

EQUALITY IMPACT ASSESSMENT



What is being assessed	Statement of licensing policy under Licensing Act 2003	Status	Assessment of a statutory function, required every 5 years
Officer completing this form	Tiffany Bentley	Officer's role	Licensing Team Leader
Team	Licensing	Directorate	Climate & Environment
SLT sponsor	Nicholas Austin	Role	Executive Director Climate & Environment
Date assessment commenced	12/01/2026	Date of completion	30/01/2026

Will the report this EqIA relates to go to Committee?

Yes, this will be reviewed by the Licensing Committee in March 2026, to seek approval to begin consultation. Results of consultation and any amendments to the policy will return to the Licensing Committee in September 2026 and on to Full Council for approval.

What are the main aims or purpose of the strategy, policy, plan, project, contract or major change to your service which you are considering?

The Statement of Licensing Policy sets out the principles the Licensing Authority will apply when exercising its functions under the Licensing Act 2003. Its primary purpose is to promote the four statutory licensing objectives: the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm. The policy provides a clear and consistent framework for decision-making, ensuring transparency and fairness for applicants, responsible authorities, and the community. It reflects local needs and priorities, encourages responsible operation of licensed premises, and supports effective enforcement and review mechanisms to uphold these objectives. Through consultation and



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engagement, the policy aims to balance the interests of businesses, residents, and visitors while safeguarding public safety and community wellbeing.

How does it fit with other services and policies, and how does it support our [corporate priorities](#)?

This sits alongside Local Planning Policy, Community Safety and Crime Prevention Plans, works with Environmental and Regulatory Services - complements environmental health measures on noise control and public protection with the Corporate Enforcement Policy.

The policy supports the following Corporate Priorities:

A Prosperous Norwich

Enables responsible growth in hospitality and leisure sectors, facilitating business activity and tourism while ensuring licensed venues contribute positively to the city's economic vibrancy.

A Fairer Norwich

Ensures public interests of neighbours and reducing risks for customers associated with venues.

What is the reason for the proposal or change (financial, legal etc)? *The Equality Act requires us to make this clear.*

The policy is subject to statutory review and has been updated in accordance with legislative changes and best practice.

Who will be affected by this strategy, policy, plan, project, contract or major change to your service?

(Please tick all that apply)

- Residents
- Visitors
- Council Staff
- Businesses
- Workers

Please state any specific client group or groups (e.g. City council tenants, visitors, people who work in the city but do not live here):

Licence holders.



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<p>Which wards will be impacted by your proposal?</p> <p><input checked="" type="checkbox"/> ALL Norwich City Council wards</p> <p><input type="checkbox"/> Bowthorpe</p> <p><input type="checkbox"/> Catton Grove</p> <p><input type="checkbox"/> Crome</p> <p><input type="checkbox"/> Eaton</p> <p><input type="checkbox"/> Lakenham</p> <p><input type="checkbox"/> Mancroft</p> <p><input type="checkbox"/> Mile Cross</p> <p><input type="checkbox"/> Nelson</p> <p><input type="checkbox"/> Sewell</p> <p><input type="checkbox"/> Thorpe Hamlet</p> <p><input type="checkbox"/> Town Close</p> <p><input type="checkbox"/> University</p> <p><input type="checkbox"/> Wensum</p>	<p>Does your proposal impact any of the council’s Reducing Inequality Target Areas (RITAs)?</p> <p><i>When specifying RITA areas, please refer to the area's profile which can be found through this link to the Indices of Multiple Deprivation (IMD) and consider its specific characteristics to inform this EqIA.</i></p> <p><input type="checkbox"/> Catton Grove</p> <p><input type="checkbox"/> Earlham</p> <p><input type="checkbox"/> Heartsease</p> <p><input type="checkbox"/> Mid Lakenham</p> <p><input type="checkbox"/> Mile Cross</p> <p><input type="checkbox"/> North City Centre</p> <p><input type="checkbox"/> Pilling Park</p> <p><input type="checkbox"/> Vauxhall Street</p> <p><input type="checkbox"/> West Pottergate and Russell Street</p>
<p>What outcomes do you want to achieve, why and for who? <i>(include references to specific groups of people and the inequalities faced, including health inequalities)</i></p> <p>The aim of this Statement of Licensing Policy is to set out how the Licensing Authority will exercise its functions under the Licensing Act 2003 to promote the four statutory licensing objectives: the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm. This policy provides a clear and consistent framework for licensing decisions, ensuring transparency, fairness, and responsiveness to local needs while balancing the interests of businesses, residents, and the wider community.</p> <p>The policy is a statutory requirement under the Licensing Act 2003.</p>	
<p>What evidence and data has been used for this assessment, including community engagement and consultation? <i>(include links to data sