retained for the duration of the performers' employment and for a further 6 months from the date they last worked at the premises, whether they are employed directly or freelance.

Representatives of the Authority may, as part of the application process, visit the locality of the premises to establish whether there are any characteristics of the locality which may require consideration by the Licensing Committee.

Applicants must also give public notice of the application by publishing an advertisement in a local newspaper which circulates in the area of the Authority to which the application has been submitted. This must be published within 7 days of making the application.

If the application relates to a premises then there is an additional requirement for notice of the application to be displayed for 21 days on or near the premises where it can be conveniently read by the public. The notice, the form of which is prescribed by the Authority, must contain certain information. The Authority's prescribed notice is contained within this policy document as Appendix A.

Please note that with regard to applications tacit authorisation does not apply to new grant applications for sex establishment licences. This means applicants must wait for the Authority to determine their application before they can operate a sex establishment.

The appropriate fees for applications are set by the Authority and can be found on the Council's website. Application fees must be paid in full at the time of submission of the application.

If an application is for the renewal of a sex establishment licence, the premises can continue to operate past the licence expiry date; provided that the renewal application has been submitted to the Authority before the licence expires

The holder of a licence may apply to the Authority to vary the terms, conditions or restrictions on or subject to which the licence is held.

## **6. Consultation procedures and Commenting on licence applications**

The police are a statutory consultee for all applications.

Residents and businesses may also make objections during the consultation process.

Objectors should limit their objection to matters which are relevant to the statutory grounds for refusal as set out in the Act. The grounds relevant to the majority of objectors are as follows:

- that the grant or renewal of the licence would be inappropriate, having regard to the character of the relevant locality or to the use to which any premises in the vicinity are put; or to the layout, character or condition of the premises, vehicle or vessel or stall in respect of which the application is made.

Any objections received by the Authority which do not relate to the grounds set out in the Act will be deemed invalid and must be rejected by the licensing team. Where objections are rejected, the objector will be given written reasons.

In addition to individuals, objectors can include residents'/tenants' associations, community associations and trade associations. Councillors and MPs may also raise objections. Councillors may represent interested parties, providing they do not also sit on the Licensing Committee.

The Authority will not consider objections that relate to moral grounds (as these are outside the scope of the Act). Where objections are rejected, the objector will be given written reasons.

Valid objections will be considered by the Licensing Committee at the hearing to consider the application and applicants will be given an opportunity to present their application to members.



## Statement of Licensing Policy for Sex Establishments

The Authority has a procedure to be followed during licensing hearings. Persons who have made a valid and relevant representation in respect of an application will be able to address the Committee when the application is being considered and may also ask questions of the applicant. A time limit per speaker may be set. Where a number of persons have requested to speak the Chair of the Committee may require a spokesperson to be elected.

Objections must be made in writing (email is acceptable) and should include the following:

- the name and address of the person or organisation making the objection
- the premises to which the objection relates
- the proximity of the premises to the person making the objection; a sketch map or plan may be helpful to show this
- the reasons for making the objections, which are clearly set out in relation to the grounds for refusal (as stated above).

Any Petitions received must clearly state the name and address of the premises application being objected to. The full objection that people are signing to say they agree with must be at the top of the petition. The objection must be in line with the requirements of the legislation (as detailed above). The names and addresses of those signing the petition should be provided and should be legible, together with a signature.

The Authority must be confident that those signing the petition were aware what they were signing for; so in the interest of clarity for those signing best practice would be to have the objection at the top of each page, especially where several people are involved in collecting signatures. The Committee will decide on the merits of the case what weight it will give to objections raised through petitions.

It should be noted that submissions to the Licensing Authority may also be in support of an application. These should also contain the same information as stated above.

The names and addresses of objectors will not be disclosed to applicants, or published in public reports, in accordance with Paragraph 10 (17) of Schedule 3 to the Act.

Details of applications and objections which are referred to the Licensing Committee for determination will be published in reports that are made publicly available in accordance with the Local Government Act 1972 and the Freedom of Information Act 2000. Certain items or information will therefore have to be excluded from the public domain as permitted by the Local Government Act 1972.

### **7. Determination of applications**

When considering applications, the Authority will have regard to:

- the Act
- any supporting regulations
- guidance issued by the Home Office
- this Statement of Licensing Policy

## Statement of Licensing Policy for Sex Establishments

- any objections made
- the Human Rights Act 1998
- any other relevant legislation or guidance

This does not, however, undermine the rights of any person to apply for a licence and have the application considered on its individual merits, nor does it override the right of any person to make objections on any application where they are permitted to do so under the Act.

When determining applications, the Authority will take account of any comments or representations made by:

- Norfolk Constabulary;
- Norwich City Council Environmental Protection Service
- The authority enforcing health & safety at the premises
- Norwich City Council Planning Services
- Norfolk Fire Service
- Norfolk Safeguarding Children Board
- Any other relevant authority

The Authority reserves the right to consult any other body that it considers appropriate.

Paragraph 12 (1)(a-e) of Schedule 3 of the Act prohibits the Authority from granting a licence:

- (a) to a person under the age of 18; or
- (b) to a person who is for the time being disqualified from holding a licence following revocation of such a licence; or
- (c) to a person, other than a body corporate, who is not resident in an EEA state or was not so resident throughout the period of 6 months immediately preceding the date when the application was made; or
- (d) to a body corporate which is not incorporated in an EEA state;
- (e) to a person who had, within a period of 12 months immediately preceding the date when the application was made, been refused the grant or renewal of a licence for the premises, vehicle, vessel or stall in respect of which the application is made, unless the refusal has been reversed on appeal.

Applications which fall into this category will be deemed invalid applications. Please note there is no right of appeal against failure to grant a licence on these grounds.

Subject to the following paragraph, if the application is valid and no objections have been received and there are no other statutory grounds for refusal, the application will be granted by way of delegated authority.

In cases where objections have been received, or if there are concerns regarding the characteristics of the locality, or any other discretionary ground of refusal, including the application, if granted, leading to exceeding any maximum numbers of premises in a relevant locality, as detailed in section 4. of this policy, the application will be

## Statement of Licensing Policy for Sex Establishments

referred to the Licensing Committee for a hearing and determination of the application.

The Authority may, if they think fit, transfer a licence to any other person upon application by that person.

Each application will be decided upon its own merits. The Licensing Authority will not apply a rigid rule to its decision making.

The Authority will give clear reasons for its decisions.

The Authority will, unless there are exceptional reasons otherwise, grant licences for the maximum duration of one year to provide certainty to those operating businesses. The licence will remain in force for one year, or such shorter period specified in the licence, unless previously cancelled or revoked.

When issuing a Sex Establishment Licence the Authority is permitted to issue it on such terms and conditions and subject to restrictions as specified at the time the licence is issued. In addition to this the Licensing Authority has the power to make standard conditions applicable to all licences for sex establishments. The Authority may grant to any applicant or renew any licence for the use of any premises as a sex establishment on such terms and conditions as may be specified.

### 8. Conditions

The Authority will attach *standard conditions* (as specified in Appendices B-D. to this Policy document) to all sex establishment licences.

Additional conditions may be added in the following circumstances:

- When offered by the applicant as part of the application;
- Voluntary following recommendations made by any relevant Authority, Police etc;
- By the Licensing Committee following receipt of an objection and a hearing.

Applicants who wish to be exempt from the requirements of any of the *standard conditions* should state, with full reasons why they should be so exempted, when making an application.

It is an offence to breach the conditions and the penalty for this is a fine not exceeding £20,000.

### 9. Refusal of licences

Except where the Authority are prohibited from granting, renewing, varying or transferring a licence, the Authority will not refuse a licence without first:

- Notifying the applicant or holder of the licence in writing of the reasons;
- Giving the applicant (or holder) of the licence the opportunity of appearing and making representations before a Licensing Committee.

## Statement of Licensing Policy for Sex Establishments

As stated above, in accordance with Paragraph 12(1) of Schedule 3 to the Act the Authority **must refuse** to grant or transfer a licence in certain mandatory cases and these will be deemed invalid applications.

In accordance with Paragraph 12(2) of Schedule 3 to the Act the Authority **may refuse**:

- an application for grant or renewal of a licence on one or more of the grounds shown below;
- an application for transfer of a licence on either or both of the grounds shown at a and b below.

The grounds for refusal are:

- a. That the applicant is unsuitable by reason of having been convicted of an offence or for any other reason;
- b. That if the licence were to be granted, renewed or transferred the business to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant, renewal or transfer of such a licence if he made the application him/her self;
- c. That the number of sex establishments, or of sex establishments of a particular kind, in the relevant locality at the time the application is determined, is equal to or exceeds the number which the Authority considers is appropriate for that locality;
- d. That the grant or renewal of the licence would be inappropriate having regard to:
  - The character of the relevant locality;
  - The use to which any premises in the vicinity are put; or
  - The layout, character or condition of the premises, vehicle, vessel or stall in respect of which the application is made.

### 10. Revocation of licence

The Authority is given jurisdiction to revoke a sex establishment licence by virtue of Schedule 3 paragraph 17(1) of the Act.

- on any of the mandatory grounds which are detailed in section 7 above
- or either of the grounds in respect of (a) or (b) detailed at section 9 above, namely that the licence holder is unsuitable or that the manager or beneficiary of the licence is unsuitable.

The Authority will not revoke a licence without first giving the holder of the licence the opportunity of appearing and making representations before a Licensing Committee. They may call a hearing, without requiring a third party to request such a hearing, and give the licence holder an opportunity to appear before them.

Should the Authority revoke a Sex Establishment licence then full reasons for the revocation will be provided to the licence holder within 7 days of the decision.

Revocation of a Sex Establishment licence would disqualify the licence holder from holding or obtaining another Sex Establishment licence in the Authority's area for a period of 12 months. However, this does not prevent the licence holder from holding a licence in another Licensing Authority's area.



## **11. Cancellation of licences**

The licence-holder may surrender the licence at any time and may request the Authority in writing to cancel the licence.

In accordance with Paragraph 15 of Schedule 3 to the Act, in the event of the death of a licence-holder, the licence will be deemed to have been granted to his personal representatives and will remain in force for 3 months from the date of death, unless previously revoked. The representatives must comply with the conditions of the licence and should not be someone who would not normally be granted a licence in their own right

Where the Authority is satisfied that it is necessary for the purpose of winding up the estate of the deceased licence-holder, and that no other circumstances make it undesirable, it may extend or further extend the period in which the licence remains in force.

## **12. Right to appeal a decision**

If an application is refused, or licence revoked, following a hearing, then the applicant or licence holder will be informed of the decision and whether there is any right of appeal. Appeals must be made to the local magistrates' court within 21 days, starting from the date the applicant or licence holder is notified of the Authority's decision. It should be noted that a fee may be payable to the magistrates to lodge such an appeal. Applicants or licence holders can appeal against the refusal of a grant, renewal, variation or transfer application, or against the decision to revoke a licence. They can also appeal against conditions or restrictions imposed. Please note there is no appeal against the Authority's decision if the application was refused on the grounds that:

- the number of sex establishments, or of sex establishments of a particular kind, in the relevant locality at the time the application is determined is equal to or exceeds the number which the authority consider is appropriate for that locality; or
- that the grant or renewal of the licence would be inappropriate, having regard to the character of the relevant locality; or to the use to which any premises in the vicinity are put; or to the layout, character or condition of the premises, vehicle, vessel or stall in respect of which the application is made.

The Magistrates' court will determine the appeal application. Applicants who do not agree with the decision made by the magistrates' court, can appeal to the local Crown court. The decision made by the Crown court will be final. The Authority must comply with a decision made by the Magistrates or Crown court.

## **13. Compliance Monitoring and enforcement**

The Authority will adopt an intelligence led and risk based approach to its monitoring and inspection regime. In general this will involve carrying out inspections of

premises no more than once a year unless exceptional circumstances require otherwise.

It is further recognised that Sexual Entertainment Venues are also regulated by other legislation due to the nature of those operations, and therefore may require more frequent inspection. However, it is anticipated that, wherever possible, consolidated enforcement inspections will be undertaken.

The Authority's approach to enforcement is set out in enforcement policies which are available on request.

Breach of conditions or legislative requirements may result in formal action being taken by the Authority which can include revocation of, or a decision not to renew, a licence. The Authority may also prosecute in respect of serious offences.

#### **14. Exchange of Information**

The Authority may from time to time exercise its' powers under section 115 of the Crime and Disorder Act 1998 to exchange data and information with the police and other partners to fulfil its' statutory objective of reducing crime in the area.

#### **15. Policy Evaluation and review**

The policy will be regularly reviewed and monitored by the Authority's officers to ensure that it reflects current legislation, is effective, up to date and achieving a responsible regulatory framework for Norwich.

This will be achieved by monitoring the outcome of hearings, appeals through the Magistrates courts, developments in legislation, by having regard to stated cases, local needs and economic impacts.

This Policy will be reviewed on a 5-yearly basis. Any proposed amendments to the Policy will be fully consulted upon, prior to re-adoption by the Authority.

## GLOSSARY, DEFINITIONS and BIBLIOGRAPHY

### Sex Shop

“(1) Any premises, vehicle, vessel or stall used for a business which consists to a significant degree of selling, hiring, exchanging, lending, displaying or demonstrating –

- (a) sex articles; or
- (b) other things intended for use in connection with, or for the purpose of stimulating or encouraging –
  - (i) sexual activity; or
  - (ii) acts of force or restraint which are associated with sexual activity.

(2) No premises shall be treated as a sex shop by reason only of their use for the exhibition of moving pictures by whatever means produced.”

### Sex articles:

“(3) (a) anything made for use in connection with, or for the purpose of stimulating or encouraging –

- (i) sexual activity; or
  - (ii) acts of force or restraint which are associated with sexual activity;
- and
- (b) anything to which sub-paragraph (4) below applies.

(4) This sub-paragraph applies –

(a) to any article containing or embodying matter to be read or looked at or anything intended to be used, either alone or as one of a set, for the reproduction or manufacture of any such article; and

(b) to any recording vision or sound, which –

- (i) is concerned primarily with the portrayal of, or primarily deals with or relates to, or is intended to stimulate or encourage, sexual activity or acts of force or restraint which are associated with sexual activity; or
- (ii) is concerned primarily with the portrayal of, or primarily deals with or relates to, genital organs, or urinary or excretory functions.”

### Sex Cinema

“(1) Any premises, vehicle, vessel or stall used to a significant degree for the exhibition of moving pictures, by whatever means produced, which –

(a) are concerned primarily with the portrayal of, or primarily deal with or relate to, or are intended to stimulate or encourage –

- (i) sexual activity; or
- (ii) acts of force or restraint which are associated with sexual activity; or

(b) are concerned primarily with the portrayal of, or primarily deal with or relate to, genital organs or urinary or excretory functions, but does not include a dwelling-house to which the public is not admitted.

(2) No premises shall be treated as a sex cinema by reason only -

- (a) if they are licensed under Section 1 of the Cinemas Act 1985, of their use or purpose for which a licence under that section is required; or
- (b) of their use for an exhibition to which Section 6 of that Act (certain non-commercial exhibitions) applies given by an exempted organisation within the meaning of Section 6(6) of that Act.

### **Sexual Entertainment Venue**

“2A (1) In this Schedule “sexual entertainment venue” means any premises at which relevant entertainment is provided before a live audience for the financial gain of the organiser or the entertainer.

(2) In this paragraph “relevant entertainment” means—

- (a) any live performance; or
- (b) any live display of nudity;

which is of such a nature that, ignoring financial gain, it must reasonably be assumed to be provided solely or principally for the purpose of sexually stimulating any member of the audience (whether by verbal or other means).

(3) The following are not sexual entertainment venues for the purposes of this Schedule—

(a) sex cinemas and sex shops;

(b) premises at which the provision of relevant entertainment as mentioned in sub-paragraph (1) is such that, at the time in question and including any relevant entertainment which is being so provided at that time—

- (i) there have not been more than eleven occasions on which relevant entertainment has been so provided which fall (wholly or partly) within the period of 12 months ending with that time;
- (ii) no such occasion has lasted for more than 24 hours; and
- (iii) no such occasion has begun within the period of one month beginning with the end of any previous occasion on which relevant entertainment has been so provided (whether or not that previous occasion falls within the 12 month period mentioned in sub-paragraph (i));

(c) premises specified or described in an order made by the relevant national authority.

(4) – (12) omitted as they refer to other matters

## Statement of Licensing Policy for Sex Establishments

(13) For the purposes of this Schedule references to the use of any premises as a sexual entertainment venue are to be read as references to their use by the organiser.

(14) In this paragraph—

**“audience”** includes an audience of one;

**“display of nudity”** means—

- (a) in the case of a woman, exposure of her nipples, pubic area, genitals or anus; and
- (b) in the case of a man, exposure of his pubic area, genitals or anus;

**“the organiser”**, in relation to the provision of relevant entertainment at premises, means any person who is responsible for the organisation or management of—

- (a) the relevant entertainment; or
- (b) the premises;

**“premises”** includes any vessel, vehicle or stall but does not include any private dwelling to which the public is not admitted; and for the purposes of sub-paragraphs (1) and (2) it does not matter whether the financial gain arises directly or indirectly from the performance or display of nudity.”

### Significant Degree & Sex Articles

Licences for sex shops are required where 18R rated films are being sold, or where there is a “significant degree” of “sex articles”. It should be noted that in respect of Mail Order premises the Video Recordings Act 1984 states at section 7 (b) & (c) that no video recording that may only be viewed by persons aged 18 or over is to be supplied other than in a licensed sex shop. Case law precludes the sale of 18R rated films by Mail Order premises which holds a Sex Shop licence because the supply of the film to a person aged 18 or over cannot be confirmed; such supply would fail to ensure that the age controls are properly enforced.

The phrase “sex articles” is defined in the Act, but the phrase “a significant degree” is not. When considering whether or not a business is selling a significant degree of sex articles and needs a licence, the Authority will consider:

- (1) the ratio of sex articles to other aspects of the business
- (2) the absolute quantity of sales
- (3) the character of the remainder of the business
- (4) the nature of the displays in the business
- (5) turnover
- (6) other factors which appear to be materially relevant.

### Relevant entertainment

Licences for sexual entertainment venues are required for “any premises at which relevant entertainment is provided before a live audience for the financial gain of the organiser or the entertainer”.

“Relevant entertainment” is defined in schedule 3 of the Act (as amended by section 27 of the Policing and Crime Act 2009) as “any live performance or live display of nudity which is of such a nature that, ignoring financial gain, it must reasonably be assumed to be provided solely or principally for the purpose of sexually stimulating any member of an audience (whether by verbal or other means).” An audience can consist of just one person, e.g. in a private booth.

## **Nudity**

Section 27 of The Policing and Crime Act 2009 defines the “display of nudity” as:-

- (a) in the case of a woman, exposure of her nipples, pubic area, genitals or anus; and
- (b) in the case of a man, exposure of his pubic area, genitals or anus.

## **Form of Notice – Indecent Displays (Control) Act 1981 section 1(4)(e):**

The Authority’s Standard Conditions require that a warning notice be displayed in accordance with the above legislation. The legislation states:

- (a) The warning notice must contain the following words, and no others-

### **“WARNING**

Persons passing beyond this notice will find material on display which they may consider indecent. No admittance to persons under 18 years of age.”

- (b) The word “WARNING” must appear as a heading.
- (c) No pictures or other matter shall appear on the notice.
- (d) The notice must be so situated that no one could reasonably gain access to the shop or part of the shop in question without being aware of the notice and it must be easily legible by any person gaining such access.

## **Bibliography and further guidance**

- Copies of Acts of Parliament and regulations can be viewed at [www.legislation.gov.uk](http://www.legislation.gov.uk)
- Home Office guidance issued in March 2010 entitled “Sexual Entertainment Venues – Guidance for England and Wales.”  
[http://www.licensingresource.co.uk/sites/all/files/sex/sev\\_guidance.pdf](http://www.licensingresource.co.uk/sites/all/files/sex/sev_guidance.pdf)
- Home Office guidance issued under section 182 of the Licensing Act 2003 in April 2018  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/705588/Revised\\_guidance\\_issued\\_under\\_section\\_182\\_of\\_the\\_Licensing\\_Act\\_2003\\_April\\_2018\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/705588/Revised_guidance_issued_under_section_182_of_the_Licensing_Act_2003_April_2018_.pdf)

**APPENDIX A**

**NOTICE OF APPLICATION FOR THE GRANT / RENEWAL  
/ TRANSFER\* OF A SEX ESTABLISHMENT LICENCE**

I/we

.....  
.....

hereby give notice that I/we have applied to Norwich City Council under the provisions of the Local Government (Miscellaneous Provisions) Act 1982 as amended for a licence to use the premises referred to below as a Sex Shop / Sex Cinema / Sexual Entertainment Venue\* as detailed below.

Proposed Licensed  
Name.....

Address of  
premises.....  
.....  
.....

Proposed hours of opening/operation  
.....  
.....  
.....  
.....

Any person wishing to make representations about the application should make them in writing to the [PLEASE INSERT ADDRESS OF THE OFFICE OF THE COUNCIL THAT IS DEALING WITH THE APPLICATION] within 28 days of the date of the application which was [INSERT DATE].

**Signed**.....**Date**.....

Notes:

1. Enter full details of the application on this form, including the name of the premises being requested as "the licensed name" and proposed opening hours, or hours of operation in the case of Mail Order Premises.
  2. Affix a copy of the completed Notice on the premises to which the application relates, in a prominent position that may be easily read by the public on the day of making application.
- You must ensure that this Notice remains in position for 21 days.
3. The content of this Notice, as completed, must be published in a local newspaper within 7 days of making the application.

\* Delete as applicable



## **APPENDIX B**

### **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**

#### **STANDARD SEX ESTABLISHMENT LICENCE CONDITIONS RESTRICTIONS AND TERMS APPLICABLE TO SEX SHOPS AND SEX CINEMAS**

##### **Introduction**

1. In these Conditions "The Council" shall mean Norwich City Council and all enquiries concerning this licence shall be directed to the Licensing Team, Citywide Services, Norwich City Council, City Hall, St Peters Street Norwich NR2 1NH.

2. These conditions are imposed by the Council, pursuant to its powers under paragraph 13 (1) of Schedule 3 to the above Act, as terms, conditions and restrictions on a subject to which a licence is, in general, to be granted, renewed or transferred by the Council save, and insofar as, they do not conflict with the provisions of the Act itself.

3. These conditions are only applicable to "Sex Shop and Sex Cinema" premises.

##### **Management of the Premises**

4. The Licensee, or a responsible person over the age of 18 having been nominated by him and approved in writing by the Council for the purpose of managing the sex establishment ("the manager"), shall have personal responsibility for and be present on the Premises at all times when the Premises are open to the public.

5. Where the Licensee is a body corporate or an incorporated body, any change of director, company secretary or other person responsible for the management of the body shall be notified in writing to the Council within 14 days of such change and such written details as the licensing authority may require in respect of the change of personnel shall be furnished within 14 days of a request in writing from the Council.

6. A copy of the licence and any special conditions attached shall, at all times, be displayed in a conspicuous position on the Premises so as to be available for inspection by the police, the fire authority, and authorised officers of the Council.

7. The name of the person responsible for the management of the Premises, whether the Licensee or the manager, shall be displayed in a conspicuous position within the Premises throughout the period during which he is responsible for the conduct of the Premises.

8. The Licensee shall retain control over all areas of the Premises and shall not let, licence or surrender possession of any area. The Council must be immediately



## Statement of Licensing Policy for Sex Establishments

notified in the event that any area of the Premises is affected by the termination of a lease or other event affecting the Licensee's control of the Premises.

9. The Licensee shall ensure that the public is not admitted to any part of the Premises that has not been licensed, other than toilet facilities where provided for customers.

10. Neither the Licensee nor any employee or agent shall personally solicit custom for the sex establishment outside or in the locality of the premises.

11. The Licensee shall ensure that during the hours that the Premises are open for business every employee wears a badge of a type approved by the Council indicating their name and that they are an employee.

12. The Licensee shall maintain a daily register in which shall be recorded the name and address of any person who is to be responsible for managing the Sex Establishment in the Licensee's absence and the names and addresses of those employed in the Sex Establishment. The Register is to be completed each day within thirty minutes of the Sex Establishment being opened for business and is to be available for inspection by the police and by authorised officers of the Council.

13. The Licensee shall take all reasonable precautions for the safety of the public, employees and other persons working in the premises.

14. No person under the age of 18 shall be admitted to the Premises.

15. The Licensee shall adopt a procedure to check the age of customers entering the shop who appear to be younger than 25 in order to ensure that they are not under the age of 18.

16. All persons working in the premises shall be aged not less than 18 years. The Licensee must maintain adequate records of the names, addresses and dates of birth of persons working in the premises including adequate identity checks.

17. The Licensee shall ensure that a closed-circuit television system is installed internally and externally to the satisfaction of the Norfolk Constabulary. Appropriate notices must be displayed in accordance with the Data Protection Act 1998, advising that CCTV is in operation. In addition the Licensee must ensure that the requirement under that Act regarding registration with the Data Protection Commissioner is complied with.

18. The Licensee shall provide upon request copies of any documents reasonably required by an authorised officer of the Council in relation to compliance with this Licence.

### Opening of the Premises

19. The Premises shall not, without the written consent of the Council, be opened and used for the purposes for which the licence is granted except during the following hours:

## Statement of Licensing Policy for Sex Establishments

Monday – Saturday 9:30 am – 6:00 pm

20. The Premises shall not, without the written consent of the Council, be opened and used for the purposes for which the licence is granted on Sundays, Christmas Day or Good Friday.

### Operation of the Premises

21. Approval from the Council is required for changes from:

- a sex shop (including a mail-order shop) to either a sex cinema or sexual entertainment venue
- sex cinema to either a sex shop or sexual entertainment venue
- a sexual entertainment venue to either a sex cinema or a sex shop.

This will require consideration of an appropriate application.

22. No sex articles or other items intended for use in connection with, or for the purpose of stimulating or encouraging sexual activity or acts of force or restraint which are associated with sexual activity shall be used, displayed, sold, hired, exchanged, loaned or demonstrated in a sex cinema or a sexual entertainment venue.

23. The primary use of a sex shop must be for the purpose of the sale of goods by retail.

### External Appearance

24. A notice stating that no person under the age of 18 shall be admitted to the premises must be displayed on the outside of the Premises. The notice must also include a statement that proof of age may be requested.

25. The exterior design of the premises shall be such that the interior of the premises is not visible to passers-by.

26. The windows and openings of the Premises shall be of a material or covered with a material, which will ensure the interior of the Premises is not visible to passers-by.

27. No items should be stored on the premises so that they can be viewed from any external window or door.

28. The windows, doors, fascia board, walls and all external parts of the premises including the roof shall not contain any form of writing, sign or display save for:

- (i) The licensed name of the premises may be displayed, unless the Council determines that the name is of a profane or sexual nature or gives other cause for concern.
- (ii) The form of warning notice required to be displayed by virtue of the provisions of Section 1(6) of the Indecent Displays (Control) Act 1981.

## Statement of Licensing Policy for Sex Establishments

- (iii) A notice stating the opening hours of the establishment.
- (iv) The wording "PRIVATE SHOP" or "ADULT SHOP" but no other indication as to the nature of the business carried on at the licensed premises.

29. The lettering used in respect of such permitted items:-

In the case of the permitted items at paragraph 24 'i', 'ii' and 'iv' the lettering used shall not exceed 15 cm (approximately 6" inches) in height for each letter.

- 30. (a) No other words or signs, or any displays or advertisements, shall be displayed on the outside of the Premises or in the vicinity of the Premises, or otherwise approved by the Council in writing;
- (b) No external loudspeakers may be installed.

### State, Condition and Layout of the Premises

31. Notwithstanding the Licensee's duties under the Health and Safety at Work etc Act 1974 and related legislation and his obligations under any lease or other agreement for the use of the Premises, he/she shall maintain the Premises in good repair and condition.

32. External doors shall be closed at all times other than when persons are entering or leaving the Premises. The external doors shall be fitted with a device to ensure their automatic closure and such devices shall be maintained in good working order.

33. The Premises shall be fitted with an inner entrance door or screen so that no part of the interior of the Premises or any of the contents of the premises shall be visible when persons are entering or leaving the Premises. Such inner entrance door or screen shall be fitted with a device to provide for their automatic closure and such devices shall be maintained in good working order.

34. No access shall be permitted through the Premises to any other Premises adjoining or adjacent except in the case of emergency.

35. Lighting shall be in operation continuously during the whole of the time that the Sex Establishment is open to the public.

36. Alterations or additions, either internal or external, shall not be made to the Premises without prior written consent from the Council. A variation application will be required in order for consent to be considered.

37. No previewing of films, video recordings or other similar material shall be allowed to be shown in the premises. *(N.B. This condition only relates to Sex Shops.)*

38. No fastenings of any description shall be fitted upon any booth or cubicle within the Sex Establishment nor shall more than one person (including any employee be present in any such booth or cubicle at any time). Appropriate fastenings are permitted on toilet doors.

## Goods Available in Sex Establishments

39. All Sex Articles as defined in Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 and other things displayed for sale, hire, exchange or loan within the shop shall be clearly marked to show to persons who are inside the Sex Shop the respective prices being charged.

40. All printed matter, DVD, video and other formats capable of storing readable/viewable material offered for sale, hire, exchange or loan shall be openly displayed and available for inspection prior to purchase and a notice to this effect is to be prominently displayed inside the Sex Establishment. (This regulation does not require that films or video films be exhibited (played) to customers).

41. No film, DVD, or video recording (or computer game, or other formats capable of storing readable/viewable material) shall be exhibited, sold or supplied unless it has been passed by the British Board of Film Classification and bears a certificate to the effect.

42. In accordance with section 7 (b) & (c) of the Video Recordings Act 1984 and case law no 18R rated films may be sold or supplied by Mail Order.

## Information for Customers

43. The Licensee shall make available in the Sex Establishment free counselling and advice literature on matters related to sexual health and issues as may be published by the Family Planning Association, the NHS and or other similar organisations. Such literature should be displayed in a prominent position, preferably adjacent to all points of sale in the Sex Establishment.

## Licensed Name

44. (a) The Council at the time of granting the licence in respect of the premises shall appoint a name referred to as "The Licensed Name" by which it is intended that the premises shall be known and the licence holder shall ensure that the premises are known solely by that name and by no other, save as provided for by paragraph (b) below. Such name shall have been provided on the application form.

(b) An application in respect of a change of licence name shall be made to the Council in writing not less than 28 days prior to the proposed change and the Council shall have an absolute and unfettered discretion to allow or refuse such change.

## **APPENDIX C**

### **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**

#### **STANDARD SEX ESTABLISHMENT LICENCE CONDITIONS RESTRICTIONS AND TERMS APPLICABLE TO MAIL-ORDER PREMISES**

##### **INTRODUCTION**

1. In these Conditions “The Council” shall mean the Norwich City Council and all enquiries concerning this licence shall be directed to the Licensing Team, Citywide Services, Norwich City Council, City Hall, St Peters Street Norwich NR2 1NH.

2. These conditions are imposed by the Council, pursuant to its powers under paragraph 13 (1) of Schedule 3 to the above Act, as terms, conditions and restrictions on a subject to which a licence is, in general, to be granted, renewed or transferred by the Council save, and insofar as, they do not conflict with the provisions of the Act itself.

3. These conditions are only applicable to a “Mail-Order Sex Shop” premises.

##### **Management of the Premises**

4. The Licensee, or a responsible person over the age of 18 having been nominated by him and approved in writing by the Council for the purpose of managing the sex establishment (“the manager”), shall have personal responsibility for and be present on the Premises at all times when the Premises are open to the public.

5. Where the Licensee is a body corporate or an incorporated body, any change of director, company secretary or other person responsible for the management of the body shall be notified in writing to the Council within 14 days of such change. Such written details as the licensing authority may require in respect of the change of personnel shall be furnished within 14 days of a request in writing from the Council.

6. A copy of the licence and any special conditions attached shall, at all times, be displayed in a conspicuous position on the Premises so as to be available for inspection by the police, the fire authority, and authorised officers of the Council.

7. The name of the person responsible for the management of the Premises, whether the Licensee or the manager, shall be displayed in a conspicuous position within the Premises throughout the period during which he is responsible for the conduct of the Premises.

8. The Licensee shall retain control over all areas of the Premises and shall not let, licence or surrender possession of any area. The Council must be immediately

## Statement of Licensing Policy for Sex Establishments

notified in the event that any area of the Premises is affected by the termination of a lease or other event affecting the Licensee's control of the Premises.

9. The Licensee shall ensure that the public is not admitted to any part of the Premises. No person under the age of 18 years will be admitted to the premises at any time, for whatever reason or purpose.

10. All persons working in the premises shall be aged not less than 18 years. The Licensee must maintain adequate records of the names, addresses and dates of birth of persons working in the premises including adequate identity checks.

11. Neither the Licensee nor any employee or agent shall personally solicit custom for the sex establishment outside or in the locality of the Premises.

12. The Licensee shall maintain a daily register in which shall be recorded the name and address of any person who is to be responsible for managing the Sex Establishment in the Licensee's absence and the names and addresses of those employed in the Sex Establishment. The Register is to be completed each day within thirty minutes of the Sex Establishment being opened for business and is to be available for inspection by the police and by authorised officers of the Council.

13 The Licensee shall take all reasonable precautions for the safety of employees.

14. The Licensee shall provide upon request copies of any documents reasonably required by an authorised officer of the Council in relation to compliance with this Licence.

### Operation of the Premises

15. Approval from the Council is required for changes from:

- a sex shop (including a mail-order shop) to either a sex cinema or sexual entertainment venue
- sex cinema to either a sex shop or sexual entertainment venue
- a sexual entertainment venue to either a sex cinema or a sex shop.

This will require consideration of an appropriate application.

16. No sex articles or other items intended for use in connection with, or for the purpose of stimulating or encouraging sexual activity or acts of force or restraint which are associated with sexual activity shall be used, displayed, sold, hired, exchanged, loaned or demonstrated in a Mail order sex shop premises.

17. The sex establishment shall be used exclusively for 'mail-order' purposes only, selling sex articles and other articles that do not fall within the definition of sex articles in Schedule 3, paragraph 4(3) of the Local Government (Miscellaneous Provisions) Act 1982.

18. All advertisements, catalogues, sales documents used in connection with the business intended or likely to be seen by customers will clearly and prominently state

## Statement of Licensing Policy for Sex Establishments

"MAIL ORDER ONLY". All deliveries/despatches of parcels shall be in plain wrapping not identifying what is inside.

### External Appearance

19. No external nameplate, advertisement board or any other written or pictorial or graphic display connected with the business shall be observable from outside the building, or from other units within the building or from the common parts of the building.

20. The exterior design of the premises shall be such that the interior of the premises is not visible to passers-by.

21. The windows and openings of the Premises shall be of a material or covered with a material, which will ensure the interior of the Premises is not visible to passers-by.

22. No items should be stored on the premises so that they can be viewed from any external window or door.

### State, Condition and Layout of the Premises

23. Notwithstanding the Licensee's duties under the Health and Safety at Work etc Act 1974 and related legislation and his obligations under any lease or other agreement for the use of the Premises, he/she shall maintain the Premises in good repair and condition.

24. External doors shall be closed at all times other than when persons are entering or leaving the Premises. The external doors shall be fitted with a device to ensure their automatic closure and such devices shall be maintained in good working order.

25. No access shall be permitted through the Premises to any other Premises adjoining or adjacent except in the case of emergency.

26. Alterations or additions, either internal or external, shall not be made to the Premises without prior written consent from the Council. A variation application will be required in order for consent to be considered.

### Goods Available in Sex Establishments

27. No film, DVD, or video recording (or computer game, or other formats capable of storing readable/viewable material) shall be exhibited, sold or supplied unless it has been passed by the British Board of Film Classification and bears a certificate to the effect.

28. In accordance with section 7 (b) & (c) of the Video Recordings Act 1984 and case law no 18R rated films may be sold or supplied by Mail Order premises (even one which holds a Sex Shop licence).

### Licensed Name



## Statement of Licensing Policy for Sex Establishments

29. (a) The Council at the time of granting the licence in respect of the premises shall appoint a name referred to as “The Licensed Name” by which it is intended that the premises shall be known and the licence holder shall ensure that the premises are known solely by that name and by no other, save as provided for by paragraph (b) below. Such name shall have been provided on the application form. Paragraph 16 of these conditions applies.
- (b) An application in respect of a change of licence name shall be made to the Council in writing not less than 28 days prior to the proposed change and the Council shall have an absolute and unfettered discretion to allow or refuse such change.

Draft 18.11.2019



## **APPENDIX D**

### **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**

#### **STANDARD SEX ESTABLISHMENT LICENCE CONDITIONS RESTRICTIONS AND TERMS APPLICABLE TO SEXUAL ENTERTAINMENT VENUE PREMISES**

##### **INTRODUCTION**

1. In these Conditions “The Council” shall mean the Norwich City Council and all enquiries concerning this licence shall be directed to the Licensing Team, Citywide Services, Norwich City Council, City Hall, St Peters Street Norwich NR2 1NH.
2. These conditions are imposed by the Council, pursuant to its powers under paragraph 13 (1) of Schedule 3 to the above Act, as terms, conditions and restrictions on a subject to which a licence is, in general, to be granted, renewed or transferred by the Council save, and insofar as, they do not conflict with the provisions of the Act itself.
3. These conditions are only applicable to a “Sexual Entertainment Venue” premises.

##### **Management of the Premises**

4. The Licensee, or a responsible person over the age of 18 having been nominated by him and approved in writing by the Council for the purpose of managing the sex establishment (“the manager”), shall have personal responsibility for and be present on the Premises at all times when the Premises are open to the public.
5. Where the Licensee is a body corporate or an incorporated body, any change of director, company secretary or other person responsible for the management of the body shall be notified in writing to the Council within 14 days of such change and such written details as the licensing authority may require in respect of the change of personnel shall be furnished within 14 days of a request in writing from the Council.
6. A copy of the licence and any special conditions attached shall, at all times, be displayed in a conspicuous position on the Premises so as to be available for inspection by the police, the fire authority, and authorised officers of the Council.
7. The name of the person responsible for the management of the Premises, whether the Licensee or the manager, shall be displayed in a conspicuous position within the Premises throughout the period during which he is responsible for the conduct of the Premises.
8. The Licensee shall retain control over all areas of the Premises and shall not let, licence or surrender possession of any area. The Council must be immediately notified in the event that any area of the Premises is affected by the termination of a lease or other event affecting the Licensee’s control of the Premises.

## Statement of Licensing Policy for Sex Establishments

9. The Licensee shall ensure that the public is not admitted to any part of the Premises that has not been licensed, other than toilet facilities where provided for customers.
10. Neither the Licensee nor any employee or agent shall personally solicit custom for the sex establishment outside or in the locality of the Premises.
11. The Licensee shall maintain a daily register in which shall be recorded the name and address of any person who is to be responsible for managing the Sex Establishment in the Licensee's absence and the names and addresses of those employed in the Sex Establishment. The Register is to be completed each day within thirty minutes of the Sex Establishment being opened for business and is to be available for inspection by the police and by authorised officers of the Council.
12. The Licensee shall take all reasonable precautions for the safety of the public, employees and other persons working in the premises.
13. The Licensee must ensure that a suitable and sufficient number of trained staff are employed to supervise the interior of the Premises ("floor supervisors") to ensure that conditions of licence are complied with, in particular the no touching conditions, and to ensure the safety of performers.
14. The Licensee shall ensure welfare training is provided to a designated person responsible for the welfare of the dancers, to include safeguarding, health and safety and wellbeing.
15. No person under the age of 18 shall be admitted to the Premises.
16. The Licensee shall adopt a procedure to check the age of customers entering the premises who appear to be younger than 25 in order to ensure that they are not under the age of 18.
17. All persons working in the premises, including Performers, shall be aged not less than 18 years. The Licensee must maintain adequate records of the names, addresses and dates of birth of performers including adequate identity checks.
18. The Licensee must submit a set of "House Rules" to the Licensing Authority as part of the application process; these rules will form part of the licence, and must be complied with. Furthermore they must ensure that all performers are fully conversant with and sign an agreement to adhere to such House Rules.
19. In the event that an authorisation under the Licensing Act 2003 does not require the provision of a CCTV system, then the Licensee shall ensure a closed-circuit television system is installed internally and externally to the satisfaction of the Norfolk Constabulary. Appropriate notices must be displayed in accordance with the Data Protection Act 1998, advising that CCTV is in operation. In addition the Licensee must ensure that the requirement under that Act regarding registration with the Data Protection Commissioner is complied with.
20. CCTV recordings will be made available for viewing by authorised

## Statement of Licensing Policy for Sex Establishments

Officers of the licensing authority or the police. Copies of such recordings must be kept for a period of 31 days and be provided upon request.

21. CCTV must be capable of monitoring the whole of the premises, in particular any private booths or rooms to ensure the safety and security of performers and other persons within the premises. The CCTV system must be monitored at all times that the premises are in operation.

22. The Licensee shall ensure that neither they nor any person promoting or providing entertainment on the Premises (nor any person acting on behalf of any such person) shall display advertisements promoting the entertainment or the Premises in any unlawful manner.

23. Where the Council have given notice in writing to the Licensee objecting to an advertisement on the grounds that, if displayed, it would offend against good taste or decency or be likely to encourage or incite to crime or to lead to disorder or to be offensive to public feeling, that advertisement shall not be displayed.

24. The Council may specify, in writing, the number of members of the public that shall be present on the Premises at any time whilst relevant entertainment takes place, on the grounds of public safety, public nuisance or crime and disorder. The Licensee shall ensure that the number specified is not exceeded at any time.

25. The Licensee shall provide upon request copies of any documents reasonably required by an authorised officer of the Council in relation to compliance with this Licence.

26. The Licensee shall provide adequate non-public changing rooms for performers.

### Opening of the Premises

27. Relevant entertainment may only be provided during the hours permitted by an authorisation under the Licensing Act 2003 unless a specific condition on the Sex Establishment Licence permits otherwise.

### Operation of the Premises

28. Approval from the Council is required for changes from:

- a sex shop (including a mail-order shop) to either a sex cinema or sexual entertainment venue
- sex cinema to either a sex shop or sexual entertainment venue
- a sexual entertainment venue to either a sex cinema or a sex shop.

This will require consideration of an appropriate application.

29. No sex articles or other items intended for use in connection with, or for the purpose of stimulating or encouraging sexual activity or acts of force or restraint which are associated with sexual activity shall be used, displayed, sold, hired,

## Statement of Licensing Policy for Sex Establishments

exchanged, loaned or demonstrated in a sexual entertainment venue or a sex cinema.

### External Appearance

30. A notice stating that no person under the age of 18 shall be admitted to the premises must be displayed on the outside of the Premises. The notice must also include a statement that proof of age may be requested.

31. The exterior design of the premises shall be such that the interior of the premises is not visible to passers-by.

32. The windows and openings of the Premises shall be of a material or covered with a material, which will ensure the interior of the Premises is not visible to passers-by. At no time shall performers or persons working in the premises be visible from outside of the Premises, with the exclusion of Door Supervisors.

33. The Licensee shall not permit the display outside of the Premises of photographs or other images which indicate or suggest that relevant entertainment takes place on the Premises.

34. External advertising of relevant entertainment shall not include any of the following:

- a) any depiction of full nudity
- b) any depiction of partial nudity (including the display of breasts, buttocks or genitalia)
- c) any depiction of overtly sexual or violent images or any other images which may give rise to concerns in respect of public decency or protection of children or vulnerable persons from harm.

35. The windows, doors, fascia board, walls and all external parts of the premises including the roof shall not contain any form of writing, sign or display save for:

- (i) The licensed name of the premises may be displayed, unless the Council determines that the name is of a profane or sexual nature or gives other cause for concern.
- (ii) The form of warning notice required to be displayed by virtue of the provisions of Section 1(6) of the Indecent Displays (Control) Act 1981.
- (iii) A notice stating the opening hours of the establishment.

36. The lettering used in respect of such permitted items:-

In the case of the permitted items at paragraph 34 'i', 'ii' and 'iii' the lettering used shall not exceed 15 cm (approximately 6" inches) in height for each letter.

37. (a) No other words or signs, or any displays or advertisements, shall be displayed on the outside of the Premises or in the vicinity of the Premises unless approved by the Council in writing;

## Statement of Licensing Policy for Sex Establishments

- (b) No external loudspeakers may be installed.

### State, Condition and Layout of the Premises

38. Notwithstanding the Licensee's duties under the Health and Safety at Work etc Act 1974 and related legislation and his obligations under any lease or other agreement for the use of the Premises, he/she shall maintain the Premises in good repair and condition.

39. External doors shall be closed at all times other than when persons are entering or leaving the Premises or unless there is an internal lobby with doors preventing the inside of the premises being viewed externally. The external doors shall be fitted with a device to ensure their automatic closure and such devices shall be maintained in good working order.

40. The Premises shall be fitted with an inner entrance door or screen so that no part of the interior of the Premises or any of the contents of the premises shall be visible when persons are entering or leaving the Premises. Such inner entrance door or screen shall be fitted with a device to provide for their automatic closure and such devices shall be maintained in good working order.

41. No access shall be permitted through the Premises to any other Premises adjoining or adjacent except in the case of emergency.

42. Lighting shall be in operation continuously during the whole of the time that the Sex Establishment is open to the public.

43. Alterations or additions, either internal or external, or any proposed amendments to licence conditions shall not be made to the premises without prior written consent from the Council. An application will be required in order for consent to be considered, which will be considered by the council's Licensing Committee.

44. All booths, cubicles or VIP areas used for private dances must be visible to supervision and must not have closing doors, curtains or coverings of any description.

45. All booths, cubicles and VIP areas used for private dances must be directly supervised by either an SIA registered door supervisor, or a member of staff who has direct contact with SIA registered door supervisors working on the premises at all times the booths/cubicles/VIP areas are in use. Direct supervision does not include remote supervision by CCTV.

### Provision of Relevant Entertainment

46. Live music or the playing of recorded music, which is integral to the provision of relevant entertainment, will be subject to the same conditions contained in any authorisation under the Licensing Act 2003 in respect of live or recorded music. The only exception to this is where a specific condition on the licence requires otherwise.

## Statement of Licensing Policy for Sex Establishments

47. Performers shall only perform in specified designated areas, to seated customers or in such other areas of the licensed Premises as may be agreed in writing with the Council.

48. The Licensee is to implement a policy to ensure the safety of the Performers when they leave the Premises after a period of work.

49. Performers must remain clothed in public areas and all other areas except while performing in areas specified by the Council as being where relevant entertainment may be provided.

50. At the conclusion of performances all articles of clothing removed during that performance must be put back on. This does not prevent performers going to their non-public changing area to change their attire.

51. Performers may not accept any telephone number, email address, address or contact information from any customer.

52. Performers may not give any telephone number, email address, address, contact information or business card to any customer or in any way solicit themselves.

53. Performers must not perform a nude table dance unless in a supervised area.

54. Performers are never to be in the company of a customer except in an area open to the public within the Premises (this excludes the toilets as performers must not use the public toilets whilst open to the public).

55. The Licensee must ensure that during the performance of a table or lap dance:

- (1) Customers must be seated in an upright position against the back of the booth or seat with their hands by their sides before a dancer can start a table dance;
- (2) Customers must remain seated during the entire performance of the dance;
- (3) For the purpose of restraint only, Performers may only touch a customer above the customer's chest (excluding the head) with their hands only;
- (4) Performers must not sit on or straddle the customer;
- (5) Performers must not place their feet on the seats.

56. The Licensee must ensure that during performances of relevant entertainment:

- (1) Performers may not perform any act that clearly simulates any sexual act;
- (2) Performers must never intentionally touch the genitals, anus or breasts of another dancer or to knowingly permit another dancer to intentionally touch their genitals, anus or breasts;
- (3) Performers may not intentionally touch a customer any time during the performance unless absolutely accidentally or due to a third party;
- (4) Performers may not use inappropriate, suggestive or sexually graphic language at any time;



## Statement of Licensing Policy for Sex Establishments

(5) Performers must not engage in communications that could be deemed as acts of prostitution or solicitation, even if the Performer has no intention of carrying out the act;

(6) Performers must only perform nude or semi-nude dancing (of any description) within areas specified by the Council.

57. The Licensee must ensure that during performances of relevant entertainment:

(1) Customers may not dance at any time except in areas specifically designated by the Council as being separate from areas for sexual entertainment.

(2) Customers must remain appropriately clothed at all times.

58. At all times there must be no physical contact between customers and employees, or other persons working within the premises, in any part of the premises save for the following:-

- The payment of an entry fee by customers to authorised members of staff.
- The payment of a fee for relevant entertainment.
- The purchasing of drinks by customers from authorised members of staff.
- The placing of bank notes by the customer in a garter worn by females or an armband worn by males.
- SIA door staff in the execution of their duties.

59. Relevant entertainment will only take place in specified designated areas within the premises, as identified on the plan attached to the licence.

60. Notices outlining condition 57 will be clearly displayed at each entrance to the premises and in the specified designated areas. Notices must state that no touching relates to customers touching performers and other persons working within the premises and vice versa.

61. Performers will stop immediately and move away from any customer who is offensive or attempts to touch them, and shall report such behaviour and any other inappropriate behaviour or breach of house rules to the management. If after receiving a warning a customer continues to behave inappropriately, the customer must be requested to leave the premises and should be escorted from the premises by appropriately authorised staff only (i.e. SIA registered door supervisors).

### Licensed Name

62. (a) The Council at the time of granting the licence in respect of the premises shall appoint a name referred to as "The Licensed Name" by which it is intended that the premises shall be known and the licence holder shall ensure that the premises are known solely by that name and by no other, save as provided for by paragraph (b) below. Such name shall have been provided on the application form.

(b) An application in respect of a change of licence name shall be made to the Council in writing not less than 28 days prior to the proposed change and the

## Statement of Licensing Policy for Sex Establishments

Council shall have an absolute and unfettered discretion to allow or refuse such change.

Draft 18.11.2019



**Report to** Licensing committee

30 January 2020

**Report of** Environmental health and public protection manager

**Subject** Gambling policy: inclusion of a “No Casino” resolution

**Item**

**7**

---

### **Purpose**

To consider the legal position following the request at the September meeting of licensing committee for information on the leaving the “no casino” resolution in the updated gambling policy.

### **Recommendation**

To recommend to Council not to introduce a “no casinos” resolution into the updated gambling policy at this present time.

### **Corporate and service priorities**

The report helps to meet the corporate priorities of inclusive economy and people living well.

### **Financial implications**

None.

**Ward/s:** All Wards

**Cabinet member:** Councillor Maguire - Safe and sustainable city environment

### **Contact officers**

Michael Stephenson, Environmental health and Public protection manager      01603 212283

### **Background documents**

Appendix 1: confirmation of current position by the Gambling Commission

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## Report

1. The Gambling Policy which is currently being updated was written in 2006 after the Gambling Act 2005 came into force.
2. In the Gambling Act 2005 provision was made for the Secretary of State to inter-alia: make regulations by reference to which any casino may be classified as:
  - a) A regional casino
  - b) A large casino
  - c) A small casino or
  - d) Below the minimum size for a licensed casino
3. However, the Secretary of State did not make any such regulations until May 2008 when the Gambling (Geographical Distribution of Large and Small Casino Premises Licences) Order 2008 came into force. (Appendix 1)
4. In drafting and adopting our Gambling Policy 2006 it would appear licensing committee considered casinos and their licensing at this time and agreed the no casino resolution contained in the existing Gambling Policy.
5. The order made by the Secretary of State above specifies which Licensing Authorities can issue a large casino licence and which can issue a small casino licence. Currently, the only licensing authority in the east of England that can issue a casino licence is Gt Yarmouth Borough Council.
6. Therefore by introducing this order the Secretary of State has prevented this council from issuing any type of casino licence. We have contacted the Gambling Commission and they have confirmed this in the current legal position. (Appendix 2)
7. There is no indication from government that the order above is to be amended in the near future, so leaving the “no casino” resolution in the policy is currently not necessary.
8. If the order is changed in the future, our policy will be reviewed and updated at this time, albeit this will not prevent an application to the council being made for a casino licence in Norwich.
9. Any application received by the council will need to be considered by the licensing committee and a formal decision made.

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STATUTORY INSTRUMENTS

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2008 No. 1327

**BETTING, GAMING AND LOTTERIES****The Gambling (Geographical Distribution of Large and Small Casino Premises Licences) Order 2008**

Made - - - -

19th May 2008

*Coming into force in accordance with article 1*

The Secretary of State makes the following Order in exercise of the powers conferred by sections 175(4) and 355 of the Gambling Act 2005(a).

In accordance with section 175(4) of that Act the Secretary of State has consulted the Scottish Ministers and the Welsh Ministers(b).

In accordance with section 355(6) of that Act a draft of this Order was laid before and approved by a resolution of each House of Parliament.

**Citation and commencement**

1. This Order may be cited as the Gambling (Geographical Distribution of Large and Small Casino Premises Licences) Order 2008 and shall come into force on the day after the day on which it is made.

**Licensing authorities who may issue large casino premises licences**

2.—(1) The following licensing authorities may issue large casino premises licences—

- (a) Great Yarmouth Borough Council,
- (b) Kingston upon Hull City Council,
- (c) Leeds City Council,
- (d) Middlesbrough Borough Council,
- (e) Milton Keynes Borough Council,
- (f) Newham London Borough Council,
- (g) Solihull Metropolitan Borough Council, and
- (h) Southampton City Council.

---

(a) 2005 c. 19.

(b) The function of the National Assembly for Wales in section 175(4) of the Gambling Act 2005 was transferred to the Welsh Ministers by paragraph 30 of Schedule 11 to the Government of Wales Act 2006 (2006 c.32). Under paragraph 32 of Schedule 11 to the Government of Wales Act 2006, the reference to the National Assembly for Wales in section 175(4) is to be construed as being a reference to the Welsh Ministers.

(2) No more than one such licence issued by each licensing authority may have effect at any time.

**Licensing authorities who may issue small casino premises licences**

3.—(1) The following licensing authorities may issue small casino premises licences—

- (a) Bath and North East Somerset District Council,
- (b) East Lindsey District Council,
- (c) Luton Borough Council,
- (d) Scarborough Borough Council,
- (e) Swansea City and County Council,
- (f) Torbay Borough Council,
- (g) Wigtown Divisional Licensing Board in the area of Dumfries and Galloway Council, and
- (h) Wolverhampton City Council.

(2) No more than one such licence issued by each licensing authority may have effect at any time.

19th May 2008

*Andy Burnham*  
Secretary of State  
Department for Culture, Media and Sport

### **EXPLANATORY NOTE**

*(This note is not part of the Order)*

This Order specifies which licensing authorities may issue large and small casino premises licences.

Article 2 provides for the licensing authorities named in that article to issue large casino premises licences. The article also provides that only one such licence issued by each licensing authority may have effect at any time.

Article 3 provides for the licensing authorities named in that article to issue small casino premises licences. The article also provides that only one such licence issued by each licensing authority may have effect at any time.

**£3.00**

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E2480 5/2008 182480T 19585

**From:** Gambling Commission [<mailto:INFO@GAMBLINGCOMMISSION.GOV.UK>]  
**Sent:** 09 October 2019 12:15  
**To:** Wright, Jenny  
**Subject:** DN 09/10/2019 Jenny Wright Norwich City Council [#41017D]

**EXTERNAL EMAIL - Do not click on links or open attachments if you do not recognise the sender's email address.**

Dear Ms Wright,

Thank you for your email dated 19 September 2019. I am sorry for the delay in responding to you.

You are correct with your understanding that the legislation would need to be changed in order to permit a casino of any kind within Norwich. As far as I am aware, there has not been any proposals to call for change within this order.

I hope for you find this information useful.

Your enquiry reference number is 1-181525802

To help us to continually improve our service, we would be grateful if you could complete our short online survey. Please click on the following link should you wish to complete the survey:

<https://www.surveymonkey.co.uk/r/63RPKWN>

Yours sincerely

Daniel Newby  
Contact Advisor  
**GAMBLING COMMISSION**  
Victoria Square House  
Victoria Square  
Birmingham B2 4BP  
Tel: 0121 230 6666  
[www.gamblingcommission.gov.uk](http://www.gamblingcommission.gov.uk)

For information about how and why we use personal information and who to contact with any queries about this, please see our [privacy statement on our website](#).



**Report to** Licensing committee  
30 January 2020  
**Report of** Environmental health and public protection manager  
**Subject** Gambling policy: Updated local area profile

**Item**

**8**

---

### **Purpose**

To consider the updated local area profile written document and document interactive map which includes licensed premises and Local Area Profile metrics indicating the presence and concentration of groups vulnerable to harm from gambling.

### **Recommendation**

To adopt the local area profile and online interactive map tool to accompany the Gambling Statement of Principles

### **Corporate and service priorities**

The report helps to meet the corporate priorities of inclusive economy and people living well.

### **Financial implications**

None.

**Ward/s:** All Wards

**Cabinet member:** Councillor Maguire - Safe and sustainable city environment

### **Contact officers**

Michael Stephenson, Environmental health and Public protection manager 01603 212283

### **Background documents**

None

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## Report

1. The council's Gambling Policy is currently being updated and to support this policy, in following the governments best practice guidance, a Local Area Profile (LAP) has been created
2. The completion of a LAP by the council provides licensing committee of our own assessment of the local environment as a means of mapping local areas of concern which can be reviewed and updated to reflect changes to the local landscape.
3. Good local area profiles will increase awareness of local risks and improved information sharing, to facilitate constructive engagement with licensees and a more coordinated response to local risks.
4. The local area profile will help to inform specific risks that operators will need to address in their risk assessment which will form a part of any new licence application, or an application to vary a licence.
5. Following the September meeting, the updated comprehensive written document is attached as appendix A.
6. In addition to the written document an interactive map has been developed which includes licensed premises and Local Area Profile metrics indicating the presence and concentration of groups vulnerable to harm.
7. The interactive map will be demonstrated at the meeting, and following the meeting a link will be provided so this can be accessed by members.
8. The council's website is also being updated and the new look landing page is shown in appendix B



**NORWICH**  
City Council

# **LOCAL AREA PROFILE**

**February 2019**

**Appendix A, with Map data updated 04/11/2019**

DRAFT 04.11.2019 JN

<b>Contents</b>		
1	Introduction	
2	Geography of the City	
3	Local economy	
4	Resident population	
5	Crime and Disorder	
6	Gambling context	
7	Gambling Premises in the City of Norwich	
8	Potential Risks associated with Gambling Premises in the City of Norwich	
9	Sex Establishments in the City of Norwich	
10	City Areas	
11	Management of Norwich's night-time economy	
References, Bibliography and other data sources		
Appendix	Detailed city profile by ward	

<b>List of Tables</b>		
2	UK Business Counts (2017)	
3	Comparison of Population by Age Group	
4	Norwich population by ward	
5	Household composition in Norwich	
6	Households in Norwich by tenure	
7	Ethnicity Percentage of population	
8	Percentage of Norwich population economically inactive compared with that of the region and England as a whole June 2017	
9	Comparison of Earnings (2017)	
10	Snapshot of offences in Norwich -month of Feb 2018	
11	Types and Numbers of Gambling Premises in the City of Norwich as at 1 April 2018	
12	Types and Numbers of Licensed Sex Establishments in the City of Norwich as at 1 April 2018	

<b>List of Figures</b>		
1	Map showing the Local authority areas in Norfolk	
2	Map showing the Wards in the City of Norwich ( as at September 2018)	
3	Map showing the City Centre Leisure Area	
4	Map showing the Late Night Activity Zone	

## 1. Introduction

This profile has been produced by the City Council as an associate document to the City Council's key Licensing Policies. Data has been included from a number of published sources together with information from the responsible authorities.

It has been developed following the recommendations of the Gambling Commission and the Local Government Association and is intended to assist local Gambling Operators prepare their local assessments.

At the present time the City Council nor the responsible authorities have any evidence to indicate Gambling activities in the City are a problem. Nevertheless potential risks are always present and the City Council encourages operators and all others involved to work together to address such issues.

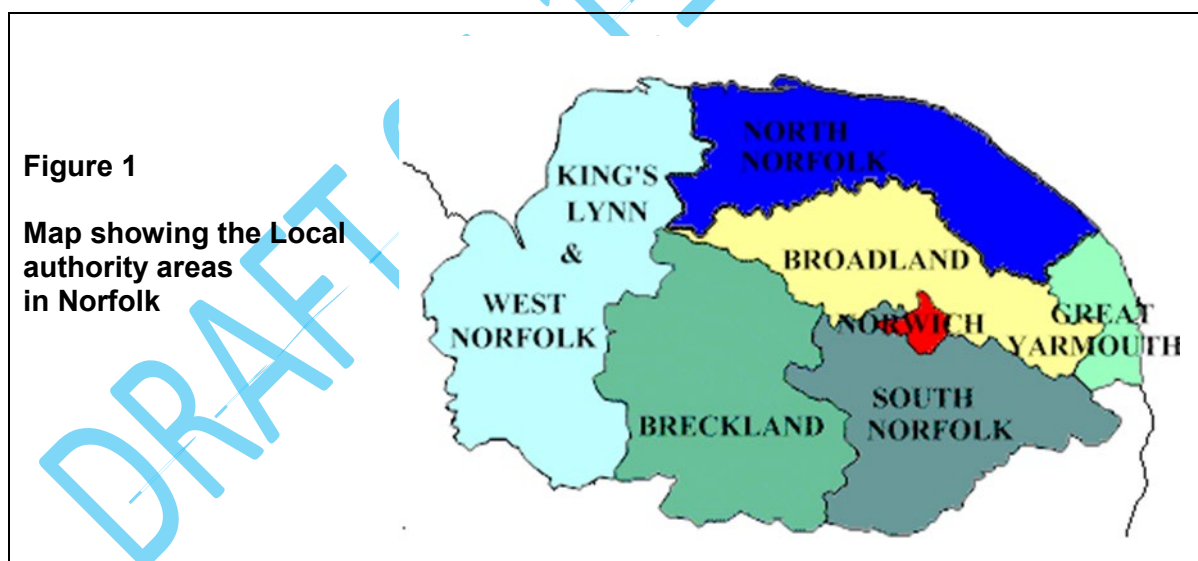
The profile is also intended to assist the City Council and potential applicants when considering applications for sex establishments across the city. To that end it should be read in conjunction with the City Councils Policy on Sex Establishments.

## 2. Geography of the City

The City of Norwich is one of 7 local authority areas in Norfolk. The urban area of Norwich extends beyond the Norwich City Council boundary, with extensive suburban areas on the western, northern and eastern sides. Norwich City Council is one of four councils that provide services to Norwich, along with Broadland District Council, South Norfolk Council and Norfolk County Council.

**Figure 1**

**Map showing the Local authority areas in Norfolk**



The city council is responsible for approximately 60 per cent of the urban area of Norwich, in central Norfolk. Its area covers 3,902.35 hectares around the Rivers Yare and Wensum including the historic city centre.

Norwich is an innovative, creative city with big ambition for both the place and the people who live here. The fastest growing economy in the east of England, it is home to the headquarters of 50 major companies, is one of the top shopping destinations in the country, and is the regional cultural capital. Yet, in sharp contrast to this, outward economic prosperity, Norwich has a low-wage economy and high levels of deprivation.

Norwich's position as a regional centre means there are high levels of inward travel for work, shopping, cultural and leisure activities.

The city is ranked 5th in the UK (outside of London) for the number of day visitors (17.7 million) it attracts

Norwich is readily accessible by road, rail, and air.

- Major roads link the City to all parts of Norfolk and south to Suffolk. However these arteries suffer significant congestion on a daily basis affecting internal journeys around parts of the City as well as connections beyond. The A47 provides a southern bypass to the City as well as providing access west to Kings Lynn and the Midlands and east to the ports of Yarmouth and Lowestoft. Norwich is also served by the A11/M11 to London which has been upgraded to dual carriageway in recent years
- The city is served by a rail link from Norwich Thorpe Station in the heart of the City. There are frequent trains to Ipswich, London and Cambridge. In addition regular trains to Peterborough and Ely provide links, serving the Midlands and Northern England. Local services also operate to Great Yarmouth, Lowestoft and North Norfolk.
- Norwich International Airport is located in the north of the City and provides direct scheduled flights to Schiphol Airport, Amsterdam with connections to many destinations world-wide as well as to several UK airports
- With 2 navigable rivers flowing through the city it is on the Broads waterway network providing access to river cruisers and has a yacht station on the riverfront regularly used by visiting boaters.
- It has links by sea via Great Yarmouth (which is the closest port) to Northern Europe with the Dutch port of IJmuiden less than 161km (103 nautical miles) away.

### 3. Local Economy

#### 3.1. Industry and Businesses

Norwich is home to more than 123,000 jobs and more than 8,000 businesses - almost one-half of jobs are based in large companies and the city is one of the largest centres of employment in greater south-east England. Norwich contributes more than £3 billion per annum to the national economy.

**Table 2**  
**UK Business Counts (2017)**

	Norwich (Numbers)	Norwich (%)	East (Numbers)	East (%)
Enterprises				
Micro (0 To 9)	3,825	83.6	244,305	90.0
Small (10 To 49)	580	12.7	22,260	8.2

**Table 2**  
**UK Business Counts (2017)**

	<b>Norwich (Numbers)</b>	<b>Norwich (%)</b>	<b>East (Numbers)</b>	<b>East (%)</b>
Medium (50 To 249)	130	2.8	3,835	1.4
Large (250+)	40	0.9	945	0.3
Total	4,575	-	271,335	-
<b>Local Units</b>				
Micro (0 To 9)	4,740	76.5	266,175	85.7
Small (10 To 49)	1,150	18.5	36,150	11.6
Medium (50 To 249)	280	4.5	7,345	2.4
Large (250+)	35	0.6	1,015	0.3
Total	6,200	-	310,685	-

Source: 1 - Inter Departmental Business Register (ONS)

Note: % is as a proportion of total (enterprises or local units)

Norwich is predominantly a service sector economy, with just 6 per cent of employment in the manufacturing sector and 5 per cent in construction. It is ranked 13th in the UK as a retail centre and the sector accounts for 13 per cent of employment in the city.

The financial and insurance services and business services sector provides around one-quarter of the city's employment. The city has a developing cluster of digital creative companies, which has seen significant growth in recent years and will continue to be a fast growing area.

### 3.2. Tourism and culture

Norwich's culture is a fundamental part of its identity and an essential element of the city's national and international reputation. The city's cultural credentials are impressive – it has a vast array of unique heritage assets, five theatres, networks of artists and creative entrepreneurs and a wide-ranging programme of local, national and international events

The new five-year Norwich Business Improvement District (BID) for the city centre will go some way to promoting Norwich as a key visitor destination for cultural and leisure tourism. Tourism is identified by the New Anglia Local Enterprise Partnership (NALEP) as one of its nine key growth sectors. NALEP is developing a strong tourism strategy to engage a wide range of partners in activities to increase visitor numbers, length of stay and spend

Key elements about Norwich include

- Highest level of culture per capita in the UK. (Source: 2 - locallife.co.uk)
- Prime examples of architecture including Norwich 12, the UK's finest collection of heritage buildings in a medieval cityscape. (Source: 3 - Norwich Heart)



- Bid shortlisted for UK City of Culture 2013. (Source: 4 - UK City of Culture 2013)
- Major sporting facilities including football, athletics, Olympic swimming pool etc. (Source: 5 - City of Norwich Council)
- Three regional media businesses (BBC, Anglia and Archant). (Source: 5 - City of Norwich Council)
- High-profile arts calendar including the Norfolk and Norwich Festival, the largest festival in the country. (Source: 5 - City of Norwich Council)
- Writers' Centre Norwich delivering world-class literary events. (Source: 5 - City of Norwich Council)
- Norwich has been awarded UNESCO City of Literature status. The first city in England to achieve this. (Source: 5 - City of Norwich Council)
- Highly regarded arts institutions including Norwich Castle Museum and Art Gallery, Norwich University College of the Arts and the Sainsbury Centre for Visual Arts. (Source: 5 - City of Norwich Council)
- Five theatres, including the Theatre Royal – the most successful regional theatre in the UK. (Source: 5 - City of Norwich Council)
- 75 formal play areas and 17 all-weather games areas. (Source: 5 - City of Norwich Council)

#### 4. Resident Population

##### 4.1. Demographic Profile

The most recent census took place on 27th March 2011. The Office for National Statistics (ONS) carried out the Census and a follow-up coverage survey and produced initial results for population, households, household residents and short term residents, along with information on the quality of the response area by area.

The mid-2016 population estimates<sup>6</sup> indicate that 139,900 people live in the city of Norwich, showing that Norwich continues to grow (1.5% annually). All demographic figures are from the Office of National Statistics ONS unless otherwise stated.

##### Population by broad age group

Norwich has a youthful demographic in comparison to Norfolk and the rest of the country, with 43 per cent of residents in the 15 to 39 age group, as opposed to 32 per cent nationally. This has an impact on a range of issues such as: working age population on benefits, young people not in employment, education, and training.

**Table 3**  
**Comparison of Population by Age Group**

			Norwich	Norfolk	East of England	England
Population			139900	891700	6129000	55268000
AGE GROUP in years	Male %	Female %	%	%	%	%
Age Group: 0-15			17.1	16.9	19.1	19.1
Age Group: 16-29			27.1	16.2	16.4	18
Age Group: 30-44			20.5	16.7	19.1	19.6

Age Group: 45-64			20.6	26.4	26	25.4
Age Group: 65+			14.7	23.9	19.3	17.9
Source: 6 - 2016 ONS Mid-term estimate – Norfolk Insight						

The population is spread broadly across the city area with a significant number of residents living in the central commercial area.

#### Ward Populations

<b>Table 4</b>	
<b>Norwich population by ward</b>	
Source: 6 - 2016 ONS Mid-term estimate – Norfolk Insight	
<b>Ward</b>	<b>2016 estimate</b>
• Bowthorpe	12099
• Catton Grove	11140
• Crome	10046
• Eaton	9048
• Lakenham	9502
• Mancroft	10652
• Mile Cross	11302
• Nelson	9705
• Sewell	10093
• Thorpe Hamlet	12075
• Town Close	11270
• University	11725
• Wensum	12384
<b>City of Norwich</b>	<b>139,900</b>

#### 4.2. Households and Housing

<b>Table 5</b>			
<b>Household composition in Norwich</b>			
<b>Household composition, no. of households in Norwich</b>	1991	2001	2011
One person: over 65	8,986*	8,668	7,669
One person: other	8328	11,589	15,351
Family all over 65	5,320*	4,614	3,631
Couple – no children		9,030	10,453
Couple – dependent children	8,918**	8,334	8,695
Lone parent – dependent children	2,567	3,649	4,419
Other households		4,628	6,063
Total households	52,733	54,578	60,319
Source: 7- Census 2011 ONS			
* 1991 data is men over 65 and women over 60			
** In 1991 this is a household of “2 adults with dependent children”			

<b>Table 6</b>
----------------

<b>Households in Norwich by tenure</b>				
<b>Housing by tenure (%)</b>	Norwich	Norfolk	East Anglia	England & Wales
Owner-occupied	44.5	68.6	68.3	64.3
Council rented	25.2	5.8	7.8	9.4
Social rented	7.4	8.7	7.9	8.2
Private rented	22.8	16.9	16.0	18.0
Source: 7- Census 2011 ONS				

### Deprivation

According to the Index of Multiple Deprivation 2010, the Norwich local authority area is ranked within the 30 per cent most deprived districts in England on each district measure with the exception of the local concentration measure.

The level of multiple deprivation in the Norwich local authority area creates a complex set of problems which result in large numbers of people being excluded from, or on the margins of, economic activity. Problems of poverty, poor health and low levels of skill sit alongside and contribute to mental health problems, substance abuse and teenage pregnancy.

These problems result in poor prospects for children including low attainment and relatively high numbers of children leaving school and classed as Not in Employment, Education or Training (NEET), contributing to a cycle of deprivation which is difficult to break.

The extent of deprivation in relation to education, skills and training is particularly severe, affecting more than one-third of local residents.

It should be noted that despite the sustained period of economic growth that took place before the downturn, net wages and income have stagnated for a large proportion of the population while income inequalities have actually increased.

The Office of National Statistics report<sup>8</sup> *Changes in real earnings in the UK and London, 2002 to 2012* suggests that real wages have not increased above the levels seen in 2004 and that average earnings have actually fallen in real terms since 2009. The report also notes "The decline in real wages has short-term implications for the economy and economic indicators. It is possible that it also marks a permanent change in long-term wage growth trends".

Around 30 per cent of children in Norwich are living in poverty, the same proportion as at the national level. The majority (59 per cent) of poor children live in a household where at least one adult works and 40 per cent of poor children live in a household headed by a lone parent. However, the majority of poor children (57 per cent) live in a household headed by a couple.

The level of child poverty by Norwich ward from 2009 to 2012, the proportion varies widely with 40 per cent of children in Mile Cross and 37 per cent in Wensum living in poverty compared to 9 per cent in Nelson and 10 per cent in Eaton

Levels of socio-economic deprivation are the third highest in the region and 70th (out of 326) in England (Source: 9 - Index of Multiple Deprivation 2010, Average of Scores)

- 88 per cent of school leavers staying on to further education, compared with 90 per cent across Norfolk (Source: 10 - Year 11 leavers activity data, Norfolk County Council, Norfolk Insight)
- 7.1 per cent of the working age population is claiming Incapacity Benefit or Severe Disablement Allowance (Source: 11 - May 2014, Department of Work and Pensions (DWP) and Norfolk Insight)
- 31.8 per cent of children in Norwich are affected by income deprivation which is the 30th highest percentage nationally. It is the highest percentage of any district council and the highest percentage in the eastern region (Source: 12 - Index of Multiple Deprivation 2010, IDACI)

#### 4.3. Ethnicity and Diversity

England has become more ethnically diverse with rising numbers of people identifying with minority ethnic groups in 2011. Despite the White ethnic group decreasing in size, it is still the majority ethnic group that people identify with. The ethnic minority population of the City is shown in table 7 below

By better understanding the ethnic distribution we may be able to:

- Further understand reasons for take-up of services
- Increase the chance of finding “difficult to reach” target groups
- Target communications
- Identifying diverse needs
- Relate ethnicity to risks and outcomes
- Identifying language-specific medial channels

<b>Table 7</b> <b>Ethnicity Percentage of population</b> Source: 7- Census 2011 ONS		
<b>2011 National Census statistics</b>	Norwich	England
Total White	90.8	86
White non-British	6.1	5.5
Total Black, Asian or minority ethnic group	9.2	14
Asian/Asian British	4.4	7.5
Black/African/Caribbean/Black British	1.6	3.3
Mixed heritage	2.3	2.2
Other ethnic group	0.8	1.0

#### 4.4. Health and Wellbeing

- The health picture overall for Norwich is mixed, though average life expectancy is close to the national average for men and slightly above the national average for women. (Source: 13 - Health Profiles 2014, Public Health England)
- Men in the most deprived areas have an average life expectancy that is nine years shorter than in the least deprived areas. For women the difference is four years. (Source: 14 - LG Inform Plus/ Public Health England)
- Many key health measures are significantly worse in Norwich than in the rest of the county. (Source: 13 - Health Profiles 2014, Public Health England)

- Significant health issues with high levels of teenage pregnancy, mental health problems and drug and alcohol misuse. (Source: 13 - Health Profiles 2014, Public Health England)
- Low levels of malignant melanoma and diabetes. Fewer obese adults. (Source: 13 - Health Profiles 2014, Public Health England)
- Lower than average children's population, and higher proportions in the younger adult age ranges (16 to 24 and 25 to 39). (Source: 6 - 2013 mid-year population estimates, ONS)
- Lower than average road deaths and injuries. (Source: 13 - Health Profiles 2014, Public Health England)

#### 4.5. Labour Market Profile

Most age groups in Norwich are more economically active than the national average. This is probably a reflection of the younger profile of residents in the city being of working age with proportionately fewer retired people. However, in general workers in Norwich earn less the national average as shown in table 9.

**Table 8**  
**Percentage of Norwich population economically inactive compared with that of the region and England as a whole June 2017**

Year to June 2017	Norwich	East of England	England
Economically inactive - aged 16-64	21.1	19.8	21.7
Economically inactive - aged 16-24	31.4	34.5	38.7
Economically inactive - aged 50+	53.8	56.9	57.1
Economically inactive - aged 65+	86.4	88.4	89.4
Economically inactive - aged 16-64 - Male	23.8	14.5	16.3
Economically inactive - aged 16-64 - Female	18.5	25.0	27.1
Economically inactive - aged 16-64 - White	18.2	19.1	20.1
Source: 15 - NOMIS			

**Table 9**  
**Comparison of Earnings (2017) £**

	Norwich	East of England	Great Britain
<b>Gross Weekly Pay</b>			
Full-Time Workers	494.9	574.9	552.7
Male Full-Time Workers	526.9	622.9	594.2
Female Full-Time Workers	451.0	502.1	494.4
<b>Hourly Pay - Excluding Overtime</b>			
Full-Time Workers	12.41	14.51	14.00
Male Full-Time Workers	13.36	15.24	14.56
Female Full-Time Workers	10.81	13.45	13.18

Source: 16 - ONS annual survey of hours and earnings - resident analysis

Notes: Median earnings in pounds for employees living in the area

## Crime and Disorder

Norwich City Council works in partnership with Norfolk Police and other agencies to make Norwich a safe place. The City, as with Norfolk as a whole, is a relatively safe place to live, work or visit.

The Norfolk Safer Communities Partnership has driven a partnership approach to tackling crime and anti-social behaviour which has seen a number of multi-agency operations and visits across the City tackling issues ranging from environmental crime, neighbour nuisance to drugs. A very active Community Alcohol Partnership has also been set up within the City to tackle under-age drinking and street drinking. The Partnership includes statutory bodies, charities and the trade.

- Over the three years to 2014, overall crime reduced by 7.7 per cent (Source: 17 - Crime statistics, Norfolk Police)
- For the 12 months ending March 2014 there were 8,200 incidents of anti-social behaviour in Norwich, which was a year-on-year reduction of 7.5 per cent.
- All incidents of Crime and ASB in 2017 (per 1,000 population) **157.5**

**Table 10**  
**Snapshot of offences in Norwich -month of Feb 2018**  
(Source: 17 - Crime statistics, Norfolk Police)

<b>Offence Group:</b>			
Anti-social behaviour	309		
Criminal damage and arson	121		
Drug offences	41		
All other theft offences	101		
Bicycle theft	30		
burglary	73		
Other crime	19		
Possession of weapons offences	14		
Public order offences	103		
Robbery	7		
Violence and Sexual offences	421		
Shoplifting	164		
Theft from the person	17		
Vehicle crime	53		
<b>Total</b>	<b>1473</b>		



## **6. Gambling Context**

The latest British Gambling Prevalence Survey <sup>18</sup> (BGPS) was undertaken in 2010, the third nationally representative survey of its kind; previous surveys in 2007 and 1999. The aims of the survey were to provide data on participation in all forms of gambling in Great Britain, the prevalence of problem gambling, attitudes to gambling and to explore a range of associations with gambling behaviour. The Key findings are summarised below:

### Participation in Gambling Activities

- Overall, 73% of the adult population (aged 16 and over) participated in some form of gambling in the past year. This equates to around 35.5 million adults in the UK
- The most popular gambling activity was the National Lottery. In 2010, 59% of adults had bought tickets for the National Lottery Draw.
- Excluding those who had only gambled on the National Lottery Draw, 56% of adults participated in some other form of gambling in the past year. After the national lottery, the next most popular gambling activities are other lotteries (25%), scratch cards (24%), horserace betting (16%) and slot machines (13%).
- The survey has noted a significant increase in betting on other events such as horse and dog racing (increased from 3% in 1999 to 9% in 2010, scratch cards (up to 24% in 2010 from 20% in 2007) and a smaller increase in online poker/bingo/casino gambling from 3% in 2007 to 5% in 2010.
- In contrast, betting on football pools, slot machines and online bets has fallen slightly over the course of the survey.

### Online and Offline Gambling

- Overall, 14% of adults had used the internet to gamble in the past year, including online lottery tickets, betting, casino games, bingo, online slot machines and football pools. Increases in online gambling activity have been greater in women than men.
- Among respondents who had gambled in the past year, 81% reported that they gambled 'in person' only, 17% had gambled both online and in-person and only 2% had gambled 'online only'.
- The survey suggests that most gambling activities still occur 'offline'; however casino games and betting on other sports events reported relatively high proportions of online activity – 39% and 27% respectively.

### Profile of Participants in Gambling Activity

- Men were more likely than women to gamble overall (75% for men and 71% for women). Women however had higher incidence participating in bingo and scratch cards.
- Gambling participation is associated with age – participation was lowest among the youngest and oldest age groups and highest among those aged 44-64.
- Gambling prevalence was highest among those who were; – Either married or had been married (75%) – White/white British (76%) – Those whose highest qualification was GCSE's or equivalent (76%) – Those in lower supervisory/technical households (79%) – Those in paid work (78%) – Those with the highest personal income
- 59% of people who participated in the National Lottery did so once a week or more often. Only football pools had a similar level of frequency (54% once a week or more often).
- There were five other activities which were undertaken at least once a month by half or more of all participants. These were bingo played in person (54%), casino games played on line (53%), spread betting (53%), fixed odd betting terminals (52%), and poker at a pub/club (50%).

- Taking participation in all gambling activities together, past year gamblers took part in gambling, on average, on 93.6 days per year. That is, they tended to gamble more than once a week, but not quite as often as twice a week.
- Those who gambled both online and in-person did so more than twice as often (163.3 days) as those who gambled 'online only' (61.5 days) or 'in person' only (79.5 days).
- Overall, 6% of regular gamblers were classified as high-time/high-spend gamblers.
- The profile for high-time gamblers consists disproportionately of those with poorer socio-economic indicators, with National Lottery and Bingo being the most popular activities.
- The profile for high-spend gamblers had a higher proportion of graduates, those in paid employment and a preference for betting on horse racing, slot machines and casino games.
- When asked how their gambling involvement had changed in the past year, 4% reported an increase, 13% a decrease and 82% no change.

### Gambling and Debt

The first known UK research to focus exclusively on the relationship between problem gambling and over indebtedness, was jointly commissioned by GamCare and the Money Advice Trust from Manchester Metropolitan University, and published<sup>19</sup> in autumn 2009. Key findings were;

- Debts of up to £60,000 might be common amongst problem gamblers.
- Understanding of problem gambling amongst money advice agencies and in the NHS is extremely low.
- Awareness of the help available to problem gamblers amongst these agencies and in the NHS, particularly GPs, is equally poor.
- There is an urgent need to improve education about gambling for young people, alongside or as part of work on financial literacy and understanding chance and risk.



## 7. Gambling Premises in City of Norwich

A summary of the premises in the City of Norwich which are licensed for gambling or hold permits for gambling activities is shown in table 11 below. The number of small societies registered by the city council to run small lotteries is also given in the table. It should be noted that certain gambling activities for small stakes are permitted by law in alcohol licensed premises without the need for specific gambling permissions to be obtained.

**Table 11**  
**Types and Numbers of Gambling Premises in the City of Norwich as at 19 September 2019**

Source: 5 - City of Norwich Council

Premises type	Numbers
Bingo venues	1
Betting shops	27
Adult Gaming Centres	2
Family Entertainment Centres	1
Betting Tracks	Nil
Casinos	Nil
Licensed premises gaming machine permit	8
Club Machine Permit	2

## 8. Potential Risks associated with Gambling Premises in the City of Norwich

The Licensing Authority expects all Operators to consider the external and internal risks posed by their premises when they develop their risk assessments. In order to assist Operators the Council has highlighted a number of issues which they expect to be addressed in such assessments – the list is not exhaustive merely illustrative.

- access to gambling establishments by vulnerable residents
- signage and communication issues both inside and outside gambling premises for residents and others where English is not their first language
- signage, demarcation and supervision of arcades and other premises patronised by children to ensure separation of family accessible machines and facilities from the adult only areas and machines.
- Child safeguarding in areas heavily patronised by children

## 9. Sex Establishments in the City of Norwich

A summary of the premises in the City of Norwich which are licensed as sex establishments is shown in table 12 below. It should be noted that under current legislation certain adult entertainment activities on an infrequent basis are permitted in alcohol licensed premises without the need for specific sex establishment permission to be obtained.

**Table 12**  
**Types and Numbers of Licensed Sex Establishments in the City of Norwich as at 1 April 2018**

Source: 5 - City of Norwich Council

Premises type	Numbers
---------------	---------

Sex Shop	1
Sex Cinema	Nil
Sexual Entertainment Venue	3

The city council has defined the maximum number of licensed premises it considers appropriate and this is stated in its Statement of Policy on Sex Establishments.

## 10. City areas

The city can be split into a number of distinct areas either based on electoral wards or by land usage.

### **Wards**

The city is currently split into 13 electoral wards for administrative purposes. Population and other census data is generally collected and available at ward level. Ward boundaries are likely to change in future following recommendations of the Boundary Commission. The current wards are shown in Figure 2 below. Detailed profiles of each of the city wards is given in Appendix B

**Figure 2**  
**Map showing the Wards in the City of Norwich ( as at September 2018)**

- Bowthorpe
- Catton Grove
- Crome
- Eaton
- Lakenham
- Mancroft
- Mile Cross
- Nelson
- Sewell
- Thorpe Hamlet
- Town Close
- University
- Wensum



### **Norwich city centre**

For planning and other purposes the City Council has defined a number of localities within this area. This area includes the central business district which is partly in Mancroft ward and partly in Thorpe Hamlet ward.

Within the city centre a number of defined localities have been designated by the City Council in respect of specific policies. These are:

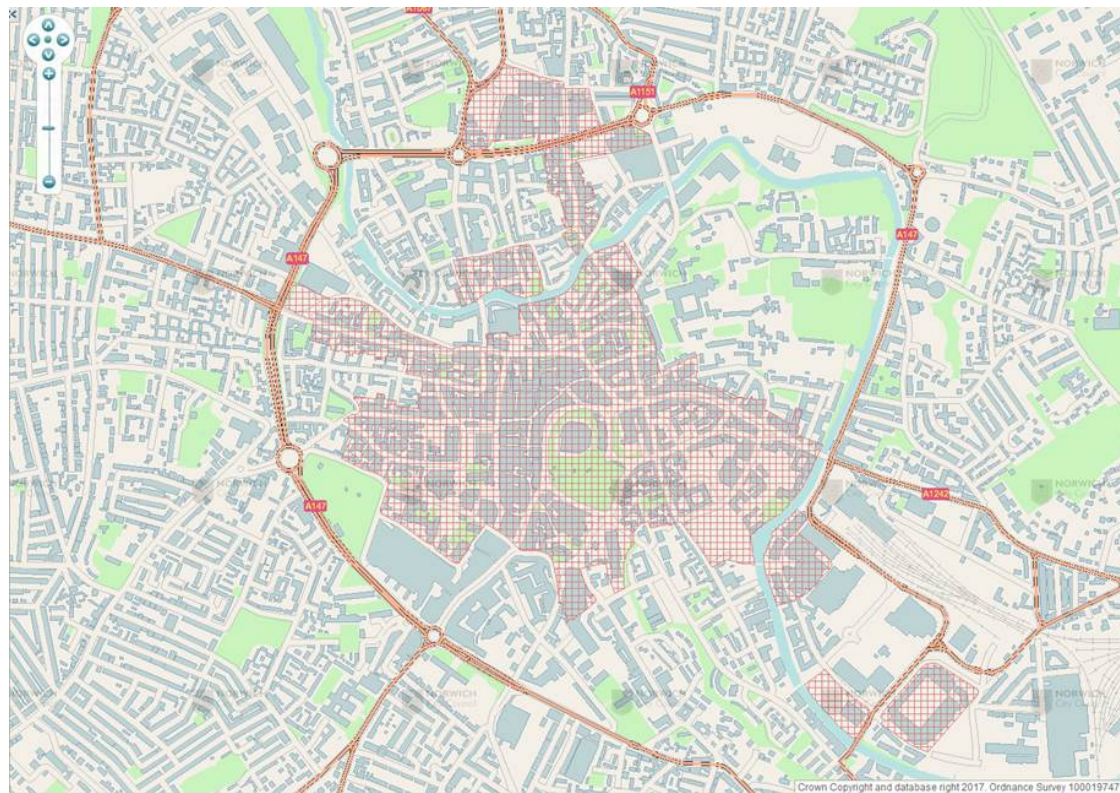
**The City Centre Leisure Area (CCLA)** - which contains the majority of the key shopping; restaurants; bars; theatres; cinemas and other attractions. See Figure 3 below.

**The Late Night Activity Zone, (LNAZ)** - this is a sub area of the CCLA - where the key bars, clubs and other premises associated with the late night economy are situated. The zone is in 2 parts – one around Prince-of-Wales Road the other around Riverside. See Figure 4 below.

**Cumulative Impact Policy Area** (defined under Licensing Act 2003) principally around the Prince of Wales Road area

**Figure 3**

**Map showing the City Centre Leisure Area**

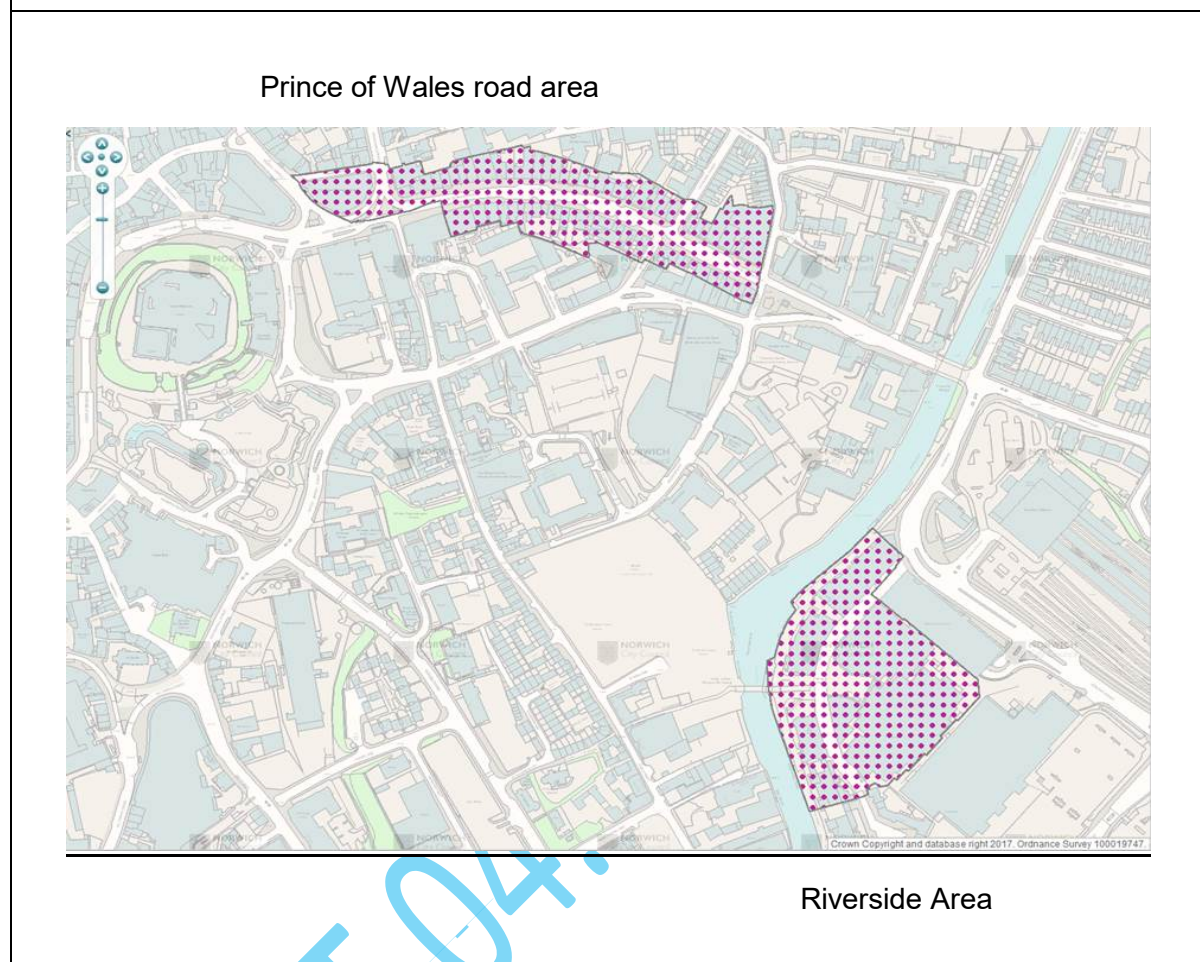


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**Figure 4**

**Map showing the Late Night Activity Zone**



### **Other areas of the City of Norwich**

The areas outside the city centre area are principally the residential and industrial areas of the city within the city boundary but which also include a number of sizeable retail parks. Most of the local educational establishments (college and schools) are in these parts.

### **Management of Norwich's night-time economy**

The city council has been working with the police and other organisations to help tackle any negative effects of the night-time economy on residents, businesses and visitors within the city centre.

As a result of this joint-working a number of measures have been put in place. They include the following:

- New access restrictions on residential side roads between 11pm and 6am daily (Cathedral Street, St Faiths Lane and Recorder Road) to reduce noise to local residents.
- Signage on residential roads reminding people to respect local residents at night.

- New CCTV cameras on Cathedral Street and Bank Plain/Queen Street.
- Improved policing of the night time economy areas (Prince of Wales Road area).

Along with this, and after consultation on the matter, the city council adopted a Cumulative Impact Policy (CIP) under the Licensing Act 2003 on 1 August 2015 around the Prince of Wales Road area.

The policy relates to premises applying for a licence, or a licence variation, to sell alcohol or late night refreshments between 9pm and 6am.

Since the introduction of the CIP, it has become the responsibility of any business applying for a new license, or looking to change an existing license within the designated area, to demonstrate that their business will not contribute to the anti-social behaviour before their application can be approved.

The City Council will expect similar considerations to be taken by applicants for gambling licences, permits and sex establishment licences in the defined area if they wish to trade during the late evening and night time period.

DRAFT 04.11.2019 JMW

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18. [British Gambling Prevalence Survey \(BGPS\)](#), National Centre for Social Research, 2011
19. [Gambling and Debt Pathfinder Study](#), Carolyn Downs and Ryan Woolrych, Manchester Metropolitan University, October 2009

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- How to find up to date information about Norwich Census information is available via  
<http://www.neighbourhood.statistics.gov.uk>.
- Norfolk Insight has an area facility that draws together information from Norwich & Waveney/ Norfolk PCT, the police and other official sources. This provides an in depth and detailed statistical overview for wards and parishes throughout the City and across Norfolk. This can be accessed at <http://norfolkinsight.org.uk>  
<http://www.norfolkdata.net/>
- A health profile for Norwich is produced annually by the Association of Public Health Observatories. The profile provides information about health inequalities, deprivation, obesity, smoking and other health related topics. This information relates to Norwich rather than wards, although area profiles provided by Norfolk Insight enable analysis by middle and lower layer super output areas within the City. The health profile can be accessed via <http://www.apho.org.uk>.

- NOMIS is a web-based database of labour market statistics operated by the University of Durham on behalf of the Office for National Statistics. It provides official labour market statistics such as unemployment rates, claimant count, jobs vacancies and other claimant information from the Department for Work and Pensions. This can be accessed via the link <http://www.nomisweb.co.uk>.
- A government data website provides local and national data across many subjects through a postcode search. This is located at <http://data.gov.uk>
- Norfolk County Council website provides immediate geographic information according to postcodes and other local information. This is located at <http://www.norfolk.gov.uk>.
- Schools in Norfolk, Norfolk County Council  
<http://schools.norfolk.gov.uk/go/schoolfinder>

Disclaimer: All information is correct at time of publication and originates from official sources. The Norwich City Council is not responsible for the content of external websites



## Appendix A: Norwich profile by ward, followed by data listed in categories.









A principal concept of the [Gambling Act 2005](#), is the protection of children and other vulnerable persons from being harmed or exploited by gambling.

From April 2016 all industry operators have to undertake local area risk assessments to explore what risks gambling venues pose to young and vulnerable people. [Research into area-based vulnerability to gambling-related harm](#) concluded that youths, those affected by substance abuse /misuse /excessive alcohol consumption, poorer mental health, those living in deprived areas, from certain ethnic groups, those seeking treatment for gambling problems and those who are unemployed are potentially more vulnerable to harm from gambling.

WARD	Primary schools	Secondary schools	Special schools	Gambling premises	Sex establishments	Alcohol licensed premises	Drug and alcohol treatment centres	Services for people in financial difficulty	Gamblers Anonymous and Gamcare meeting locations	Homelessness services	% of Population aged 10-24 by ward	% of Ethnic Minorities by ward	% of Universal Credit & Job Seekers Allowance by ward
Bowthorpe	3			2		14					20.8 - 30.6	8.9 - 10.5	2.2 - 2.7
Catton Grove	1			4		42		4			16.1 - 18.5	4.4 - 7.2	2.7 - 3.9
Crome	1	1		2		17		2			16.1 - 18.5	0.0 - 4.4	2.7 - 3.9
Eaton	3	1	2	0		17					16.1 - 18.5	7.2 - 8.9	1.0 - 1.2
Lakenham	3	2	2	3		33		1			16.1 - 18.5	4.4 - 7.2	2.7 - 3.9
Mancroft	1	3		18	2	212	3	8	1	15	16.1 - 18.5	7.2 - 8.9	3.9 - 6.2
Mile Cross	2			3		20					18.5 - 20.8	4.4 - 7.2	3.9 - 6.2
Nelson	2		1	1		35					20.8 - 30.6	4.4 - 7.2	1.0 - 1.2
Sewell	5	1		1		30			1		15.4 - 16.1	4.4 - 7.2	2.2 - 2.7
Thorpe Hamlet	3			4	2	121	1			3	15.4 - 16.1	7.2 - 8.9	2.7 - 3.9
Town Close	1		1	0		30					18.5 - 20.8	7.2 - 8.9	1.2 - 2.2
University	4	1		1		24		1		1	30.6 - 55.4	10.5 - 19.1	1.0 - 1.2
Wensum	7			2		20		3		1	20.8 - 30.6	7.2 - 8.9	2.7 - 3.9

The Norwich City Council [licensed premises map and register](#) contains information which will help operators to undertake a local area risk assessment.

The map indicates the location of the following licensed premises

-  Adult gaming centres (adult arcades)
-  Betting shops
-  Bingo venues
-  Club machine permits
-  Family entertainment centres (family arcades)
-  Licensed premises with gaming machine permit
-  Premises licences (sale of alcohol, late-night refreshment and entertainment venues)
-  Sex establishment licences

**Note:** need to get icons from Jeff Taylor when map completed for this Key

Below the map is a register of all the Premises licences listing the following details

Licence Type  
Premises and Trading Address  
Licensing Designated Premises Supervisor  
Issue date  
Valid from date  
Expiry date  
Licence reference number

### **Gambling Act 2005 - Local Area Profile metrics.**

A principal concept of the [Gambling Act 2005](#), is the protection of children and other vulnerable persons from being harmed or exploited by gambling.

From April 2016 all industry operators have to undertake local area risk assessments to explore what risks gambling venues pose to young and vulnerable people. [Research into area-based vulnerability to gambling-related harm](#) concluded that youths, those affected by substance abuse /misuse /excessive alcohol consumption, poorer mental health, those living in deprived areas, from certain ethnic groups, those seeking treatment for gambling problems and those who are unemployed are potentially more vulnerable to harm from gambling.

The [licensed premises map and register](#) also includes Local Area Profile metrics indicating the presence and concentration of groups vulnerable to harm from gambling.

These metrics include

#### **Financial Difficulties**

The location of cheque cashing, food bank, loan lenders and pawnbrokers



#### **Homelessness**

Homeless services provided by Pathways Norwich



#### **Mental Health Proxies**

NHS Quality and Outcomes Framework 2018-19 mental health metrics.



Percentage of patients (18+) registered with the GP surgery with depression  
April 2018 to March 2019. Norwich CCG average 10.3 England average 10.7

Percentage of patients registered with the GP surgery with a recorded  
disease within the mental health and neurology group April 2018 to March  
2019. Norwich CCG average 1.3 England average 1.0

### **Schools**

School type listed as nursery, infant, junior, primary, secondary, senior, pupil  
referral units and special schools



### **Treatment centres**

*Gamblers Anonymous and Gamcare meeting locations*  
*Substance abuse/misuse treatment centres*



### **The concentration of relevant sectors of the population**

- % of population aged 10 - 24 by ward
- % of population that identified as from an ethnic minority by ward
- % of population on Universal Credit or Jobseekers allowance by ward

### [Licensed premises map and register](#)

Each category is itemised below and sorted alphabetically by Ward

### **Schools**

Chapel Break Infant School, Infant, NR5 9LU, Bowthorpe  
Clover Hill VA Infant and Nursery, Infant & Nursery, NR5 9AP, Bowthorpe  
St. Michael's CE VA Junior School, Junior, NR5 9LA, Bowthorpe  
Catton Grove Primary School, Primary & Nursery, NR3 3TP, Catton Grove  
Heartsease Primary Academy, Primary & Nursery, NR7 9UE, Crome  
Open Academy , Secondary, NR7 9DL, Crome  
City of Norwich School , Secondary, NR4 6PP, Eaton  
Colman Infant School, Infant, NR4 7AW, Eaton  
Colman Junior School, Junior, NR4 7AU, Eaton  
Eaton Hall Specialist Academy , Special, NR4 7BU, Eaton  
Eaton Primary School, Primary, NR4 6HU, Eaton  
The Clare School, Special, NR4 7AW, Eaton  
Edith Cavell Academy and Nursery, Primary & Nursery, NR1 2LR, Lakenham  
Lakenham Primary School , Primary & Nursery, NR1 2HL, Lakenham  
The Hewett Academy Norwich , Secondary, NR1 2PL, Lakenham  
The Locksley Short Stay School, Pupil Referral Unit, NR4 6LG, Lakenham  
The Wherry School , Special, NR1 2GB, Lakenham  
Tuckswood Academy And Nursery , Primary & Nursery, NR4 6BP, Lakenham  
University Technical College, Secondary, NR4 6FF, Lakenham  
Jane Austen College, Secondary, NR3 1DD, Mancroft  
Notre Dame High School, Secondary, NR1 3BP, Mancroft  
Sir Isaac Newton Sixth Form Free School, Senior , NR2 1NR, Mancroft  
The Free School Norwich, Primary, NR1 3NX, Mancroft  
Angel Road Infant School, Infant & Nursery, NR3 3HR, Mile Cross  
Mile Cross Community Primary School, Primary & Nursery, NR3 2QU, Mile Cross  
Avenue Junior School, Junior, NR2 3HP, Nelson  
Recreation Road Infant School , Infant, NR2 3PA, Nelson  
The Parkside School, Special, NR2 3JA, Nelson  
Angel Road Junior School, Junior, NR3 3HS, Sewell

George White Junior School, Junior, NR3 4RG, Sewell  
Magdalen Gates Primary School , Primary, NR3 1NG, Sewell  
Mousehold Infant And Nursery, Infant & Nursery, NR3 4RS, Sewell  
Sewell Park Academy, Secondary, NR3 4BX, Sewell  
St. Clements Hill Primary Academy, Primary, NR3 4AR, Sewell  
Charles Darwin Primary School , Primary & Nursery, NR1 1DJ, Thorpe Hamlet  
Lionwood Infant & Nursery School, Infant & Nursery, NR1 4AN, Thorpe Hamlet  
Lionwood Junior School , Junior, NR1 4HT, Thorpe Hamlet  
Bignold Primary School & Nursery, Primary & Nursery, NR2 2SY, Town Close  
Harford Manor School, Special, NR2 2LN, Town Close  
Bluebell Primary School, Primary & Nursery, NR4 7DS, University  
City Academy Norwich, Secondary, NR4 7LP, University  
St. Francis Of Assisi Catholic, Primary, NR2 3QB, University  
West Earlham Infant & Nursery , Infant & Nursery, NR5 8HT, University  
West Earlham Junior School, Junior, NR5 8HT, University  
Earlham Nursery School, Nursery, NR5 8DB, Wensum  
Henderson Green Primary Academy, Primary, NR5 8DX, Wensum  
Nelson Infant School, Infant, NR2 4EH, Wensum  
Norwich Primary Academy, Primary, NR5 8ED, Wensum  
Valley Primary Academy , Primary, NR5 8XZ, Wensum  
Wensum Junior Academy, Junior, NR2 4HB, Wensum

#### **Services for people in Financial Difficulties**

East Anglian Pawnbrokers, NR3 2RE, Catton Grove  
Cash Maker, NR3 2RY, Catton Grove  
Oak Grove Community Church, NR3 3NT, Catton Grove  
Mile Cross Methodist Church, NR3 2RU, Catton Grove  
Cash Convertors, NR1 4AB, Crome  
Witard Road Baptist Church, NR7 9XG, Crome  
New Hope Christian Centre, NR1 2HX, Lakenham  
The Money Shop, NR1 3DE, Mancroft  
Cash Makers, NR2 4AR, Mancroft  
Cash Converters Music Store, NR2 4PG, Mancroft  
Logbook Loans Norwich, NR2 4PG, Mancroft  
Cash Maker, NR3 1ER, Mancroft  
Cash Providers, NR3 1JE, Mancroft  
St Stephens Church, NR2 1QP, Mancroft  
Norwich Central Baptist Church, NR3 3AP, Mancroft  
Cash Maker, NR4 7HA, University  
Norwich Foodbank, NR5 8BF, Wensum  
St Elizabeth's Church, NR5 8DG, Wensum  
Alive! Church, NR2 4DR , Wensum

#### **Gamblers Anonymous and Gamcare meeting locations**

Gamblers Anonymous, NR3 4TF, Sewell  
Gamcare, NR2 1DN, Mancroft

#### **Drug and Alcohol Treatment Centres NHS and CQC**

City Reach, NR2 4SZ, Mancroft  
NORCAS 65+ Service, NR3 1BQ, Mancroft  
The Matthew Project – Unity, NR2 1DZ, Mancroft  
CGL Norfolk-Norwich, NR1 1DL, Thorpe Hamlet

### **Homelessness services in Norwich City Council**

The Magdalene Group, NR1 1PH, Mancroft  
Norwich Walk in Centre NHS, NR1 1RB, Mancroft  
YMCA Norfolk, NR1 3GA, Mancroft  
The Big Issue Company, NR2 1DX, Mancroft  
Pottergate ARC, NR2 1DX, Mancroft  
The Matthew Project - Unity, NR2 1DZ, Mancroft  
Pathways Office, NR2 1EW, Mancroft  
Norwich City Council, NR2 1NH, Mancroft  
Soup Run, NR2 1QX, Mancroft  
Mancroft Advice Project, NR2 1RF, Mancroft  
Citizens Advice Bureau, NR2 1TF, Mancroft  
City Reach Health Service, NR2 4SZ, Mancroft  
Under 1 Roof, NR2 4SZ, Mancroft  
Shelter, NR3 1SE, Mancroft  
Hinde House, NR2 1NR, Mancroft  
King's Community Church, NR1 1DL, Thorpe Hamlet  
Change Grow Live, NR1 1DL, Thorpe Hamlet  
Bishopbridge House, NR1 4FD, Thorpe Hamlet  
Benjamin Foundation, NR2 4TP, University  
The Feed, NR1 1NJ, Wensum

### **Sexual Entertainment Venue**

Platinum Lace, 15 Dove Street NR2 1DE, Mancroft  
Sugar & Spice, 39 Prince of Wales Road NR1 1BG, Thorpe Hamlet  
Lace, 75 Prince of Wales Road NR1 1DG, Thorpe Hamlet  
Pure Gold – Gentleman's Club, 52 Prince of Wales Road NR1 1LL, Thorpe Hamlet

### **Sex Shop Licence**

The Private Shop, 39 St Augustines Street NR3 3BY, Mancroft

### **Betting Premises Licence**

William Hill, 7 Castle Street NR2 1PB, Mancroft  
Jenningsbet, 5A St Stephens Street NR1 3QL, Mancroft  
Coral, The MS Centre, 23A Witard Road NR7 9XD, Crome  
Coral, Unit 2, 131 Colman Road NR4 7HA, University  
Coral, 19 St Stephens Street NR1 3QN, Mancroft  
Betfred, Unit 2, 55 – 57 Hall Road NR1 3HL, Lakenham  
Ladbrokes, 12/12A White Lion Street NR2 1QA, Mancroft  
Paddy Power, 15 Orford Place NR1 3RU, Mancroft  
Betfred, 68 – 72 London Street NR2 1JT, Mancroft  
Betfred, 564 Dereham Road NR5 8TU, Wensum  
Coral, Units 28 & 29 Anglia Square NR3 1DZ, Mancroft  
Coral, 43 – 53 Prince of Wales Road NR1 1BL, Thorpe Hamlet  
Coral, 129 Unthank Road NR2 2PE, Nelson  
Coral, 14 Bowthorpe Main Centre NR5 9HA, Bowthorpe  
Coral, 99 Quebec Road NR1 4HY, Thorpe Hamlet  
Coral, 173 Drayton Road NR3 2AA, Mile Cross  
Ladbrokes, 319 Aylsham Road NR3 2AB, Catton Grove

Ladbroke's, 61 – 63 Dereham Road NR2 4HU, Mancroft  
William Hill, 227 Aylsham Road NR3 2RE, Catton Grove  
William Hill, 225 – 227 Queens Road NR1 3AE, Lakenham  
William Hill, 32 Old Palace Road NR2 4JQ, Mancroft  
Betfred, 5 St Augustines Gate NR3 3BE, Mile Cross  
Betfred, 7 White Lion Street NR2 1QA, Mancroft  
Betfred, 154 Sprowston Road NR3 4JQ, Sewell  
Betfred, 21 Earlham West Centre NR5 8AD, Bowthorpe  
Betfred, 3 Sovereign Way NR3 1ER, Mancroft

### **Bingo Licence**

Mecca Bingo Club, Norwood Rooms, 285 Aylsham Road NR3 2RE, Catton Grove

### **Club Machine Permit**

Rileys, 77 - 87 Magdalen Street Norwich NR3 1AA, Catton Grove  
The Moles Rest, Fifers Lane NR6 6EQ, Mancroft

### **Family Entertainment Centre**

Cashino Gaming, Silver City House, Old Post Office Court NR2 1NG, Mancroft

### **Adult Gaming Centre**

Admiral, 20A – 22 St Stephens Street NR1 3SA Mancroft  
Cashino Gaming, Silver City House, Old Post Office Court NR2 1NG, Mancroft

### **Licensed Premises Gaming Machine Permit**

Lamb Inn, Orford Place NR1 3RU, Mancroft  
The Shoe Maker, 1 The Lastings, Sandy Lane NR4 6EF, Lakenham  
Cherry Tree, Dereham Road NR5 8TD, Wensum  
Hollywood Bowl, Wherry Road NR1 1WZ, Thorpe Hamlet  
Mischief, 8 Fye Bridge Street NR3 1HZ, Mancroft  
Woolpack, 9 Golden Ball Street NR1 3EH, Mancroft  
Compleat Angler, 120 Prince of Wales Road NR1 1NS, Thorpe Hamlet  
Boundary, 414 Aylsham Road NR3 2SA, Mile Cross

### **Premises Licences**

A And J Newsagents, 6 Woodgrove Parade Catton Grove Road Norwich NR3 3NS , Catton Grove  
Adnams Cellar And Kitchen Store, 109 Unthank Road Norwich NR2 2PE , Nelson  
Adnams Plc, 11 - 13 Westlegate Norwich NR1 3LT , Mancroft  
Al Dente, 25B St Giles Street Norwich NR2 1JN , Mancroft  
Alchemista, 4 St Gregorys Alley Norwich NR2 1ER , Mancroft  
Aldi, 178 Plumstead Road Norwich NR1 4JZ , Crome  
Aldi, Hall Road Retail Park Hall Road Norwich NR4 6DH , Lakenham  
Aldi, Sprowston Road Norwich , Catton Grove  
Aldi, Unit 1 36 - 50 Drayton Road Norwich NR3 2DW , Mile Cross  
Aldi Stores Limited, 1 Larkman Lane Norwich Norfolk NR5 8TZ , Wensum  
Alexandra Tavern, 16 Stafford Street Norwich Norfolk NR2 3BB , Nelson  
Ali's Tandoori, 9-11 Magdalen Street Norwich Norfolk NR3 1LE , Mancroft  
All Bar One, 1 Upper King Street Norwich Norfolk NR3 1RB , Thorpe Hamlet



Angel Stores, 58 Angel Road Norwich Norfolk NR3 3HT , Sewell  
Annesley House Hotel, 6 Annesley House Hotel Newmarket Road Norwich Norfolk NR2 2LA , Town Close  
Anteros Arts Foundation, 7 - 15 Fye Bridge Street Norwich Norfolk NR3 1LJ , Mancroft  
Arboretum, 43 St Benedicts Street Norwich NR2 4PG , Mancroft  
Arkwrights Social Club, Arkwrights Social Club Hobart Square Norwich Norfolk NR1 3JB , Lakenham  
Aroma Lounge, 128 Dereham Road Norwich NR2 3AF , Nelson  
Artichoke, The Artichoke 1 Magdalen Road Norwich Norfolk NR3 4LW , Sewell  
Artorio's, Artorio's Taverna Unit 3C Wherry Road Norwich NR1 1WX , Thorpe Hamlet  
Asda, Former Bally Shoe Factory Ltd Hall Road Norwich NR4 6DP , Lakenham  
Ask, 405 Chapelfield Plain Chapelfield Norwich NR2 1SZ , Mancroft  
Aviva Plc, Marble Hall 8 Surrey Street Norwich NR1 3DR , Mancroft  
Aylsham Road Convenience Store, 305 Aylsham Road Norwich Norfolk NR3 2RY , Catton Grove  
B M Stores, 6B Albion Way Norwich NR1 1WR , Thorpe Hamlet  
Baan Chang Thai Restaurant, 4A Brigg Street Norwich Norfolk NR2 1QN , Mancroft  
Babas Kebab House, 478 Sprowston Road Norwich Norfolk NR3 4DY , Catton Grove  
Baby Buddha Chinese Teahouse, 137 Ber Street Norwich NR1 3EY , Mancroft  
Bar 11, 9 - 11 Upper King Street Norwich NR3 1RB , Thorpe Hamlet  
Bar And Beyond, 24 - 28 Prince Of Wales Road Norwich Norfolk NR1 1LG , Thorpe Hamlet  
Bar Tapas, 16 - 20 Exchange Street Norwich Norfolk NR2 1AT , Mancroft  
Barkade Limited, 35 Prince Of Wales Road Norwich Norfolk NR1 1BG , Thorpe Hamlet  
Be At One, 23 Bank Plain Norwich Norfolk NR2 4SF , Thorpe Hamlet  
Bedfords, 1 Old Post Office Yard Norwich Norfolk NR2 1SL , Mancroft  
Beehive Public House, 30 Leopold Road Norwich Norfolk NR4 7PJ , Eaton  
Beer House, Norwich Railway Station Station Approach Norwich NR1 1EF , Thorpe Hamlet  
Belgian Monk, 7 Pottergate Norwich Norfolk NR2 1DS , Mancroft  
Bella Italia, 3 Red Lion Street Norwich Norfolk NR1 3QF , Mancroft  
Bella Italia, Wherry Road Norwich , Thorpe Hamlet  
Belle Vue, 46 Saint Philips Road Norwich Norfolk NR2 3BL , Nelson  
Belvedere Community Centre, Belvedere Community Centre Belvoir Street Norwich Norfolk NR2 3AZ , Nelson  
Benedicts, 9 St Benedicts Street Norwich Norfolk NR2 4PE , Mancroft  
Benugo, John Lewis All Saints Green Norwich NR1 3LX , Mancroft  
Bermuda Bobs, 7A Timberhill Norwich Norfolk NR1 3JZ , Mancroft  
Berstrete Gates, 174 Ber Street Norwich Norfolk NR1 3EN , Lakenham  
Bill's, 6 Back Of The Inns Norwich NR2 1PT , Mancroft  
Bished, 86 - 88 Prince Of Wales Road Norwich Norfolk NR1 1NJ , Thorpe Hamlet  
Bishop Bridge Stores, 18 - 20 Bishop Bridge Road Norwich Norfolk NR1 4ET , Thorpe Hamlet  
Bishop's Dining Room, 8 - 10 St Andrews Hill Norwich NR2 1AD , Mancroft  
Black Horse, 50 Earlham Road Norwich Norfolk NR2 3DE , Nelson  
Blue Joanna, 103 Unthank Road Norwich NR2 2PE , Nelson  
Bond, 27-28 Tombland Norwich Norfolk NR3 1RE , Thorpe Hamlet  
Booker Cash And Carry, Booker Cash And Carry Liberator Road Norwich Norfolk NR6 6EU , Catton Grove  
Bootleggers, 76 Prince Of Wales Road Norwich Norfolk NR1 1NJ , Thorpe Hamlet  
Boots UK Limited, 19 Castle Mall Norwich Norfolk NR1 3DD , Mancroft  
Boundary, Boundary Tavern 414 Aylsham Road Norwich NR3 2SA , Mile Cross  
Bourgee, Unit 5 The Terrace Castle Mall Norwich NR1 3DD , Mancroft  
Bowers Supermarket, 100-108 Bowers Avenue Norwich Norfolk NR3 2PS , Mile Cross  
Brasov, Norwich In Car Entertainment 47 Dereham Road Norwich NR2 4HZ , Mancroft  
Brewdog Bar, 1 Queen Street Norwich NR2 4SG , Thorpe Hamlet  
Brick Pizza, 39 Market Place Norwich NR2 1RD , Mancroft

Brickmakers Public House, 496 Sprowston Road Norwich Norfolk NR3 4DY , Catton Grove  
Britannia Kebab And Fish Bar, 78 Cadge Road Norwich NR5 8DG , Wensum  
Broadside Service Station, 174 Aylsham Road Norwich Norfolk NR3 2HJ , Mile Cross  
Brummells Restaurant, 7 Magdalen Street Norwich Norfolk NR3 1LE , Mancroft  
Brunswick Food Store, 39 Brunswick Road Norwich Norfolk NR2 2HA , Town Close  
Budgens, Budgens 101 Prince Of Wales Road Norwich NR1 1DW , Thorpe Hamlet  
Bulgarian Food Shop, 73 Dereham Road Norwich NR2 4HT , Mancroft  
Bullards, 24 Cattle Market Street Norwich NR1 3DY , Mancroft  
Burger King, Burger King (UK) Ltd Sweet Briar Road Norwich NR6 5AL , Mile Cross  
Byron, 406 Chapelfield Plain Chapelfield Norwich NR2 1SZ , Mancroft  
Cactus Cafe Bar, 102 Magdalen Street Norwich Norfolk NR3 1JD , Mancroft  
Caesars Pizza And Kebabs, 81 Dereham Road Norwich Norfolk NR2 4HT , Mancroft  
Cafe Malabar, 41 Magdalen Street Norwich Norfolk NR3 1LQ , Mancroft  
Cafe Marzano, Ground Floor And First Floor The Forum Millennium Plain Norwich NR2 1TF , Mancroft  
Cafe Pure @ St Georges, 13 - 15 St Georges Street Norwich Norfolk NR3 1AB , Mancroft  
Cafe Rouge, 201 The North Terrace Chapelfield Norwich NR2 1SQ , Mancroft  
Cafe Zest, Lower Ground Floor 130 Merchants Hall Chapelfield Norwich NR2 1SH , Mancroft  
Campus Parkland Of UEA, University Drive University Of East Anglia Norwich , University  
Canton Restaurant, 129 Thorpe Road Norwich Norfolk NR1 1TR , Thorpe Hamlet  
Cantonese Kitchen, 97 Unthank Road Norwich Norfolk NR2 2PE , Nelson  
Captain America's Hamburger Heaven, 4 Exchange Street Norwich Norfolk NR2 1AT , Mancroft  
Casaccio's, 13 St Giles Street Norwich NR2 1JL , Mancroft  
Caspian Kebab And Pizza, 44 King Street Norwich Norfolk NR1 1PD , Thorpe Hamlet  
Castle Gardens, Castle Gardens Castle Meadow Norwich Norfolk , Mancroft  
Castle Green, Castle Green Castle Meadow Norwich Norfolk , Mancroft  
Castle Services, Castle Service Station Rose Lane Norwich Norfolk NR1 1BY , Thorpe Hamlet  
Catherine Wheel, 61 St Augustines Street Norwich NR3 3BG , Mancroft  
Catton Grove Community Centre, Catton Grove Community Centre Jewson Road Norwich Norfolk NR3 3RQ , Catton Grove  
Chambers Cocktail Company, 12 - 14 Wensum Street Norwich Norfolk NR3 1HY , Thorpe Hamlet  
Chapel Break Village Hall, Chapel Break Community Centre Harpsfield Norwich Norfolk NR5 9LG , Bowthorpe  
Chapelfield Gardens, Chapelfield Gardens Chapel Field Road Norwich Norfolk , Mancroft  
Cherry Tree, The Cherry Tree Dereham Road Norwich Norfolk NR5 8TD , Bowthorpe  
Chet Stores, 71 Hotblack Road Norwich Norfolk NR2 4HQ , Wensum  
Chiquitos, Unit 4A Wherry Road Norwich NR1 1WZ , Thorpe Hamlet  
Christ Church Centre, Christ Church Magdalen Road Norwich NR3 4LA , Sewell  
Cigs & Papers, 2 Exchange Street Norwich Norfolk NR2 1AT , Mancroft  
Cinema City, Cinema City St Andrews Street Norwich NR2 4AD , Mancroft  
Ciscos, 25 Ber Street Norwich Norfolk NR1 3EU , Mancroft  
City Centre, Somewhere In Street 0 Castle Meadow Norwich Norfolk , Mancroft  
City Centre - 1, 0 Bank Plain Norwich , Thorpe Hamlet  
City Centre - 2, 0 King Street Norwich , Thorpe Hamlet  
City College, Norwich City College Ipswich Road Norwich Norfolk NR2 2LL , Town Close  
City College - Drama Centre, Norwich City College Ipswich Road Norwich Norfolk NR2 2LL , Town Close  
City Convenience Store, 119 Magdalen Street Norwich NR3 1LN , Mancroft  
City Spice, 8 Dereham Road Norwich Norfolk NR2 4AY , Nelson  
Claren's Food And Wine, Solar Essence Ltd 30 Prince Of Wales Road Norwich NR1 1LG , Thorpe Hamlet



Clarke's Billiards And Snooker Club, 85 Barker Street Norwich NR2 4TN , Mancroft  
Clock Tower, 26 Jarrold Way Norwich Norfolk NR5 9JD , Bowthorpe  
Clover Hill News, 20 Waldegrave Norwich Norfolk NR5 9AW , Bowthorpe  
Cloverhill Village Hall, Village Hall Humbleyard Norwich Norfolk NR5 9BN , Bowthorpe  
Coach & Horses, 51 Bethel Street Norwich Norfolk NR2 1NR , Mancroft  
Coach And Horses, 82 Thorpe Road Norwich NR1 1BA , Thorpe Hamlet  
Coach And Horses Public House, 1 Union Street Norwich Norfolk NR2 2SL , Town Close  
Coachmakers Arms, Coachmakers Arms 9 St Stephens Road Norwich Norfolk NR1 3SP , Town Close  
Coast To Coast, Norwegian Blue Wherry Road Norwich Norfolk NR1 1WX , Thorpe Hamlet  
Colman First, Colman Middle And The Clare Scho, 15 Colman Road Norwich Norfolk NR4 7AQ , Nelson  
Colman News, 141 Colman Road Norwich Norfolk NR4 7HA , University  
Compleat Angler, 120 Prince Of Wales Road Norwich Norfolk NR1 1NS , Thorpe Hamlet  
Co-op, 195 - 197 Sprowston Road Norwich NR3 4JR , Sewell  
Co-op, Earlham House Shops Earlham Road Norwich Norfolk NR2 3PD , Nelson  
Co-op Food Store, 129A Colman Road Norwich NR4 7HA , University  
Co-op Food Store, 60 - 62 Dereham Road Norwich Norfolk NR2 4BT , Nelson  
Co-Op Foodstores, 110 Hall Road Norwich Norfolk NR1 3HP , Town Close  
Copacubana, 3 Upper King Street Norwich NR3 1RL , Thorpe Hamlet  
Copper Kettle, 4 Lower Goat Lane Norwich NR2 1EL , Mancroft  
Corner Stores, 148 Colman Road Norwich Norfolk NR4 7AA , University  
Cosmo Restaurants, Part First Floor And Second Floor 13 - 25 London Street Norwich NR2 1JE , Mancroft  
Costa, Terminal Building Amsterdam Way Norwich Norfolk NR6 6JA , Catton Grove  
Costcutter, 7 - 9 Parmenter Road Norwich NR4 7DH , Eaton  
Costcutter Express St Benedicts Filling Station 439, 9 Dereham Road Norwich Norfolk NR2 4HY , Mancroft  
Cosy Club, 45 - 51 London Street Norwich NR2 1HX , Mancroft  
Cote, 29 Exchange Street Norwich Norfolk NR2 1DP , Mancroft  
Courage Noble Mens Grooming UK, 68A King Street Norwich NR1 1PG , Mancroft  
Couragenoble Mens Grooming, 51 St Giles Street Norwich NR2 1JR , Mancroft  
Courtesy Taxis, 77 Prince Of Wales Road Norwich NR1 1DG , Thorpe Hamlet  
Cow Tower, Cow Tower Riverside Walk Bishopgate Norwich Norfolk , Thorpe Hamlet  
Cupcakes And Bubbles, 5 Timberhill Norwich NR1 3JZ , Mancroft  
Debenhams Retail Plc, Debenhams Plc Orford Place Norwich Norfolk NR1 3RZ , Mancroft  
Denmark Store, Denmark Stores 158-160 Sprowston Road Norwich Norfolk NR3 4JQ , Sewell  
Don Pepe Restaurant, Don Pepe Restaurant 26 St Benedicts Street Norwich Norfolk NR2 4AQ , Mancroft  
Don Txoko, 26 St Benedicts Street Norwich NR2 4AQ , Mancroft  
Donnelli's Pizzeria, 17 Timberhill Norwich NR1 3JZ , Mancroft  
DPSK Limited T/A Dominos Pizza, 29 St Augustines Gate Waterloo Road Norwich Norfolk NR3 3BE , Mile Cross  
DPSK Limited T/A Dominos Pizza, 88 Colman Road Norwich NR4 7EH , Eaton  
DPSK Ltd T/A Dominos Pizzas, 181 Plumstead Road Norwich NR1 4AB , Crome  
Drayton Road Stores, 183 Drayton Road Norwich Norfolk NR3 2PG , Mile Cross  
Duke Of Wellington, 91 - 93 Waterloo Road Norwich Norfolk NR3 1EG , Sewell  
Earlham Park, Earlham Park Earlham Road Norwich Norfolk NR2 3RQ , University  
East Of England Co-op, 21 Witard Road Norwich NR7 9XD , Crome  
East Of England Co-op, 85-87 Lovelace Road Norwich Norfolk NR4 7AE , University  
East Of England Co-op, Co - Op Stores Heyford Road Norwich NR6 6GB , Catton Grove  
East Of England Co-op Food Store, 21 Friar Tuck Road Norwich Norfolk NR4 6DB , Lakenham

East Of England Co-op FoodStore, 3 Woodgrove Parade Catton Grove Road Norwich  
Norfolk NR3 3NS , Catton Grove  
East Of England Co-op FoodStore, Co Op Foodstore Next To 321 Aylsham Road Norwich  
Norfolk NR3 2AB , Catton Grove  
East Of England Co-operative Society Limited, Norwich Railway Station Thorpe Road  
Norwich Norfolk NR1 1EF , Thorpe Hamlet  
East Of England Co-operative Society Ltd, Ipswich And Norwich Co Operative Society Ltd  
Earlham Green Lane Norwich Norfolk NR4 7TE , University  
Eaton Park, Eaton Park South Park Avenue Norwich Norfolk NR4 7AU , Eaton  
Eaton Park Community Centre, Community Centre South Park Avenue Norwich Norfolk NR4  
7AZ , Eaton  
Edith Cavell, Edith Cavell 7 Tombland Norwich Norfolk NR3 1HF , Thorpe Hamlet  
Ed's Easy Diner, Chapelfield Norwich , Mancroft  
El Mexicana Cocina, Samson And Hercules House 15 Tombland Norwich NR3 1HF , Thorpe  
Hamlet  
El Mexicana Cocina, Unit 2 The Terrace Castle Mall Norwich NR1 3DD , Mancroft  
Ephesus, 15 - 17 Rose Lane Norwich Norfolk NR1 1PL , Thorpe Hamlet  
EPIC (East Of England Production Innovation Centre), 112 - 114 Magdalen Street Norwich  
Norfolk NR3 1JD , Mancroft  
Erpingham House, Erpingham House 22 Tombland Norwich NR3 1RF , Thorpe Hamlet  
European Off-Licence, 3 Aylsham Crescent Norwich NR3 2RZ , Catton Grove  
Evim, 68 Prince Of Wales Road Norwich NR1 1LT , Thorpe Hamlet  
Expresso Cafe, Amelia House 12 St Georges Street Norwich Norfolk NR3 4PE , Sewell  
Farmhouse, The Farmhouse 50 Colman Road Norwich Norfolk NR4 7EH , Eaton  
Farmyard Restaurant, 23 St Benedicts Street Norwich , Mancroft  
Fat Cat, 49 West End Street Norwich Norfolk NR2 4NA , Wensum  
Fat Cat And Canary, 101 Thorpe Road Norwich Norfolk NR1 1TR , Thorpe Hamlet  
Fat Cat Brewery Tap, 98 - 100 Lawson Road Norwich Norfolk NR3 4LF , Sewell  
Figbar, 23 St John Maddermarket Norwich NR2 1DN , Mancroft  
Five Guys, 17 - 27 Orford Place Norwich Norfolk NR1 3QA , Mancroft  
Fiveways Public House, Fiveways Public House Gipsy Lane Norwich Norfolk NR5 8AZ ,  
University  
Flaunt And Lace, 75 Prince Of Wales Road Norwich NR1 1DG , Thorpe Hamlet  
Fluke, 57 Prince Of Wales Road Norwich Norfolk NR1 1BL , Thorpe Hamlet  
Forget Me Not Cafe, St Michael At Plea Church Redwell Street Norwich Norfolk NR2 4SN ,  
Thorpe Hamlet  
Frankie & Benny's, Unit 2 Wherry Road Norwich Norfolk NR1 1WZ , Thorpe Hamlet  
Frank's Bar, 19 Bedford Street Norwich Norfolk NR2 1AR , Mancroft  
Frere Road Community Centre, Frere Road Community Centre Frere Road Norwich Norfolk  
NR7 9UT , Crome  
Funky Monkeys, Funky Monkeys Burton Road Norwich Norfolk NR6 6AX , Catton Grove  
Furama, 101 Dereham Road Norwich Norfolk NR2 4HT , Mancroft  
Gaja, 30 Dereham Road Norwich NR2 4AZ , Nelson  
Gaja XL, Cles Launderette 5 Woodgrove Parade Catton Grove Road Norwich NR3 3NS ,  
Catton Grove  
George Hotel, 10 Arlington Lane Norwich Norfolk NR2 2DB , Eaton  
Gibraltar Gardens, Gibraltar Gardens 288 Heigham Street Norwich NR2 4LZ , Wensum  
Giggling Squid, 24 Tombland Norwich Norfolk NR3 1RF , Thorpe Hamlet  
Goals Soccer Centre, Goals Norwich Hewett School Hall Road Norwich NR1 2GB ,  
Lakenham  
Golden City, 14 Distillery Square Norwich Norfolk NR2 4BH , Nelson  
Gonzo's Tea Room, 68 London Street Norwich NR2 1JT , Mancroft  
Gonzo's Tea Room, First Floor 68 London Street Norwich NR2 1JT , Mancroft  
Goulash House, 31 St Stephens Road Norwich NR1 3SP , Town Close  
Grasshopper Shop Ltd, 116 King Street Norwich NR1 1QE , Mancroft

Gravity, Unit 1b Riverside Norwich Norfolk NR1 1UX , Thorpe Hamlet  
Greenfields Community Centre, Greenfields Community Centre Ives Road Norwich Norfolk NR6 6DY , Catton Grove  
Gringos, 25 Prince Of Wales Road Norwich Norfolk NR1 1BG , Thorpe Hamlet  
Haggle, 13 St Benedicts Street Norwich Norfolk NR2 4PE , Mancroft  
Hannants Newsagent, 61 Magdalen Street Norwich NR3 1AA , Mancroft  
Harford Community Centre, Harford Community Centre Peterkin Road Norwich Norfolk NR4 6LQ , Lakenham  
HarperWells Ltd, 60 - 70 Ber Street Norwich NR1 3EW , Mancroft  
Harriets Cafe Tearooms, 38 London Street Norwich NR2 1LD , Mancroft  
Hawthorn, 2 - 4 St Benedicts Street Norwich NR2 4AG , Mancroft  
Heartsease Public House, Heartsease Public House Plumstead Road Norwich Norfolk NR1 4JZ , Crome  
Heartsease Store, 31 Witard Road Norwich NR7 9XD , Crome  
Heartsease Towers, Heartsease Towers Sale Road Norwich Norfolk , Crome  
Heath House, Heath House 99 Gertrude Road Norwich Norfolk NR3 4SG , Sewell  
Heigham News, 268 Heigham Street Norwich Norfolk NR2 4LZ , Wensum  
Heigham Park, Heigham Park The Avenues Norwich Norfolk NR2 3HW , Nelson  
HELM Players, Heartsease Lane Methodist Church Heartsease Lane Norwich NR7 9NR , Crome  
Hewett School, Hewett School Cecil Road Norwich Norfolk NR1 2PL , Lakenham  
Highball Climbing Centre, Twickenham Road Norwich , Catton Grove  
Holiday Inn - Norwich, Holiday Inn Carrow Road Norwich Norfolk NR1 1HU , Thorpe Hamlet  
Holiday Inn Norwich, Holiday Inn Ipswich Road Norwich Norfolk NR4 6EP , Lakenham  
Holiday Inn Norwich North, Holiday Inn Amsterdam Way Norwich Norfolk NR6 6JA , Catton Grove  
Hollywood Bowl, Hollywood Bowl Wherry Road Norwich Norfolk NR1 1WZ , Thorpe Hamlet  
Hollywood Cinema, Anglia Square Shopping Centre Anglia Square Norwich Norfolk NR3 1DZ , Mancroft  
Home Bargains, Unit 2 36 - 50 Drayton Road Norwich NR3 2DW , Mile Cross  
Hong Kong Take-Away, 166A Unthank Road Norwich Norfolk NR2 2AB , Town Close  
Hong Ye Supermarket, 12 - 13 Earlham House Shops Earlham Road Norwich NR2 3PD , Nelson  
Hotel Chocolat, Upper Ground Floor 240 The North Terrace Chapelfield Norwich NR2 1SQ , Mancroft  
House, 52 St Benedicts Street Norwich NR2 4AR , Mancroft  
Iceland, 1-3 Anglia Square Norwich Norfolk NR3 1DY , Mancroft  
Iceland, 67 - 73 St Stephens Street Norwich Norfolk NR1 3QR , Mancroft  
INTO UEA LLP, INTO UEA LLP Restaurant University Drive University Of East Anglia Norwich NR4 7TJ , University  
Italia Nostra, 52 St Giles Street Norwich Norfolk NR2 1LW , Mancroft  
Ivy Collection, 30 London Street Norwich NR2 1LD , Mancroft  
Jarrold Department Store, 1-7 London Street Norwich Norfolk NR2 1JF , Mancroft  
Jin Gong, 282 Aylsham Road Norwich Norfolk NR3 2RG , Mile Cross  
John Lewis, John Lewis All Saints Green Norwich Norfolk NR1 3LX , Mancroft  
Jubilee Community Centre, Jubilee Community Centre Long John Hill Norwich Norfolk NR1 2EX , Lakenham  
Jubilee Park, Jubilee Playground Long John Hill Norwich Norfolk , Lakenham  
Jubilee Public House, 26 St Leonards Road Norwich Norfolk NR1 4BL , Thorpe Hamlet  
K Foley Limited T/A McDonalds, McDonalds Delft Way Norwich NR6 6BB , Catton Grove  
Kamajen, 177-179 Earlham Green Lane Norwich Norfolk NR5 8RF , Bowthorpe  
Karishma, 15 Prince Of Wales Road Norwich NR1 1BD , Thorpe Hamlet  
Karma Kafe, 18 Bedford Street Norwich Norfolk NR2 1AG , Mancroft  
Ketts Cave, Ketts Cave Recreation Ground Mousehold Avenue Norwich Norfolk , Crome  
Kindakafe, 21 - 23 Castle Meadow Norwich NR1 3DH , Mancroft

Kings Kebab & Pizza, 121B Mile Cross Lane Norwich Norfolk NR6 6RQ , Catton Grove  
Knowland Convenience Store, 69 Knowland Grove Norwich Norfolk NR5 8YD , Wensum  
Kofra, 4 Unthank Road Norwich NR2 2RA , Town Close  
Krasades Taverna, 17 Prince Of Wales Road Norwich Norfolk NR1 1BD , Thorpe Hamlet  
Kwik Save, 2D Larkman Lane Norwich NR5 8TX , Bowthorpe  
Labyrinth, Multi Storey Car Park 69 - 75 Mountergate Norwich NR1 1PY , Thorpe Hamlet  
Lamb Inn, Orford Place Norwich , Mancroft  
Las Iguanas, 7A Wherry Road Norwich Norfolk NR1 1WX , Thorpe Hamlet  
Last Pub Standing, 27 - 29 King Street Norwich NR1 1PD , Thorpe Hamlet  
Le Bistro Restaurant, 2A Exchange Street Norwich Norfolk NR2 1AT , Mancroft  
Lets Rock Norwich, Earlham Park Earlham Road Norwich , University  
Licensing Brewery, 93 Magdalen Street Norwich NR3 1AA , Mancroft  
Lidl Great Britain Limited, 293A Aylsham Road Norwich NR3 2RY , Catton Grove  
Lidl Great Britain Limited, Lidl Uk Gmbh Drayton Road Norwich Norfolk NR3 2DP , Mile  
Cross  
Lincoln Convenience Store, 105 Portersfield Road Norwich NR2 3JX , Nelson  
Live Nation (Music) UK Ltd, Earlham Park Earlham Road Norwich , University  
Loch Fyne, 30 - 32 St Giles Street Norwich Norfolk NR2 1LL , Mancroft  
Loft Nightclub, 80 Rose Lane Norwich NR1 1PT , Thorpe Hamlet  
Lollards Pit, The Bridge House 69 - 71 Riverside Road Norwich NR1 1SR , Thorpe Hamlet  
Londis, 160 Heathgate Norwich Norfolk NR3 1PQ , Crome  
Louis Deli, 81 Upper St Giles Street Norwich NR2 1AB , Mancroft  
Louis Marchesi, 17 Tombland Norwich Norfolk NR3 1HF , Thorpe Hamlet  
Lucky Star Chinese Buffet, First Floor 10 Queens Road Norwich Norfolk NR1 3PR , Mancroft  
M M Stores, 65 Wingfield Road Norwich Norfolk NR3 3HF , Mile Cross  
Maddermarket Theatre, Maddermarket Theatre St Johns Alley Norwich Norfolk NR2 1DR ,  
Mancroft  
Magdalen Road Convenience Store, 128 Magdalen Road Norwich NR3 4AN , Sewell  
Maids Head Hotel, 20 Tombland Norwich Norfolk NR3 1LB , Thorpe Hamlet  
Majestic Wine Warehouse, 9 Dereham Road Norwich Norfolk NR2 4HX , Mancroft  
Mallie News, 83 Prince Of Wales Road Norwich Norfolk NR1 1DG , Thorpe Hamlet  
Mambo Jambo, First Floor 14-16 Lower Goat Lane Norwich Norfolk NR2 1EL , Mancroft  
Mango-T Restaurant And Takeaway, 8 Orford Hill Norwich Norfolk NR1 3QD , Mancroft  
Mantra Club And Lounge, 50 Prince Of Wales Road Norwich Norfolk NR1 1LL , Thorpe  
Hamlet  
Margaret Emms Florist Ltd, Margaret Emms Florists 29 St Stephens Road Norwich NR1  
3SP , Town Close  
Marideea Convenience Store, 181 Drayton Road Norwich NR3 2AA , Mile Cross  
Marks & Spencer, Marks And Spencer Rampant Horse Street Norwich NR2 1QR , Mancroft  
Marks And Spencer Simply Food, 1A Blackberry Court Sweet Briar Retail Park Norwich NR6  
5DH , Wensum  
Marlpit Community Centre, Marlpit Community Centre Hellesdon Road Norwich Norfolk NR6  
5EQ , Wensum  
Master Chef, 87 Prince Of Wales Road Norwich Norfolk NR1 1DG , Thorpe Hamlet  
Maxi L Convenience Store, 53 Woodcock Road Norwich NR3 3TH , Catton Grove  
McColls, 560A Dereham Road Norwich Norfolk NR5 8TU , Wensum  
McColls, 78 Colman Road Norwich NR4 7EH , Eaton  
McDonald's, McDonalds 162 Barrett Road Norwich NR1 2RT , Lakenham  
Mecca Bingo Club, Mecca Social Club Aylsham Road Norwich Norfolk NR3 2RE , Catton  
Grove  
Mega Munch Fish Bar, Kebab And Pizza, 147 Magdalen Road Norwich NR3 4LA , Sewell  
Merchants Of Spice, The Merchants Of Colegate 30 - 32 Colegate Norwich Norfolk NR3  
1BG , Mancroft  
Mercure Norwich Hotel, Ramada Jarvis Hotel 121 - 131 Boundary Road Norwich Norfolk  
NR3 2BA , Mile Cross



Micawbers Tavern, Micawbers Tavern 92 Pottergate Norwich Norfolk NR2 1DZ , Mancroft  
 Middletons, 11-15 Timberhill Norwich Norfolk NR1 3JZ , Mancroft  
 Mischief Tavern, 8 Fye Bridge Street Norwich Norfolk NR3 1HZ , Mancroft  
 Mojo's & Hotel Belmonte, 60 - 62 Prince Of Wales Road Norwich Norfolk NR1 1LT , Thorpe Hamlet  
 Moorish Falafel Bar, Sesame Trading Ltd 17 Lower Goat Lane Norwich NR2 1EL , Mancroft  
 Morrisons, 5 Neatmarket Norwich NR4 6FB , Lakenham  
 Morrisons, W M Morrisons Supermarkets Plc Albion Way Norwich Norfolk NR1 1WU , Thorpe Hamlet  
 Mousehold SF Connect, Mousehold Service Station Mousehold Lane Norwich NR7 8HA , Catton Grove  
 Mr Mangal, 55 - 57 Dereham Road Norwich NR2 4HZ , Mancroft  
 Mr Pizza, 47 Portersfield Road Norwich NR2 3JU , Nelson  
 Mr Postles Apothecary, 2 Upper King Street Norwich NR3 1HA , Thorpe Hamlet  
 MRH Martineau Lane, Martineau Service Station Martineau Lane Norwich Norfolk NR1 2JA , Lakenham  
 MRH Norwich South, Barrett Road Norwich , Lakenham  
 MRH Ring, Ring Service Station Mile Cross Lane Norwich Norfolk NR6 6SH , Catton Grove  
 MS Allcock Newsagents, 67 - 69 Heigham Street Norwich NR2 4TG , Mancroft  
 MS Simply Food, Norwich Railway Station Station Approach Norwich NR1 1EF , Thorpe Hamlet  
 Sole Trader, 136 Dereham Road Norwich NR2 3AF , Nelson  
 Sole Trader, 2 - 6 Thorpe Road Norwich NR1 1RY , Thorpe Hamlet  
 Sole Trader, 355 Aylsham Road Norwich NR3 2RX , Catton Grove  
 Sole Trader, 38 Earlham West Centre Norwich NR5 8AD , University  
 Sole Trader, 46 St Benedicts Street Norwich NR2 4AQ , Mancroft  
 Sole Trader, 55 - 57 Hall Road Norwich NR1 3HL , Lakenham  
 Sole Trader, 60A London Street Norwich NR2 1JX , Mancroft  
 Naked Wines, Norvic House 29 - 33 Chapel Field Road Norwich NR2 1RP , Town Close  
 Namaste India, 2A Opie Street Norwich NR1 3DN , Mancroft  
 Namco Funscape, 10 Barnard Road Norwich Norfolk NR5 9JB , Bowthorpe  
 Name, Address, Ward  
 Nando's, 23 - 25 Red Lion Street Norwich Norfolk NR1 3QF , Mancroft  
 Nando's, 7B Wherry Road Norwich Norfolk NR1 1WX , Thorpe Hamlet  
 National Centre For Writing, Dragon Hall 115 - 123 King Street Norwich Norfolk NR1 1QE , Mancroft  
 Nearly Festival Site, Earlham Park Earlham Road Norwich , University  
 Noodle Pot, 20 St John Maddermarket Norwich NR2 1DN , Mancroft  
 Norfolk Club, 17 Upper King Street Norwich Norfolk NR3 1RB , Thorpe Hamlet  
 Norfolk County Council, County Hall Martineau Lane Norwich Norfolk NR1 2SG , Lakenham  
 Norfolk News, 3 Surrey Street Norwich Norfolk NR1 3NX , Mancroft  
 North Earlham Stores, North Earlham Post Office 308 Bowthorpe Road Norwich Norfolk NR5 8AB , Wensum  
 Norwich Arts Centre, Norwich Arts Centre St Benedicts Street Norwich Norfolk NR2 4PG , Mancroft  
 Norwich Castle, Norwich Castle Museum Castle Hill Norwich Norfolk NR1 3JS , Mancroft  
 Norwich Cathedral Refectory, Norwich Cathedral The Close Norwich Norfolk NR1 4EG , Thorpe Hamlet  
 Norwich City Football Club, Norwich City Football Club Carrow Road Norwich Norfolk NR1 1JE , Thorpe Hamlet  
 Norwich Fake Festival, Eaton Park South Park Avenue Norwich NR4 7AU , Eaton  
 Norwich Food City, 76D Catton Grove Road Norwich Norfolk NR3 3AA , Catton Grove  
 Norwich High School For Girls, Norwich High School For Girls 95 Newmarket Road Norwich Norfolk NR2 2HP , Eaton

Norwich Masonic Association Ltd, The Masonic Lodge St Giles Street Norwich Norfolk NR2 1JR , Mancroft  
Norwich Playhouse, Norwich Playhouse 42 - 58 St Georges Street Norwich Norfolk NR3 1AB , Mancroft  
Norwich Puppet Theatre, St James Whitefriars Norwich Norfolk NR3 1TN , Mancroft  
Norwich Social Club, First Floor 119 - 121 Magdalen Street Norwich NR3 1LN , Mancroft  
Norwich Thai Festival, Eaton Park South Park Avenue Norwich NR4 7AU , Eaton  
Norwich University Of The Arts, First Floor West Garth Norwich School Of Art And Design St Georges Street Norwich Norfolk NR3 1BB , Thorpe Hamlet  
Notcutts, Notcutts Garden Centre Daniels Road Norwich NR4 6QP , Eaton  
NR2, 9 Trory Street Norwich Norfolk NR2 2RH , Town Close  
Oak Tree, 59 Ipswich Road Norwich Norfolk NR4 6LA , Lakenham  
Oaks, Brewers Fayre And Travel Inn Amsterdam Way Norwich Norfolk NR6 6JA , Catton Grove  
Oasis Restaurant, 131 - 139 Queens Road Norwich Norfolk NR1 3PN , Town Close  
Oasis Stores, 63 Long John Hill Norwich Norfolk NR1 2JJ , Lakenham  
Odeon Cinema, Unit 1A Wherry Road Norwich Norfolk NR1 1XA , Thorpe Hamlet  
Olive's, 40 Elm Hill Norwich Norfolk NR3 1HG , Thorpe Hamlet  
One Life Left Games Ltd, 21 St Benedicts Street Norwich NR2 4PF , Mancroft  
One Stop, 146 Constitution Hill Norwich Norfolk NR3 4BB , Sewell  
One Stop, 51 Woodcock Road Norwich Norfolk NR3 3TT , Catton Grove  
One Stop Stores Ltd, 106 Quebec Road Norwich Norfolk NR1 4HY , Thorpe Hamlet  
One Stop Stores Ltd, 3 - 5 Clancy Road Norwich Norfolk NR7 9AA , Crome  
One Stop Stores Ltd, 37A Leopold Road Norwich Norfolk NR4 7PJ , Eaton  
Open, 20 Bank Plain Norwich NR2 4SF , Thorpe Hamlet  
Open All Hours, 9 Earlham West Centre Norwich Norfolk NR5 8AD , University  
Panda Bar, 8 Redwell Street Norwich NR2 4SN , Thorpe Hamlet  
Paolo's, 1 St Giles Street Norwich Norfolk NR2 1JJ , Mancroft  
Pear Tree, 79 Unthank Road Norwich Norfolk NR2 2PE , Nelson  
Pedro's, Chapel Field Gardens Chapel Field North Norwich Norfolk , Mancroft  
Perseverance, 35-37 Adelaide Street Norwich Norfolk NR2 4JD , Wensum  
Peterson Road Open Space, Open Space 2 To 28 Peterson Road Norwich Norfolk , Mile Cross  
Pewex Food Plus, 125 Mile Cross Lane Norwich Norfolk NR6 6RQ , Catton Grove  
Piccolos, 74 Prince Of Wales Road Norwich Norfolk NR1 1NJ , Thorpe Hamlet  
Pig And Whistle, 2 - 8 All Saints Green Norwich Norfolk NR1 3NA , Mancroft  
Pilling Park, Woodrow Pilling Park Harvey Lane Norwich Norfolk NR7 0AQ , Crome  
Pilling Park Community Centre, Pilling Park Community Centre Pilling Park Road Norwich Norfolk NR1 2PA , Lakenham  
Pinnochios, 11 St Benedicts Street Norwich Norfolk NR2 4PE , Mancroft  
Pizza GoGo, 19 Wensum Street Norwich Norfolk NR3 1LA , Thorpe Hamlet  
Pizza Hut, 301 The Dining Terrace Chapelfield Norwich NR2 1SY , Mancroft  
Pizza Hut, Unit 3A Wherry Road Norwich NR1 1WX , Thorpe Hamlet  
Pizza Plus, 10 Thorpe Road Norwich Norfolk NR1 1RY , Thorpe Hamlet  
PizzaExpress, 15 St Benedicts Street Norwich Norfolk NR2 4PE , Mancroft  
PizzaExpress, Pizza Express Ground Floor And First Floor The Forum Millennium Plain Norwich NR2 1TF , Mancroft  
PJ's, 119 Spencer Street Norwich Norfolk NR3 4PF , Sewell  
Plasterers Arms, 43 Cowgate Norwich Norfolk NR3 1SZ , Mancroft  
Platform Twelve, 10 - 12 St Benedicts Street Norwich NR2 4AG , Mancroft  
Platinum Lace, Spearmint Rhino Club And Premises 1st And 2nd Floors 15 Dove Street Norwich NR2 1DE , Mancroft  
Popworld, 63 - 67 Prince Of Wales Road Norwich Norfolk NR1 1DG , Thorpe Hamlet  
Premier Fish Bar, 71 Knowland Grove Norwich Norfolk NR5 8YD , Wensum

Premier Inn Norwich City Centre (Duke Street), Premier Travel Inn Duke Street Norwich Norfolk NR3 3AT , Mancroft  
Premier Stores, 28-29 Suffolk Square Norwich Norfolk NR2 2AA , Town Close  
Presto Coffee Bar, 5 Orford Street Norwich Norfolk NR1 3LE , Mancroft  
Prezzo, 2-3A Tombland Norwich Norfolk NR3 1HE , Thorpe Hamlet  
Prince Of India, 19 Prince Of Wales Road Norwich Norfolk NR1 1BD , Thorpe Hamlet  
Prince Of Wales, Prince Of Wales Public House Prince Of Wales Road Norwich Norfolk NR1 1LB , Thorpe Hamlet  
Pure Gold, 52 Prince Of Wales Road Norwich NR1 1LL , Thorpe Hamlet  
QD Stores, 7 - 10 Anglia Square Norwich NR3 1DY , Mancroft  
Qube, Ground Floor 81 Prince Of Wales Road Norwich NR1 1DG , Thorpe Hamlet  
Queen Of Iceni, Unit 6 Wherry Road Norwich Norfolk NR1 1ED , Thorpe Hamlet  
Rabbit, 6 Pottergate Norwich NR2 1DS , Mancroft  
Rainbow Wholefoods, 14 - 16 Lower Goat Lane Norwich NR2 1EL , Mancroft  
Rainbow Wholefoods, Fire Station Stables Labour In Vain Yard Norwich Norfolk NR2 1JD , Mancroft  
Rasa Norwich Ltd, 31 Earlham West Centre Norwich NR5 8AD , University  
Red Card Comedy Club, Chapelfield Gardens Chapel Field Road Norwich , Mancroft  
Red Rock Cafe, Ground Floor 20 Prince Of Wales Road Norwich NR1 1LB , Thorpe Hamlet  
Reds Convenience Store, 35 St Benedicts Street Norwich Norfolk NR2 4PF , Mancroft  
Redwell Brewery, 7 The Arches Bracondale Norwich NR1 2EF , Lakenham  
Revolution, 6 Queen Street Norwich Norfolk NR2 4SQ , Thorpe Hamlet  
Rice & Spice Indian Take Away, 16C Earlham House Shops Earlham Road Norwich Norfolk NR2 3PD , Nelson  
Rileys Norwich, 77-87 Magdalen Street Norwich Norfolk NR3 1AA , Mancroft  
Rishi Restaurant, 26 Mousehold Lane Norwich NR7 8HE , Catton Grove  
Riverbank Chinese Buffet Restaurant, Unit 3B Wherry Road Norwich NR1 1WZ , Thorpe Hamlet  
Roger Hickman's Restaurant, 79 Upper St Giles Street Norwich Norfolk NR2 1AB , Mancroft  
Roof Top Gardens Restaurant, Level 6 Rose Lane Business Centre 51 - 59 Rose Lane Norwich NR1 1BY , Thorpe Hamlet  
Rosary Road Convenience Store, 106-110 Rosary Road Norwich Norfolk NR1 4DA , Thorpe Hamlet  
Rose Tavern, 88 Rupert Street Norwich Norfolk NR2 2AT , Town Close  
Roti, 19 Finkelgate Norwich NR1 3HE , Mancroft  
Royal Plaza Chinese Restaurant And Takeaway, 9 Earlham House Shops Earlham Road Norwich NR2 3PD , Nelson  
Roys, 77-87 Magdalen Street Norwich Norfolk NR3 1AA , Mancroft  
Roys, Bowthorpe Main Centre Wendene Norwich Norfolk NR5 9HA , Bowthorpe  
Rumsey Wells, St Andrews Tavern 4 St Andrews Street Norwich NR2 4AF , Mancroft  
Sainsbury Centre For Visual Arts, Sainsbury Centre For Visual Arts University Of East Anglia Earlham Road Norwich Norfolk NR4 7TJ , University  
Sainsbury's, 9 - 11 St Stephens Street Norwich NR1 3QN , Mancroft  
Sainsbury's Supermarkets Limited, Sainsbury's Supermarkets Limited 1 Brazen Gate Norwich Norfolk NR1 3RB , Town Close  
Sandy Lane Stores, 50 Sandy Lane Norwich Norfolk NR1 2AB , Lakenham  
Saporita, 3A St Andrews Hill Norwich NR2 1AD , Mancroft  
Savers, 27 Anglia Square Norwich NR3 1DZ , Mancroft  
Savers, Savers Health & Beauty 63 - 65 St Stephens Street Norwich NR1 3QR , Mancroft  
SF Market Ltd, 215 - 217 Queens Road Norwich NR1 3AE , Lakenham  
Shah Zahan Tandoori, 84 Waterloo Road Norwich Norfolk NR3 1EW , Sewell  
Shell Ipswich Road, 61 Ipswich Road Norwich NR4 6LA , Lakenham  
Shell Sweetbriar, Service Station Sweet Briar Road Norwich NR6 5AL , Mile Cross  
Shiki Japanese Restaurant, 5 Tombland Norwich Norfolk NR3 1HE , Thorpe Hamlet  
Shoe Makers, 1 The Lastings Sandy Lane Norwich NR4 6EF , Lakenham

Shopper Supermarket, 3-5 Distillery Square Norwich Norfolk NR2 4BH , Nelson  
Siciliano's Pizza Shop, 43 Prince Of Wales Road Norwich Norfolk NR1 1BL , Thorpe Hamlet  
Silver Road Food And Wine, 164 Silver Road Norwich NR3 4TQ , Sewell  
Silver Stores, 102 Silver Street Norwich Norfolk NR3 4TU , Sewell  
Sir Toby's Beers, Stall 182 Market Place Norwich NR2 1NE , Mancroft  
Sisserou Marketing, 120 College Road Norwich NR2 3JB , Nelson  
Sloughbottom Park, Sloughbottom Park Drayton Road Norwich Norfolk , Mile Cross  
Space Studios, 5 Swan Lane Norwich NR2 1HZ , Mancroft  
Spar, 28 St Augustines Gate Waterloo Road Norwich Norfolk NR3 3BE , Mile Cross  
Spice Lounge, 8 - 10 Wensum Street Norwich Norfolk NR3 1HR , Thorpe Hamlet  
Spice Valley, Ground Floor 5 Magdalen Street Norwich NR3 1LE , Mancroft  
Sportspark, UEA, University Of East Anglia University Drive Norwich Norfolk , University  
Sprowston Stores, 484 Sprowston Road Norwich Norfolk NR3 4DY , Catton Grove  
St Andrews Brew House, 39 - 41 St Andrews Street Norwich NR2 4TP , Mancroft  
St Giles Spice, 82 Upper St Giles Street Norwich Norfolk NR2 1LT , Mancroft  
St John's News, 4 St Johns Close Norwich Norfolk NR1 2AD , Town Close  
St Saviours Church, St Saviours Church Magdalen Street Norwich NR3 1AA , Mancroft  
St. Giles House, St Giles House 41 - 45 St Giles Street Norwich Norfolk NR2 1JR , Mancroft  
Stadia, The Office 19 Upper King Street Norwich NR3 1RB , Thorpe Hamlet  
Stall 182, Stall 182 Market Place Norwich NR2 1NE , Mancroft  
Stall 52, Stall 52 Market Place Norwich NR2 1ND , Mancroft  
Star Grill, 291 Aylsham Road Norwich Norfolk NR3 2RY , Catton Grove  
Steam Packet, 39 Crown Road Norwich Norfolk NR1 3DT , Thorpe Hamlet  
Stop Go, 1 Woodgrove Parade Catton Grove Road Norwich NR3 3NS , Catton Grove  
Storage Mart Unit 2304, Vulcan Road North Norwich , Catton Grove  
Stracey Hotel, Stracey House Hotel And Snooker Club 2 Stracey Road Norwich Norfolk NR1 1EZ , Thorpe Hamlet  
Stuarts Newsagents, Stuarts Newsagents 62 Hall Road Norwich Norfolk NR1 3HP , Town Close  
Sugar & Spice, 39 Prince Of Wales Road Norwich NR1 1BG , Thorpe Hamlet  
Sunrise Chinese Market, 84 Colman Road Norwich NR4 7EH , Eaton  
Superbowl UK Norwich, Level 1 Castle Mall Norwich NR1 3DD , Mancroft  
Surrey Tavern, 44 - 46 Surrey Street Norwich NR1 3NY , Mancroft  
Tastebuds, 21 Prince Of Wales Road Norwich Norfolk NR1 1BG , Thorpe Hamlet  
TEJ General Stores, 55 Magdalen Road Norwich Norfolk NR3 4LG , Sewell  
Temple Bar, 2 Unthank Road Norwich Norfolk NR2 2RA , Town Close  
Ten Bells, 74 - 78 St Benedicts Street Norwich Norfolk NR2 4AR , Mancroft  
Tesco Grove Rd Norwich Exp (02665), 79 Grove Road Norwich Norfolk NR1 3RL , Town Close  
Tesco Magdalen Rd Nrwc Exp (03069), Tesco Express 40A Magdalen Road Norwich NR3 4AF , Sewell  
Tesco Norwich Dereham Exp (06200), 131 Dereham Road Norwich NR2 3TA , Wensum  
Tesco Norwich Express, BP Filling Station Earlham Road Norwich Norfolk NR4 7TF , University  
Tesco Norwich Metro (02948), 5 Guildhall Hill Norwich Norfolk NR2 1JH , Mancroft  
Tesco Norwich Wales Road Exp (06105), Active Talk Ltd Britannia House 45 - 53 Prince Of Wales Road Norwich NR1 1BL , Thorpe Hamlet  
Tesco Plumstead Rd NRWC Exp (05284), 197 Plumstead Road Norwich Norfolk NR1 4AB , Crome  
Tesco Stores Limited, Aspland Cars 277 - 277A Aylsham Road Norwich NR3 2RE , Catton Grove  
Tesco Stores Ltd, 2 - 8 Westlegate Norwich NR1 3LJ , Mancroft  
Tesco Unthank Rd Norwich Exp (05777), 84 Unthank Road Norwich NR2 2RW , Town Close  
TGI Fridays, Unit 5A Wherry Road Norwich NR1 1WX , Thorpe Hamlet  
Thai Kittu, 4 Opie Street Norwich Norfolk NR1 3DN , Mancroft



Thai Lanna, 24 Bridewell Alley Norwich NR2 1AQ , Mancroft  
The Adam & Eve Public House, 17 Bishopgate Norwich Norfolk NR3 1RZ , Thorpe Hamlet  
The Alley, 20 Bridewell Alley Norwich NR2 1AQ , Mancroft  
The Angel Gardens Public House, 96A Angel Road Norwich Norfolk NR3 3HT , Sewell  
The Assembly House, The Assembly House 12 Theatre Street Norwich Norfolk NR2 1RG , Mancroft  
The Belgian Beer Huis Limited, 52 Attelsey Way Norwich NR5 9EP , Bowthorpe  
The Bell Hotel, The Bell 5 Orford Hill Norwich Norfolk NR1 3QB , Mancroft  
The Bengal Spice, 38 - 40 St Benedicts Street Norwich Norfolk NR2 4AQ , Mancroft  
The Best Kebab And Pizza, 69 - 71 Prince Of Wales Road Norwich Norfolk NR1 1DG , Thorpe Hamlet  
The Bicycle Shop, 17 St Benedicts Street Norwich Norfolk NR2 4PE , Mancroft  
The Birdcage, 23 Pottergate Norwich Norfolk NR2 1DS , Mancroft  
The Blueberry Music House, 20 Cowgate Norwich Norfolk NR3 1SY , Mancroft  
The Britons Arms Coffee House And Restaurant, 9 Elm Hill Norwich Norfolk NR3 1HN , Thorpe Hamlet  
The Brook Hotel Norwich, Quality Hotel 2 Barnard Road Norwich Norfolk NR5 9JB , Bowthorpe  
The Butchers Bhoy, 8 - 10 Exchange Street Norwich Norfolk NR2 1AT , Mancroft  
The Cafe Club, 41 King Street Norwich NR1 1PH , Thorpe Hamlet  
The Castle, The Castle Public House 1 Spitalfields Norwich Norfolk NR1 4EY , Thorpe Hamlet  
The Cathedral Of The Holy And Undivided Trinity, The Refectory The Close Norwich NR1 4DH , Thorpe Hamlet  
The Cellar House, 2 Eaton Street Norwich Norfolk NR4 7AB , Eaton  
The Champion, The Champion 101 Chapel Field Road Norwich Norfolk NR2 1SE , Town Close  
The Cottage Public House, 9 Silver Road Norwich Norfolk NR3 4TB , Sewell  
The Dog House, 18 St Georges Street Norwich Norfolk NR3 1BA , Mancroft  
The Drama Studio And School Of Music, University Plain University Of East Anglia Norwich , University  
The Dyers Arms, 2-4 Lawson Road Norwich Norfolk NR3 4LF , Sewell  
The Eagle, Eagle Tavern 33 Newmarket Road Norwich Norfolk NR2 2HN , Town Close  
The Earlham Arms, 41 Earlham Road Norwich Norfolk NR2 3AD , Nelson  
The Enterprise Centre, University Drive University Of East Anglia Norwich , University  
The FDC, The FDC Clover Hill Road Norwich Norfolk NR5 9ED , Bowthorpe  
The Forge, 118 Philadelphia Lane Norwich Norfolk NR3 3JJ , Catton Grove  
The Forum, The Forum Millennium Plain Norwich Norfolk NR2 1TF , Mancroft  
The Freemasons Arms, 27 Hall Road Norwich Norfolk NR1 3HQ , Lakenham  
The Garage, 14 Chapel Field North Norwich Norfolk NR2 1NY , Mancroft  
The Garden House, 1 Pembroke Road Norwich Norfolk NR2 3HD , Nelson  
The Gardeners Arms, Gardeners Arms Timberhill Norwich Norfolk NR1 3LB , Mancroft  
The Gatehouse Public House, The Gatehouse 391 Dereham Road Norwich Norfolk NR5 8QJ , Wensum  
The Georgian Townhouse, 30 - 34 Unthank Road Norwich NR2 2RB , Town Close  
The Glass House, 9 - 13 Wensum Street Norwich Norfolk NR3 1LA , Thorpe Hamlet  
The Golden Star, The Golden Star 57 Colegate Norwich Norfolk NR3 1DD , Mancroft  
The Great Hospital, The Great Hospital Bishopgate Norwich Norfolk NR1 4EJ , Thorpe Hamlet  
The Green Grocers Ltd, Car Park Earlham House Shops Earlham Road Norwich , Nelson  
The Greenhouse, 42-46 Bethel Street Norwich Norfolk NR2 1NR , Mancroft  
The Guildhall, Caley's Of Norwich Ltd The Guildhall Gaol Hill Norwich Norfolk NR2 1JP , Mancroft  
The Halls, St Andrews And Blackfriars Hall St Andrews Hall Plain Norwich Norfolk NR3 1AU , Thorpe Hamlet

The House Thai Restaurant, Ground Floor 2 Queens Road Norwich NR1 3PR , Mancroft  
The Iron House, The Iron House 1 St John Maddermarket Norwich NR2 1DN , Mancroft  
The Kings Arms, 22 Hall Road Norwich Norfolk NR1 3HQ , Lakenham  
The Kings Head, 42 Magdalen Street Norwich Norfolk NR3 1JE , Mancroft  
The Lanes Bowlinghouse, 5 - 7 Dereham Road Norwich NR2 4HX , Mancroft  
The Last Wine Bar, 70 - 76 St Georges Street Norwich Norfolk NR3 1AB , Mancroft  
The Leopard, The Leopard PH 98 - 100 Bull Close Road Norwich Norfolk NR3 1NQ , Sewell  
The Library Restaurant And Bar, 4 Guildhall Hill Norwich Norfolk NR2 1JH , Mancroft  
The Marlborough Arms, 43 Spencer Street Norwich Norfolk NR3 4PB , Sewell  
The Marlpit, The Marlpit Hellesdon Road Norwich Norfolk NR6 5EQ , Wensum  
The Marsh Harrier, The Marsh Harrier Ipswich Road Norwich Norfolk NR4 6DX , Lakenham  
The Mash Tun, 16 Charing Cross Norwich Norfolk NR2 4AL , Mancroft  
The Mediterranean, 121 Magdalen Street Norwich NR3 1LN , Mancroft  
The Mitre Public House, The Mitre 131 Earlham Road Norwich Norfolk NR2 3RF , Nelson  
The Moles Rest, Red Roofs Fifers Lane Norwich Norfolk NR6 6EQ , Catton Grove  
The Narthex, Cathedral Of St John The Baptist, Unthank Road Norwich , Nelson  
The Nelson, Nelson Hotel Prince Of Wales Road Norwich Norfolk NR1 1DX , Thorpe Hamlet  
The Nelson Public House, 122 Nelson Street Norwich Norfolk NR2 4DR , Wensum  
The Newsagents, 2 Alexandra Road Norwich Norfolk NR2 3ED , Nelson  
The Norkie, The Norkie Bowthorpe Main Centre Wendene Norwich Norfolk NR5 9HA , Bowthorpe  
The Norwich Kebab And USA Fried Chicken, 4 Aylsham Crescent Norwich NR3 2RZ , Catton Grove  
The Pavilion, The Pavillion Waterloo Park Angel Road Norwich NR3 3HX , Sewell  
The Red Lion, 50 Eaton Street Norwich Norfolk NR4 7LD , Eaton  
The Red Lion, Red Lion Public House 79 Bishopgate Norwich Norfolk NR1 4AA , Thorpe Hamlet  
The Reindeer, The Reindeer 10 Dereham Road Norwich Norfolk NR2 4AY , Nelson  
The Ribs Of Beef, The Ribs Of Beef 24 Wensum Street Norwich Norfolk NR3 1HY , Thorpe Hamlet  
The Robin Hood Public House, 84 Mousehold Street Norwich Norfolk NR3 1NX , Crome  
The Rose, The Rose 235 Queens Road Norwich Norfolk NR1 3AE , Lakenham  
The Sewell Barn Theatre, Sewell Barn Constitution Hill Norwich Norfolk NR6 7RF , Catton Grove  
The Sir Garnet, 36 Market Place Norwich Norfolk NR2 1RD , Mancroft  
The Stanley Arms, The Stanley 33 Magdalen Road Norwich Norfolk NR3 4LG , Sewell  
The Strangers' Club, 22 - 24 Elm Hill Norwich Norfolk NR3 1HG , Thorpe Hamlet  
The Street Cafe And Coffee Bar, The Street Cafe 145 - 147 Magdalen Street Norwich NR3 1NF , Mancroft  
The Talk, 20 Oak Street Norwich NR3 3BP , Mancroft  
The Tamarind Tree Thai Restaurant, 1 All Saints Street Norwich Norfolk NR1 3LG , Mancroft  
The Topsy Vegan, 68 - 70 St Benedicts Street Norwich Norfolk NR2 4AR , Mancroft  
The Unthank Arms, Unthank Arms 149 Newmarket Street Norwich Norfolk NR2 2DR , Town Close  
The Vine, 7 Dove Street Norwich NR2 1DE , Mancroft  
The Waffle House, 39 St Giles Street Norwich Norfolk NR2 1JN , Mancroft  
The Wallow, 36 Exchange Street Norwich NR2 1AX , Mancroft  
The Waterfront, The Waterfront 139-141 King Street Norwich Norfolk NR1 1QH , Mancroft  
The Whalebone, The Whalebone 144 Magdalen Road Norwich Norfolk NR3 4BA , Sewell  
The Whisky Shop, 3 Swan Lane Norwich Norfolk NR2 1HZ , Mancroft  
The White Lion, The White Lion 73 Oak Street Norwich Norfolk NR3 3AQ , Mancroft  
The Wig Pen, 6 St Martin At Palace Plain Norwich Norfolk NR3 1RN , Thorpe Hamlet  
The Windmill Public House, 211 Aylsham Road Norwich Norfolk NR3 2RE , Catton Grove  
The Wine Cellar, Woburn Court 8 Guildhall Hill Norwich , Mancroft  
The Woolpack, 2 Muspole Street Norwich Norfolk NR3 1DJ , Mancroft

Theatre Royal (Norwich) Trust Ltd, Theatre Royal Theatre Street Norwich Norfolk NR2 1RL , Mancroft  
Top Up Wines, The Norwich Hearing Aid Company 21 St John Maddermarket Norwich NR2 1DN , Mancroft  
Torero, 19 Fye Bridge Street Norwich Norfolk NR3 1LJ , Mancroft  
Trafford Arms, 61 Grove Road Norwich Norfolk NR1 3RL , Town Close  
Trattoria Rustica, 20 Princes Street Norwich Norfolk NR3 1AE , Thorpe Hamlet  
Travelodge, Temple House 8 - 12 St Vedast Street Norwich NR1 1BT , Thorpe Hamlet  
Travelodge Norwich, Travelodge Hotel 14 Queens Road Norwich Norfolk NR1 3PR , Mancroft  
Trinity URC, 1A Unthank Road Norwich NR2 2PA , Nelson  
Trowel And Hammer, 25 St Stephens Road Norwich Norfolk NR1 3SP , Town Close  
Tuckswood Convenience Store, 20 Sherwood Road Norwich NR4 6AB , Lakenham  
Turtle Bay, 8 Swan Lane Norwich NR2 1HZ , Mancroft  
UEA Campus, University Drive University Of East Anglia Norwich , University  
Uni Booze, Unit 5B Mile Cross Business Centre Mile Cross Road Norwich NR3 2DY , Mile Cross  
Union House/The Shop, University Of East Anglia University Plain Norwich Norfolk NR4 7TJ , University  
University Of East Anglia, University Of East Anglia University Plain Norwich Norfolk NR4 7TJ , University  
USA Chicken & Pizza, 216 Queens Road Norwich Norfolk NR1 3HG , Lakenham  
Veenoo, Unit 1 The Terrace Castle Mall Norwich NR1 3DD , Mancroft  
Viking Self Storage, Turnpike Close Norwich , Wensum  
Vine Leaves, 55 Prince Of Wales Road Norwich Norfolk NR1 1BL , Thorpe Hamlet  
Vue Cinema, 122-125 Castle Mall Norwich Norwich NR1 3DD , Mancroft  
Wagamama, Ground Floor 408 Chapelfield Plain Chapelfield Norwich NR2 1SZ , Mancroft  
Waitrose Ltd, Waitrose Ltd Church Lane Norwich Norfolk NR4 6NX , Eaton  
Walnut Tree Shades, Walnut Tree Shades Old Post Office Court Norwich Norfolk NR2 1NG , Mancroft  
Wanfo Pavilion Restaurant And Bar, 22 - 22A Prince Of Wales Road Norwich NR1 1LB , Thorpe Hamlet  
Warings Life Store, 20 Westlegate Norwich NR1 3LR , Mancroft  
Warwick St Social, The Mad Moose 2 Warwick Street Norwich Norfolk NR2 3LD , Nelson  
Waterloo Food And Wine Convenience Stores Ltd, 122 Waterloo Road Norwich NR3 3HZ , Sewell  
Waterloo Park, Waterloo Park Angel Road Norwich Norfolk NR3 3HX , Sewell  
Watling Convenience Store, 39A Watling Road Norwich Norfolk NR7 9TL , Crome  
Welcome Chinese Takeaway, 105 Bull Close Road Norwich Norfolk NR3 1NY , Sewell  
Wensum Community Centre, Wensum Community Centre Hotblack Road Norwich NR2 4HN , Wensum  
Wensum Food And Wine, 27 Wensum Street Norwich NR3 1LA , Thorpe Hamlet  
Wensum Park, Wensum Park Drayton Road Norwich Norfolk NR3 2DQ , Mile Cross  
West Earlham Community Centre, West Earlham Community Centre Wilberforce Road Norwich Norfolk NR5 8ND , University  
West End Retreat, West End Retreat Browne Street Norwich Norfolk NR2 4QY , Mancroft  
Wild Man, 29 Bedford Street Norwich Norfolk NR2 1AG , Mancroft  
Wild Stallion Dance Ranch, 193C Plumstead Road Norwich Norfolk NR1 4AB , Crome  
Wild Thyme, Fire Station Stables Labour In Vain Yard Norwich Norfolk NR2 1JD , Mancroft  
William And Florence, 111 Unthank Road Norwich Norfolk NR2 2PE , Nelson  
William IV Inn, 33 Quebec Road Norwich Norfolk NR1 4AU , Thorpe Hamlet  
Windmill, The Windmill Public House Knox Road Norwich Norfolk NR1 4LQ , Crome  
Woodgrove Cafe, 2 Woodgrove Parade Norwich NR3 3NS , Catton Grove  
Woolf And Social Limited, 21 - 23 Nelson Street Norwich NR2 4DW , Wensum  
Woolpack, 9 Golden Ball Street Norwich NR1 3EH , Mancroft

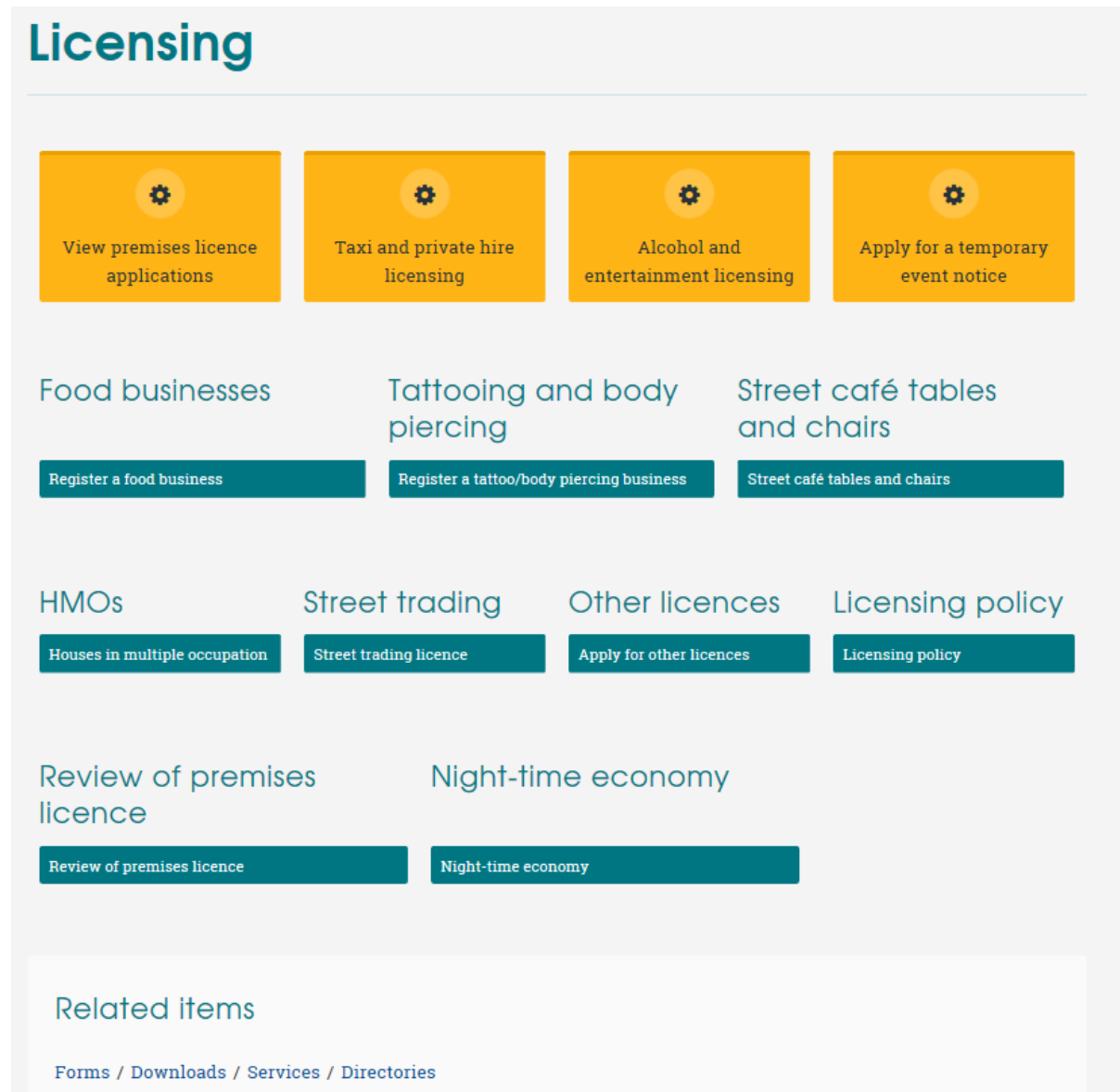
Workshop Bar/Cafe, 53 Earlham Road Norwich Norfolk NR2 3AD , Nelson  
WOW Pizza, 141 Aylsham Road Norwich NR3 2AD , Mile Cross  
Xpress Stores, J F Drake Convenience Store 219 Queens Road Norwich Norfolk NR1 3AE ,  
Lakenham  
Yo! Sushi, 403 Chapelfield Plain Chapelfield Norwich NR2 1SZ , Mancroft  
York Tavern, York Tavern 1 Leicester Street Norwich Norfolk NR2 2AS , Town Close  
Yummy Yummy Tasty Food Ltd, 2D Larkman Lane Norwich NR5 8TX , Bowthorpe  
Zaks Family Diner, Mousehold Heath Gurney Road Norwich Norfolk NR1 4HW , Catton  
Grove  
Zaks Waterside Restaurant And Bar, Waterside Barrack Street Norwich Norfolk NR3 1TS ,  
Thorpe Hamlet  
Zizzi, 25 Tombland Norwich Norfolk NR3 1RF , Thorpe Hamlet

DRAFT 04.11.2019 JW

## Changes required to the Licensing page to accommodate the, Licensed premises map and register and the [Gambling Act 2005 - Local Area Profile](#)

<https://www.norwich.gov.uk/info/20014/licensing>

The [links](#) will need to be activated once the register is live.



Need to add two more sections to the landing page (above)

Licensed premises map and register

Licensed premises map and register

Gambling Act 2005 - Local Area Profile

Gambling Act 2005 - Local Area Profile

They will both contain links to the live [licensed premises map and register](#) page.  
Currently at <https://maps.norwich.gov.uk/MyNorwich/hmo/Registerlp.html>

## Licensed premises map and register

This page contains information on the [licensed premises map and register](#)

The map indicates the location of the following licensed premises


-  **Adult gaming centres (adult arcades)**
-  **Betting shops**
-  **Bingo venues**
-  **Club machine permits**
-  **Family entertainment centres (family arcades)**
-  **Licensed premises with gaming machine permit**
-  **Premises licences (sale of alcohol, late-night refreshment and entertainment venues)**
-  **Sex establishment licences**

**Note: need to get icons from Jeff Taylor when map completed for this Key**

Click on an icon to retrieve details of the premises

Below the map is a register of all the alcohol licensed premises including the following details:

Licence Type  
Premises and Trading Address  
Licensing Designated Premises Supervisor  
Issue date  
Valid from date  
Expiry date  
Licence reference number

By clicking on the  icon in the top right hand corner of the [licensed premises map and register](#) a drop down layer list appears giving the following options

Ward Boundaries 

[Gambling Act 2005 - Local Area Profile](#) metrics.

[Licensed premises map and register](#)











## Gambling Act 2005 - Local Area Profile

A principal concept of the [Gambling Act 2005](#), is the protection of children and other vulnerable persons from being harmed or exploited by gambling.

From April 2016 all industry operators have to undertake local area risk assessments to explore what risks gambling venues pose to young and vulnerable people. [Research into area-based vulnerability to gambling-related harm](#) concluded that youths, those affected by substance abuse /misuse /excessive alcohol consumption, poorer mental health, those living in deprived areas, from certain ethnic groups, those seeking treatment for gambling problems and those who are unemployed are potentially more vulnerable to harm from gambling.

The Norwich City Council [licensed premises map and register](#) contains information which will help operators to undertake a local area risk assessment.

The map indicates the location of the following licensed premises


-  Adult gaming centres (adult arcades)
-  Betting shops
-  Bingo venues
-  Club machine permits
-  Family entertainment centres (family arcades)
-  Licensed premises with gaming machine permit
-  Premises licences (sale of alcohol, late-night refreshment and entertainment venues)
-  Sex establishment licences

**Note: need to get icons from Jeff Taylor when map completed for this Key**

Click on the icons on the map to retrieve the details of the premises


Below the map is a register of all the Premise licences listing the following details

Licence Type  
Premises and Trading Address  
Licensing Designated Premises Supervisor  
Issue date  
Valid from date  
Expiry date  
Licence reference number

By clicking on the  icon in the top right corner of the map a drop down layer list appears giving the following layers.

Ward Boundaries 

Local Area Profile metrics indicating the presence and concentration of groups vulnerable to harm from gambling.

▼  Homelessness



Note: need to get icons from Jeff Taylor when map completed for this Key

## Key to Local area Profile metrics

### Financial Difficulties

Location of cheque cashing, food bank, loan lenders and pawnbrokers



### Homelessness

Homeless services provided by Pathways Norwich



### Mental Health Proxies

NHS Quality and Outcomes Framework 2018-19



Percentage of patients (18+) registered with the GP surgery with depression April 2018 to March 2019. Norwich CCG average 10.3  
England average 10.7

Percentage of patients registered with the GP surgery with a recorded disease within the mental health and neurology group April 2018 to March 2019. Norwich CCG average 1.3 England average 1.0

### Schools

School type listed as nursery, infant, junior, primary, secondary, senior, pupil referral units and special schools

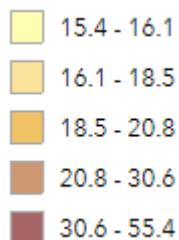


### Treatment centres

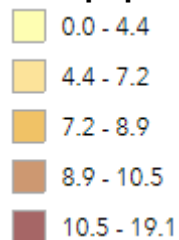
Gamblers Anonymous and Gamcare meeting locations  
Substance abuse/misuse treatment centres



### % of population aged 10 - 24 by ward

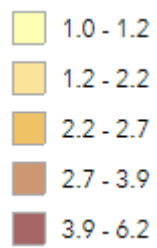


### % of population that identified as from an ethnic minority by ward



### % of population on Universal Credit or Jobseekers allowance by ward





[Licensed premises map and register](#)





### Regulatory Subcommittee

**10:00 to 12:45**

**10 June 2019**

Present: Councillors Stutely (chair), Ackroyd, Brociek-Coulton

#### **1. Declarations of Interest**

There were no declarations of interest.

#### **2. Highways act 1980: application for licence to place tables and chairs on the highway - Gardeners Arms, 2-8 Timberhill, Norwich, NR1 3LB.**

(Consideration of this item had been adjourned at the meeting of the subcommittee meeting held on 13 May 2019. This subcommittee meeting is the reconvened subcommittee meeting to consider the outstanding issues from the previous meeting.)

(Copies of the applicant's revised Tables and Chairs Operating Schedule were circulated at the meeting.)

The chair welcomed the applicant and the members of the public to the reconvened subcommittee meeting. He said that members would like to undertake a site visit to further their understanding of the applications and issues raised in objection. The applicant and members of the public were welcome to attend the site visit. He reminded all parties that this was a continuance of the previous hearing and that it was an opportunity to consider the outstanding issues set out in the new information before the subcommittee.

(The meeting was adjourned to enable members to undertake a site visit to the proposed seating area, accompanied by Mr Philip Cutter (the applicant) and members of the public, the Norfolk Constabulary's licensing officer and council officers and legal advisor in attendance.)

(The meeting reconvened at 10:45.)

The chair said that the subcommittee would be taking into consideration the information presented to it at the meeting on 13 May 2019 when making its decision. It was therefore not necessary to repeat the grounds covered at the last meeting and was an opportunity to consider the new information that had been submitted for this

hearing. The subcommittee would listen to comments from all parties on the new information.

The applicant referred to the operating schedule and answered questions from the chair and members of the subcommittee. He explained that the seating area was for 30 diners who would be clearly seated at the tables. In reply to a question from the chair, the applicant explained that he considered that pigeons would not be a problem. He considered that the "Stop Bird Pro" would deter birds from the area despite the chair's concern that reviews of the product was that it was ineffective. People tended to feed the birds at present. The number of birds was not excessive. During questions from members, the applicant confirmed that the tables would seat 3 people and that larger groups of 9 or 10 would likely be directed into the public house rather than be seated in this area. He explained that he did not envisage using plastic rather than glass for drinks as he wanted to create a good dining experience. He explained how diners would place orders for food and drinks through an online food ordering system, using an Ipad or phone, and that staff would not need to leave the area to put orders through to the kitchens. He confirmed that his staff were experienced and used to carrying 3 to 4 plates at a time and that the slope from the public house and navigating between members of the public would not be a problem. In reply to a members' question, the applicant referred to the operating schedule and said that the seating area was surrounded by an open area where people could sit at the benches and smoke. It was therefore unreasonable not to allow diners to smoke and the area at the front of the seating area would be reserved for smokers and it would be monitored. The current licence for tables and chairs outside the public house did not have any restrictions on smoking. The public house itself was a non-smoking area. He explained that the seating area would be kept clean with jet washing, bleach and regular sweeping and removal of rubbish. The area was currently unkempt.

In reply to the subcommittee's legal advisor in relation to the operating schedule, the applicant confirmed that:

- The proposed area of seating was exclusively for diners;
- Last orders for food was 19:00;
- Staff to replace tables and chairs from the seating area to behind the premises by 21:00;
- Customers would be directed to the single point of access (by the lectern);
- Diners would be seated by staff;
- No alcohol to be consumed outside the seating area, with the exception of diners who have completed their meals and were returning to the public house, where they could be escorted by a member of staff;
- There would be two dedicated members of staff on duty in the seating area;
- The area would never be left without a member of staff during operating hours.

The applicant then answered questions from members in relation to the practical staffing of the site. He did not consider that rowdiness would occur in a seating area where most reasonable people who had finished dining would accept that they could not continue to drink and not eat in this area. He reiterated that the only access would be near the lectern.

The licensing officer, Norfolk Constabulary, referred to her response as set out in Appendix C and referred to the conditions set out in the letter. She commented that the applicant had reassured her that on Norwich City Football Club home match days the seating area would not be used and asked that this could be a condition of the licence. In reply to the chair, the licensing officer said that the seating area should not be available in the 2 hours before and after home matches. She also asked that the seating area would not be in operation on the day Lord Mayor's parade.

Responding to the request, the applicant said that in all likelihood the inside of the public house would be too busy to manage the outside dining area and games were played in the winter season. The premises had been very busy inside during the World Cup and it would have been unfeasible to operate the outside dining area. In reply to further questions, the applicant asked that he could use discretion to close the seating area for 2 hours before and after sporting events and when England were playing. The environmental protection, licensing and markets manager said that the applicant should be able to use his discretion after conducting risk assessments in advance of significant cultural and sporting events, which could be available to Norfolk Constabulary and the licensing authority.

(The legal advisor to the subcommittee refused Mr Foskett's request to take into consideration the magistrates' decision in 2009 on St Andrew's Plain because it related to a premises licence, under the Licensing Act 2003 and not a tables and chairs licence under the Highways Act, 1980 and had different requirements and considerations.)

Mr Foskett then referred to the operating schedule and asked questions about staffing and how the applicant would manage staff during bad weather conditions when the seating area was not in operation. The applicant confirmed that he would be able to manage the staffing and that it was a service led industry, driven by supply and demand. The applicant answered further questions from members on this issue. In reply to Mr Foskett, the applicant said that people booking a table outside would be aware that it might not be available if the weather was bad. He also said that it was usual to have a contact number for bookings. In response to Mr Foskett, the applicant said that there had never been an issue with drinks being unattended and that it would be unusual for everyone at a table to leave to go to the toilets at the same time. The applicant said that it was unlikely that drinks would be stolen from tables as the area would be staffed and monitored. It would also be mainly open during daylight hours. He said that there had been no complaints about the existing seating area outside the public house for four years and that, as a consequence of the new seating area it was not considered that the area outside Mr Foskett's opticians would concentrate drinkers and result in antisocial behaviour.

Marilyn Thompson, an employee at the opticians, asked whether people seeking a fine dining experience would like the pigeons congregating in the area. She considered that people eating food and feeding the pigeons would make the situation worse. The applicant referred to his initial response that the bird scarer would scare the birds away and that he did not consider the birds to be a massive problem, but if it were a separate application would be made for parasols or covering for the seating area. In reply to the chair, the legal advisor for the subcommittee pointed out that if concerned about health and safety of food eaten outside and would ensure that food hygiene standards were maintained. The environment protection, licensing and

markets manager concurred with this advice confirmed that the environmental protection team were familiar with this premises and would bring to the applicant's attention any concerns about food hygiene.

In reply to a question on traffic noise, the applicant said that the site was in a busy city centre and would give members of the public an opportunity to sit outside. People already sat on the benches to eat sandwiches and as city centre location there were other noises from construction and traffic in the area.

Marilyn Thompson commented on an article in the local press about the erosion of public spaces. The chair confirmed that the loss of a public space would be taken into consideration alongside the other matters raised.

(Members of the subcommittee resolved to exclude the public from the meeting during their deliberation and consideration of the matters raised at this and at the subcommittee meeting on 13 May 2019 in relation to this application and to seek advice from the subcommittee's legal advisor. The applicant, his advisor, the licensing officer (Norfolk Constabulary), the environment protection, licensing and markets manager and members of the public left the meeting at this point.)

**RESOLVED**, unanimously, to approve the grant of a licence to place tables and chairs on the highway under the Highways Act 1980, S115E, in accordance with the application submitted in respect of an area on Timberhill, Norwich, NR1 3LB (as set out on the plan (appended to the report) having considered all matters raised by the applicant, statutory consultees and members of the public, and following a site visit to the location of the tables and chairs, subject to the standard conditions for tables and chairs licence amended and added to incorporate the requests from the police and to bring it into line with the applicant's operating schedule, as follows:

- (1) The licensed area will be exclusively for the use of patrons ordering food with no access to casual drinkers;
- (2) Amending condition 9 to ensure that last orders for food must be placed by 19:00 and the licensee must ensure that all tables, chairs and other items are removed from the area by 21:00;
- (3) Diners will be seated by staff allocated to the area and all service will be provided by the staff from the table, including payments, with appropriate signage to inform patrons of this;
- (4) There will be two dedicated members of staff looking after these tables and at least one member of staff present in the area at all times during operating hours, the other member of staff may leave the area on a temporary basis for any reason;
- (5) Substantial table meals will be served at all times when the licence is in use;
- (6) The area will be used for table service only and there will be signage on display informing patrons of this;
- (7) Customers are not to use this area unless seated;
- (8) The tables and chairs will not be in use on the day of the Lord Mayor's Procession and during any Norwich City Football Club home match for two hours prior and two hours after the game; and for all other significant cultural and sporting events, the licensee must conduct a risk assessment on whether to use the tables and chairs seating area which should be available to the police and the licensing authority upon request;

- (9) The access point to the seated area shall be sufficiently wide for wheelchairs and buggies;
- (10) Customers wishing to leave the area will not be allowed to take their alcohol with them save for patrons having finished their meals and wishing to relocate to the public house with their drinks may do so if escorted by a member of staff to the premises.
- (11) Amend the standard condition 15, to include the lectern.

Reasons for approval:

- 1. The applicant has satisfied the subcommittee with the submission of the schedule of operation that the area will be managed professionally.
- 2. The committee took into consideration concerns about the erosion of the public open space. The benches surrounding the site would still be available for public use. The site was poorly maintained at present. The grant of the licence would improve this amenity space.
- 2. No issues had been raised about any by the loss of needed highway by the statutory consultees in terms of access;
- 3. The site is in a busy city centre where people currently sit outside. The use of this area for dining will not make a significant increase to noise levels. Also there is other noise from traffic and construction in the area which is acceptable.

(The applicant, the licensing officer (Norfolk Constabulary), the environment protection, licensing and markets manager and members of the public were readmitted to the meeting. The legal advisor to the subcommittee advised the applicant of the subcommittee's decision. The appellant thanked the subcommittee and said that he would be seeking to implement the seating area in March 2020.)

CHAIR



## Regulatory Subcommittee

14:00 to 17:45

10 June 2019

Present: Councillors Ryan (chair), Brociek-Coulton and Giles

Apologies: Councillors Fulton-McAlister (E) (vice chair) and Price

(Members of the committee received copies of the Byelaws, Regulations & Conditions Applicable to Hackney Carriage and Private Hire Vehicles, Proprietors, Drivers and Operators" (the Green Book) at the meeting.)

### 1. Declarations of Interest

There were no declarations of interest.

### 2. Exclusion of the Public

**RESOLVED** to exclude the public from the meeting during consideration of items 3\* and 4\* below on the grounds contained in paragraphs 1 and 3 of Part 1 of Schedule 12(A) of the Local Government Act 1972, as amended.

### 3\* Suspension/revocation of Norwich City Council hackney carriage drivers licence No 16/01887/HACKD (Paragraph 3)

(The licence holder, his solicitor, the chair of the Norwich Hackney Trade Association and two hackney carriage drivers (supporting the licence holder), the civil enforcement officer, and licensing officer were admitted to the meeting.)

The licensing assistant introduced the report and said that the case had been deferred from the meeting on 13 May 2018 to enable the licence holder to obtain legal advice.

The solicitor on behalf of the licence holder said that his client did not agree that he had received a police caution after the incident. A request to the police under Freedom of Information for clarification had not yet been received. He therefore asked the subcommittee to exclude the police statement from consideration, as set out in appendix B to the report, when making its decision, given the confusion on this matter and out of fairness to his client, as a caution would be construed as admission of guilt.



The chair then asked for the licence holder and his supporters, and the civil enforcement officer and licensing officer to leave the room to allow the subcommittee to seek the advice of its legal advisor.

(The licence holder, his supporters, the civil enforcement officer and licensing officer left the meeting at this point. The licence holder, his solicitor, the chair of the Norwich Hackney Trade Association, civil enforcement officer and the licensing officer were then readmitted. It was established that one of the supporters would be called as a witness, and he left the room, together with the other taxi driver in attendance.)

The chair announced that the subcommittee was happy to proceed on the basis that the police caution was not in existence.

The solicitor and licence holder gave their account of the circumstances of the incident which took place on 25 February 2019. The licence holder said that he had lived in Norwich for 22 years and been a taxi driver for the last 10 years. He explained that he pulled into the bus stop outside Primark on St Stephens Street, so as not to obstruct traffic while he waited for a space to become available in the taxi rank, and had become hemmed in by buses on either side. The civil enforcement officer had issued a ticket and put his hand into the licence holder's cab. The licence holder then said that the civil enforcement officer was seen walking up and down the street. When the licence holder finally pulled into the taxi rank he considered that the civil enforcement had followed him there. (The licence holder showed pictures on his phone of the civil enforcement officer showing his hand held device to the licence holder through the cab window and patrolling the pavement.) The civil enforcement officer had reported the licence holder to the police. The licence holder said that he did not normally swear but considered that he had been provoked and was angry at being treated unfairly.

The civil enforcement officer said that he had been instructed to patrol St Stephens Street because a councillor had received a complaint from the bus companies about taxi drivers waiting in the bus stops. All civil enforcement officers received a daily briefing and been briefed to patrol St Stephens Street as their presence would act as a deterrent to prevent taxi drivers parking in the bus stops and creating a hazard to traffic. He then explained that he had taken photographs of the taxi in the bus stop and was only aware the identity of the driver when he went to the driver's window to show him the ticket on the hand held device. He pointed out that the Green book required taxi drivers to proceed to the next taxi rank if it was full rather than stop and wait. The fact that this driver was blocked by buses was that he had no right to be parked in the bus stop. The licence holder had sworn at him in front of members of the public and young people. It was his duty as a council officer to report such behaviour to the police. He had then carried on with his patrol. Another taxi driver had been waiting for a space in the taxi rank and when the civil enforcement officer reached the taxi rank he had received further verbal abuse from the licence holder. A member of the public volunteered to act as a witness to the police. He did not think that the issue of a ticket to this licence holder was unfair.

The licence holder alleged that the civil enforcement officer had discussed the hearing with other taxi drivers in the rank. He said that other taxi drivers had sworn at the civil enforcement officer at the rank on the day of the incident. The civil

enforcement officer responded by saying that some taxi drivers at Gaol Hill had referred to the incident but he had not been obliged to comment.

The civil enforcement officer then answered questions from the chair about the incident and the circumstances where an instant penalty notice would be issued.

Members of the subcommittee then asked questions to the licence holder about his conduct on the day of the incident. The licence holder maintained that other taxi drivers had sworn at the officer and that his had been the only name taken. He reiterated that he did not normally swear but had been provoked by the officer.

The civil enforcement officer then reiterated that he had been carrying out his duties as requested and that the licence holder had been the only driver that had sworn at him. He then answered members' questions about the sequence of events leading to him reporting the licence holder to the police. He had provided the police with the witness's details.

In reply to the subcommittee's legal advisor, the licence holder confirmed that he had not appealed against the parking ticket. He also said that other taxi drivers had also sworn at the civil enforcement driver that day and that it was unfair that he was the only driver who had received a penalty.

(The witness for the licence holder was then admitted to the meeting.)

The witness explained that he also had been waiting for a space on the taxi rank that day and had been told by the civil enforcement officer that he was blocking the highway. There were only 6 spaces for 20 taxis working from the rank. He answered questions from the chair and said that he had seen the incident at the taxi rank and no other taxi drivers had sworn at the civil enforcement officer.

The civil enforcement officer said that the taxi rank was full at the time and that the witness had been driving at a slow pace waiting for a space to become available. He pointed out that this meant that buses were behind schedule. He pointed out that buses needed to stop at bus stops where there was a raised platform. He explained that the licence holder had been issued a ticket because he had prevented buses from accessing the bus stop.

(The witness left the meeting at this point.)

The chair of the Norwich Hackney Trade Association gave a character witness of the licence holder's record of good service to his passengers, many of them vulnerable people and that he was a credit to the industry. The solicitor produced a letter from the licence holder's employers also stating that the licence holder was of good character.

The solicitor summed up on behalf of the licence holder reiterating the evidence that had been considered at the meeting. In mitigation he said that his client admitted to swearing but considered that he had been provoked by the civil enforcement officer. The member of the public who had offered to become a witness had not come forward. He asked members to take into account the licence holder's character references and previous good conduct and that as this was a one-off incident the

subcommittee should consider issuing a warning rather than revoking the licence holder's licence.

The chair invited the civil enforcement officer to explain what had been the purpose of showing the licence holder his hand held device when he was still parked in the bus stop. The civil enforcement officer said that it was normal practice when issuing a ticket to show the photographic evidence. At that point the licence holder had been swearing at him. He could see that the licence holder was blocked in by the buses. The purpose of showing the hand held device was to demonstrate that he had evidence that the licence holder was parked in the bus stop. The licence holder commented that the production of the evidence that he was in a bus stop when he was still in the bus stop was superfluous. The solicitor said that this action could be deemed as provocative.

In answer to a question, the solicitor said on behalf of his client that the witness had said that he had not heard any other taxi drivers swear at the civil enforcement officer and pointed out that St Stephens Street was a busy thorough fare and it was probable that the witness probably had not heard it.

(The licence holder, his solicitor and the chair of the Norwich Hackney Trade Association, civil enforcement officer and the licensing assistant left the meeting at this point.)

**RESOLVED**, unanimously, having taken into consideration the licence holder's previous good character, not to take any further action but to issue a strong warning to the licence holder No 16/01887/HACKD regarding his future conduct and that hackney carriage drivers are expected to conduct their selves in a professional manner and to never use swear words.

(The licence holder, his solicitor and the licensing assistant were readmitted to the meeting and informed of the subcommittee's decision. The licence holder was asked to produce his DVLA licence for inspection by the committee. The chair advised the licence holder that he would receive written notification of the subcommittee's decision, together with a strong warning regarding his behaviour and was directed to familiarise himself with the contents of the Green book. The licence holder, his solicitor and the licensing assistant left the meeting.)

**4\* Application for Renewal of a Hackney Carriage Drivers Licence: Case Number 19/00123/HACKD (Paragraph 3)**

(The applicant, his translator and the licensing assistant were admitted to the meeting. The applicant confirmed that he was aware that he could have legal advice but had chosen not to be represented. The applicant produced his DVLA licence and confirmed his address.)

The licensing assistant presented the report.

The applicant explained the circumstances relating to his convictions on 3 September 2018 and 14 February 2017 and answered members' questions. He explained that the incident leading to the conviction on 14 February 2017 related to his divorce and the custody of his children. In relation to the speeding conviction dated 3 September 2018, the applicant confirmed that there were no passengers at

the time.

(The applicant, his translator and the licensing assistant left the meeting but were then readmitted to allow further questioning of the applicant.)

The applicant explained that he had failed to contact the council within 7 days of his convictions because he had rang the council's licensing office to be told that he only needed to raise the issue of his convictions when he renewed his licence. The translator provided further information about the applicant's domestic situation.

(The applicant, his translator and the licensing assistant left the meeting.)

**RESOLVED**, with 2 members voting in favour and 1 against, to grant a hackney carriage drivers licence (case number 19/00123/HACKD) initially for a period of 12 months and to delegate the renewal for a further two years licence to the licensing manager, and to advise the applicant that he should familiarise himself with the Green book, in relation to his conduct and reporting convictions to the licensing authority within 7 days.

(The applicant, his translator and licensing assistant were readmitted to the meeting and advised of the subcommittee's decision. The chair advised the licence holder that he would receive written notification of the subcommittee's decision, together with a strong warning regarding his behaviour and was directed to familiarise himself with the contents of the Green book. The licence holder, his translator and the licensing assistant left the meeting.)

**5\* Application for Grant of Private Hire Drivers Licence – Application ref. 19/01052/PHDRIV (Paragraph 3)**

(The applicant and the licensing assistant were admitted to the meeting. The applicant produced a copy of his DVLA licence which was circulated for inspection. A supplementary report was circulated at the meeting with the consent of the applicant. The applicant confirmed that he had received copies of the reports and that he was aware that he could have legal advice but had chosen not to be represented.)

The licensing assistant presented the report.

The applicant then explained the circumstances of his convictions and answered members' questions. He said that following the hearing at Broadland District Council, he had made a statutory declaration at Norwich Magistrates' Court in relation to the conviction on 11 November 2018. He explained that he had been living with his parents and a family member had been driving the car at the time of the offence. The applicant had not changed the address on his licence, had not received any notifications from the DVLA and therefore was unaware of the offence. The court could decide to prosecute him for failure to advise the DVLA of his change of the address but this would only be 3 points on his licence and not the 6 points awarded for failing to give information on the identity of a driver. The applicant advised the subcommittee of his family responsibilities. He confirmed that at the time of the speeding conviction there had been no passengers in the vehicle.

(The applicant produced a character reference from his employer which was

circulated at the meeting.)

(The applicant and the licensing assistant left the meeting.)

**RESOLVED**, unanimously, to grant a grant of private hire drivers licence – Application Ref. 19/01052/PHDRIV, initially for a period of 12 months and to delegate the renewal for a further two years licence to the licensing manager, and to advise the applicant that he should familiarise himself with the Green book, in relation to his conduct and reporting convictions to the licensing authority.

(The applicant and licensing assistant were readmitted to the meeting and advised of the subcommittee's decision. The chair advised the licence holder that he would receive written notification of the subcommittee's decision, together with a strong warning regarding his behaviour and was directed to familiarise himself with the Green book. The legal advisor to the subcommittee advised the applicant that he was obliged to notify the council's licensing authority within 7 days of any convictions imposed upon him.)

CHAIR



## Regulatory Subcommittee

10:15 to 16:00

8 July 2019

Present: Councillors Stutely (chair), Brociek-Coulton, Huntley, Oliver, Schmierer (for items 3-\*6 only)

### 1. Declarations of Interest

Councillor Brociek-Coulton declared that she was a member of Norwich Access Group a party who had put in objections to all three tables and chairs applications, she was not pre-determined

### 2. Highways act 1980: application for licence to place tables and chairs on the highway – The Last Wine Bar, 70-76 St Georges Street, NR3 1AB

(The transport planner attended for this item)

The chair welcomed the applicant and the members of the public to the subcommittee meeting. The licensing assistant presented the report. The applicant said it was a commercially difficult time for independent restaurants who were competing against national chains. The outside tables and chairs suited the contemporary brassier culture of the restaurant and provided an offer of outside dinning for customers. The applicant hoped that the licensed area would be a pleasant addition to the streetscape and would work to reinvigorate the area.

In response to member questions the applicant confirmed that the tables and chairs were accessible to wheelchair users. The tables and chairs were not on a raised platform, the area would be demarcated by canvas barriers and all the tables and chairs and barriers would be taken in at night when the restaurant closed. The barriers would be waist height, straight lined and would go to the ground with a tapping rail at the bottom to assist blind and partially sighted individuals to navigate the area. The tables and chairs would be used in spring and summer and no heating lamps or umbrellas had been applied for. Three planters were included in the application.

The chair asked the transport planner if the measures taken by the applicant would mitigate the concerns raised in the Norwich Access Group objection. The representation raised a concern regarding tables and chairs being on a pavement board which would be a trip hazard and that it would not be accessible to wheelchair users. The applicant advised this was not the case. The transport planner said that

the application followed standard practice in that the tables and chairs would hug the building line and were flanked by barriers. The area was open to vehicular movements for access only; predominately the area was used by pedestrians and cyclists and was slow moving. The applicant advised that the design was not finalised and they would be happy to consider the views of interested parties.

The transport planner said there was national guidance published by the Department of Transport entitled: Inclusive mobility. The application plan showed there was a 5.3m width from the gutter line to the building line which provided adequate space for the tables and chairs and pedestrian, cyclist and access movements of vehicles. He noted that the plan provided by the applicant was slightly inaccurate in that it showed the area for tables and chairs to be opposite a parking space. The applicant agreed this was inaccurate and the plan was amended accordingly.

(Members of the subcommittee resolved to exclude the public from the meeting during their deliberation and consideration of the matters raised in relation to this application and to seek advice from the subcommittee's legal advisor. The applicant, licensing assistant, transport planner and members of the public left the meeting at this point.)

**RESOLVED**, unanimously, to approve the grant of a licence to place tables and chairs on the highway under the Highways Act 1980, in accordance with the application submitted in respect of The Last Wine Bar, 70-76 St Georges Street, NR3 1AB as set out on the amended plan (appended to these minutes) having considered all matters raised by the applicant, statutory consultees and members of the public, subject to the standard conditions for tables and chairs licence amended, as follows:

The licensed area to include permission for three planters.

(The applicant, licensing assistant, transport planner and members of the public were readmitted to the meeting. The chair advised the applicant of the subcommittee's decision.)

## **2. Highways act 1980: application for licence to place tables and chairs on the highway – The Café Club, 41 King Street, NR1 1PH.**

(The transport planner attended for this item)

The chair welcomed the applicant and the members of the public to the subcommittee meeting. The licensing assistant presented the report. The applicant said she had spoken with her customers and other local businesses who were supportive of the application. The aim was to create an outdoor eating area which would improve the local streetscene. The road had been widened following recent roadworks and there was space on Rose Lane for tables and chairs and mobility scooters and prams to pass. Whilst the area of pavement on King Street was narrower there was less traffic and pedestrian flow on that street.

In response to member questions in relation to spacing on the pavement the transport planner said that on Rose Lane the pavement measured 2.8m in width from the kerb to the building line. The tables and chairs proposed to be located there would require 1m width; this left a usable pavement width of 1.8m. The

Department of Transport guidance entitled: Inclusive mobility stated that 1.5m width was required for a wheelchair and a pedestrian to comfortably pass on the pavement. It was noted that there was a pinch point where the traffic signals were on the pavement which reduced the usable width of the pavement.

On King Street the width from the building line to the gutter was 1.8m in total. In response to member questions the transport planner confirmed that it was possible to turn left from Rose Lane onto King Street and that traffic on King Street was two way. Members expressed concern that turning vehicles meeting a car would be pushed towards the seated area on King Street. Referring to the guidance on inclusive mobility, members expressed concerned that the tables and chairs on King Street would not afford enough useable pavement for highway users. Discussion ensued regarding pedestrian traffic in the area; it was noted that this was not a high volume area but that on days when football matches were held footfall increased.

The applicant said they had taken advice on barriers for the seating area which would assist blind and partially sighted individuals to navigate. The applicant confirmed they were applying for four planters to be included within the licensed area this would edge the tables and chairs creating a natural barrier. Equally the applicant proposed to keep their existing A Board within the licensed area.

(Members of the subcommittee resolved to exclude the public from the meeting during their deliberation and consideration of the matters raised in relation to this application and to seek advice from the subcommittee's legal advisor. The applicant, licensing assistant, transport planner and members of the public left the meeting at this point.)

**RESOLVED**, unanimously, to approve the grant of a licence to place tables and chairs on the highway under the Highways Act 1980, in respect of The Café Club, 41 King Street, NR1 1PH on Rose Lane for two tables and four chairs subject to the licenced area allowing a minimum passing space of 1m width between it and the traffic light signal post. On King Street to licence a bench against the wall of the café having considered all matters raised by the applicant, statutory consultees and members of the public, subject to the standard conditions for tables and chairs licence amended, as follows:

- That the tables and chairs in the licensed area be removed two hours before, during and two hours after any Norwich City Football Club home match.
- To include four planters within the licensed area.

(The applicant, licensing assistant, transport planner and members of the public were readmitted to the meeting. The chair advised the applicant of the subcommittee's decision.)

**3. Highways act 1980: application for licence to place tables and chairs on the highway – Haggie Restaurant, 13 St Benedicts Street, NR2 4PE.**

(Councillor Schmierer joined the meeting at this point)

(The transport planner attended for this item)



The chair welcomed the applicant, the applicant's representative and the members of the public to the subcommittee meeting. The licensing assistant presented the report. The applicant's representative said that the restaurant was a high end establishment with an authentic Middle Eastern theme. The applicant had invested in the building, business and the area. He was requesting limited use of the area outside the restaurant with an application requesting three tables and six chairs. The seated area would leave 1.25m of pavement. The applicant highlighted that the pavement was in good condition in the area.

Susan Seddon addressed the committee. Her residence shared a courtyard with Helgate Court and many of her neighbours used mobility scooters and used St Benedicts Street as their main access route into the city. The pavement on Westwick Street was in a poor state of repair and was often obstructed by large commercial wheelie bins and was not a feasible route to use. The opposite side of St Benedicts Street from Haggie was not an option as in places it was only wide enough to allow one pedestrian to pass. The tables and chairs, if approved, would inconvenience other highway users and would not be available for anyone in a wheelchair or mobility scooter to use. The tables and chairs would take up a greater area than the plans showed because the waiting staff serving the tables were not accounted for and would add to the obstruction.

Helena Hudson addressed the committee. She used St Benedict's as her route into the city and was the user of a mobility scooter. She said it was difficult to manoeuvre along the route currently due to the restricted space available and objected to the table and chairs application as it was an obstruction which would impinge on her use of that section of the highway.

In response to member questions, the transport planner noted that the application was at the limit of what could be considered acceptable. The guidance indicated that a constrained pavement width could be acceptable for a short duration with the guidance stating 6m and the application was for 5m. He noted that any adjacent application for tables and chairs on the highway, would need to be refused or offer a passing place as it would be unreasonable to narrow the pavement space for every business. In response to a member question regarding obstructions caused by commercial bins the transport planner said that it was a question of fact and degree. A bin being placed out for collection and causing an obstruction for a limited period would be deemed reasonable.

(Members of the subcommittee resolved to exclude the public from the meeting during their deliberation and consideration of the matters raised in relation to this application and to seek advice from the subcommittee's legal advisor. The applicant, applicant's representative, licensing assistant, transport planner and members of the public left the meeting at this point.)

**RESOLVED**, unanimously, to refuse the grant of a licence to place tables and chairs on the highway under the Highways Act 1980, in accordance with the application submitted in respect of Haggie Restaurant, 13 St Benedicts Street, NR2 4PE. The subcommittee considered the current geography, layout and usages of this section of the highway did not make a licence for tables and chairs appropriate. The highway was of insufficient width to afford the space, the footfall in the location was high and set to increase and on balance the benefit to the restaurant of three tables

and chairs was not outweighed by the impact on the safety and comfort of highway users.

(The applicant, applicant's representative, licensing assistant, transport planner and members of the public were readmitted to the meeting. The chair advised the applicant of the subcommittee's decision.)

(The committee adjourned for lunch and reconvened at 2pm)

**\*4. Exclusion of the Public**

**RESOLVED** to exclude the public from the meeting during consideration of items 5\* and 6\* below on the grounds contained in paragraphs 1 and 3 of Part 1 of Schedule 12(A) of the Local Government Act 1972, as amended.

**\*5. Application for grant private hire drivers licence – application ref: 19/01234/PHDRIV**

(The applicant and the licensing assistant were admitted to the meeting. The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the convictions against him and confirmed he had no outstanding charges or offences to answer to. He understood he was able to seek legal representation and have a representative attend with him.

(The applicant and the licensing assistant left the meeting at this point.)

The subcommittee considered the circumstances surrounding the convictions against the applicant. The committee reviewed the evidence and did not speculate on information they did not have and considered the applicant passed the fit and proper person test. The subcommittee considered the offences serious. They noted that the applicant's conduct since had been clear of convictions and were encouraged by his approach to avoiding any future similar situations. They considered that the applicant should receive a formal warning about his conduct.

**RESOLVED**, unanimously, to:

- (1) grant private hire drivers licence application ref: 19/01234/PHDRIV for one year and to delegate authority to officers to renew for two years without fees subject to the applicants good conduct; and
- (2) ask the licensing assistant to issue a formal warning regarding conduct to the applicant in due course.

(The applicant and the licensing assistant were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision. The applicant and the licensing assistant then left the meeting.)

**\*6. Application for grant private hire drivers licence – application ref: 19/00513/PHDRIV**

(The applicant and the licensing assistant were admitted to the meeting. The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the conviction against him and confirmed he had no outstanding charges or offences to answer to. He understood he was able to seek legal representation and have a representative attend with him.

(The applicant and the licensing assistant left the meeting at this point.)

The subcommittee considered the circumstances surrounding the conviction against the applicant, the committee had reviewed the evidence and did not speculate on information they did not have and considered the applicant passed the fit and proper person test.

(The applicant and the licensing assistant were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision. The applicant and the licensing assistant then left the meeting.)

CHAIR



## Regulatory Subcommittee

14:00 to 16:20

16 September 2019

Present: Councillors Stutely (chair), Ackroyd, Fulton-McAlister (E) and Schmierer

### 1. Declarations of Interest

There were no declarations of interest.

### \*2. Exclusion of the Public

**RESOLVED** to exclude the public from the meeting during consideration of items 5\* and 6\* below on the grounds contained in paragraphs 1 and 3 of Part 1 of Schedule 12(A) of the Local Government Act 1972, as amended.

### \*3. Application for renewal of a private hire drivers licence – application ref: 19/01348/PHDRIV

(The applicant and the licensing assistant were admitted to the meeting. The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The report did not detail the fact that the applicant failed to report his convictions within seven days to the council and failed to list all relevant convictions which would be considered.

**RESOLVED**, unanimously, to:

- (1) defer the matter to the next meeting of regulatory subcommittee; and
- (2) ask the licensing assistant to review the report to ensure all relevant matters were included.

### \*4. Application for renewal of a private hire drivers licence – application ref: 19/01023/PHDRIV

(The applicant and the licensing assistant were admitted to the meeting. The applicant was accompanied by the proprietor of the taxi firm at which he worked.

The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the conviction against him and confirmed he had no outstanding charges or offences to answer to. He understood he was able to seek legal representation and have a representative attend with him.

(The applicant and the licensing assistant left the meeting at this point.)

The subcommittee considered the circumstances surrounding the conviction against the applicant, the committee had reviewed the evidence and did not speculate on information they did not have and considered the applicant passed the fit and proper person test.

**RESOLVED**, unanimously, to renew private hire drivers licence application ref: 19/01023/PHDRIV.

(The applicant and the licensing assistant were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision. The applicant and the licensing assistant then left the meeting.)

**\*5. Application for renewal of a private hire drivers licence – application ref: 19/01229/PHDRIV**

(The applicant and the licensing assistant were admitted to the meeting. The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the conviction against him and confirmed he had no outstanding charges or offences to answer to. He understood he was able to seek legal representation and have a representative attend with him.

(The applicant and the licensing assistant left the meeting at this point.)

The subcommittee considered the circumstances surrounding the conviction against the applicant, the committee had reviewed the evidence and did not speculate on information they did not have and considered the applicant passed the fit and proper person test.

**RESOLVED**, unanimously, to:

- (1) renew private hire drivers licence application ref: 19/01229/PHDRIV;  
and
- (2) ask the licensing assistant to issue a formal warning regarding conduct to the applicant in due course.

(The applicant and the licensing assistant were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this

decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision. The applicant and the licensing assistant then left the meeting.)

**\*6. Application for renewal of a private hire drivers licence – application ref: 19/00720/HACKD**

(The applicant and the licensing assistant were admitted to the meeting. The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the conviction against him and confirmed he had no outstanding charges or offences to answer to. He understood he was able to seek legal representation and have a representative attend with him.

(The applicant and the licensing assistant left the meeting at this point.)

The subcommittee considered the circumstances surrounding the conviction against the applicant, the committee had reviewed the evidence and did not speculate on information they did not have and considered the applicant passed the fit and proper person test.

**RESOLVED**, unanimously, to renew private hire drivers licence application ref: 19/01229/PHDRIV for one year and to delegate authority to officers to renew for two years without fees subject to the applicants good conduct.

(The applicant and the licensing assistant were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision. The applicant and the licensing assistant then left the meeting.)

**\*7. Application for renewal of a private hire drivers licence – application ref: 19/00479/PHDRIV**

(The applicant and the licensing assistant were admitted to the meeting. The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the conviction against him and confirmed he had no outstanding charges or offences to answer to. He understood he was able to seek legal representation and have a representative attend with him.

(The applicant and the licensing assistant left the meeting at this point.)

The subcommittee considered the circumstances surrounding the conviction against the applicant, the committee had reviewed the evidence and did not speculate on information they did not have and considered the applicant passed the fit and proper person test.

**RESOLVED**, unanimously, to:

- (1) renew private hire drivers licence application ref: 19/00479/PHDRIV;  
and
- (2) ask the licensing assistant to issue a formal warning regarding conduct to the applicant in due course.

(The applicant and the licensing assistant were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision. The applicant and the licensing assistant then left the meeting.)

CHAIR



## Regulatory Subcommittee

14:00 to 16:15

11 November 2019

Present: Councillors Stutely (chair), McCartney-Gray, Price and Ryan  
Schmierer

Apologies: Councillor Oliver

### 1. Declarations of Interest

There were no declarations of interest.

### \*2. Exclusion of the Public

**RESOLVED** to exclude the public from the meeting during consideration of items \*3 to \*5 below on the grounds contained in paragraphs 1 and 3 of Part 1 of Schedule 12(A) of the Local Government Act 1972, as amended.

### \*3. Application for renewal of a private hire drivers licence – application ref: 19/01099/HACKD

(The applicant and the public protection manager were admitted to the meeting. The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the convictions against him and answered member's questions. He confirmed he had no outstanding charges or offences to answer to. He understood he was able to seek legal representation and have a representative attend with him.

(The applicant and the public protection manager left the meeting at this point.)

The subcommittee considered the circumstances surrounding the conviction against the applicant, the committee had reviewed the evidence and did not speculate on information they did not have and considered the applicant passed the fit and proper person test.

**RESOLVED**, unanimously, to renew private hire drivers licence – application ref: 19/01099/HACKD with the following conditions:



- 1) an annual Disclosure and Barring Service check to be completed for the duration of this licence period;
- 2) the applicant not to engage in regulated activity with children; and
- 3) to delegate authority to officers to renew the licence.

(The applicant and the public protection manager were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision and that he was entitled to appeal the decision of the subcommittee within 21 days and any appeal should be made to Norwich magistrates court. The applicant and the public protection manager left the meeting.)

**\*4. Application for renewal of a private hire drivers licence – application ref: 19/01335/PHDRIV**

(The applicant and the public protection manager were admitted to the meeting. The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the convictions against him and answered member's questions. He confirmed he had no outstanding charges or offences to answer to. He understood he was able to seek legal representation and have a representative attend with him.

The applicant failed to report his conviction within seven days to the council, these were declared at the point where he request to renew his licence was made.

(The applicant and the public protection manager left the meeting at this point.)

The subcommittee considered the circumstances surrounding the conviction against the applicant, the committee had reviewed the evidence and did not speculate on information they did not have and considered the applicant passed the fit and proper person test.

**RESOLVED**, unanimously, to renew private hire drivers licence application ref: 19/01335/PHDRIV.

(The applicant and the public protection manager were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision. The applicant and the public protection manager then left the meeting.)

**\*5. Application for renewal of a private hire drivers licence – application ref: 19/01348/PHDRIV**

(The applicant and the public protection manager were admitted to the meeting. The applicant was accompanied by his legal representative. The applicant produced his

DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the convictions against him and answered member's questions. He confirmed he had no outstanding charges or offences to answer to.

(The applicant, his legal representative and the public protection manager left the meeting at this point.)

The subcommittee considered the circumstances surrounding the conviction against the applicant, the committee had reviewed the evidence and did not speculate on information they did not have and considered the applicant passed the fit and proper person test.

**RESOLVED**, unanimously, to:

- 1) renew private hire drivers licence application ref: 19/01348/PHDRIV for one year; and
- 2) delegate authority to officers to renew for two years without fees subject to the applicants good conduct.

(The applicant, his legal representative and the public protection manager were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision. The applicant, his legal representative and the public protection manager then left the meeting.)

CHAIR



## Regulatory Subcommittee

14:15 to 15:45

9 December 2019

Present: Councillors Stutely (chair), Brociek-Coulton, Fulton-McAlister (E),  
Grahame and Neale (substitute for Schmierer)

Apologies: Councillor Schmierer

### 1. Declarations of Interest

There were no declarations of interest.

### \*2. Exclusion of the Public

**RESOLVED** to exclude the public from the meeting during consideration of items \*3 to \*5 below on the grounds contained in paragraphs 1 and 3 of Part 1 of Schedule 12(A) of the Local Government Act 1972, as amended.

### \*3. Application for renewal of a private hire drivers licence: case numbers 19/01874/PHDRIV

The licensing assistant advised that the application had written to and requested that his application be defer to a later committee meeting as he was out of the country.

**RESOLVED**, unanimously, to defer renewal of a private hire drivers licence: case numbers 19/01874/PHDRIV to a later meeting of regulatory subcommittee.

### \*4. Application for renewal of a hackney carriage drivers licence – application ref: 19/01107/HACKD

(The applicant and the licensing assistant were admitted to the meeting. The applicant produced his DVLA licence for inspection by the committee. A copy of the report was provided to the applicant at the meeting.)

The applicant explained the circumstances of the convictions against him and answered member's questions. He understood he was able to seek legal representation and have a representative attend with him. The applicant advised he had a pending matter outstanding which he disputed.

(The applicant and the licensing assistant left the meeting at this point.)

The subcommittee considered the circumstances surrounding the conviction against the applicant. The committee were concerned regarding the outstanding matter declared by the applicant and to whether this would result in a conviction against him. The committee had reviewed the evidence and did not speculate on information they did not have.

**RESOLVED**, unanimously, to:

- (1) renew temporarily for a period of three months hackney carriage drivers licence – application ref: 19/01107/HACKD;
- (2) ask the licensing assistant at the end of the three month period to check the applicant's convictions and if no further convictions were found to renew temporarily for a period of three months hackney carriage drivers licence – application ref: 19/01107/HACKD;
- (3) ask the licensing assistant at the end of a further three month period to check the applicant's convictions and if no further convictions were found to renew hackney carriage drivers licence – application ref: 19/01107/HACKD for two and a half years at no extra fee to the applicant if no convictions were found; and
- (4) ask the licensing assistant to write to the applicant and advise of the obligation to report convictions to the council as licensing authority.

(The applicant and the licensing assistant were admitted to the meeting. The chair informed the applicant of the subcommittee's decision and listed the reasons for this decision as minuted above. The legal advisor advised the applicant that he would receive written notification of the subcommittee's decision. The applicant and the licensing assistant then left the meeting.)

**\*5. Application for renewal of a private hire drivers licence: case numbers 19/01617/PHDRIV**

(The applicant and the licensing assistant were admitted to the meeting.)

The applicant requested that his application be deferred to the next meeting of regulatory subcommittee. He had been advised to attend the meeting at 14:00 and had not expected to wait for an hour and a half before coming in front of committee. He had not been advised how long the matter would take and had a prior commitment.

**RESOLVED**, unanimously, to:

- (1) defer the application for renewal of a private hire drivers licence: case numbers 19/01617/PHDRIV to another meeting of regulatory subcommittee; and
- (2) to ask the licensing assistant to advise applicants attending regulatory subcommittee of an approximate time committee will hear their application and to advise applicants that the committee can last to 17:00.

(The applicant and the licensing assistant left the meeting at this point.)

CHAIR

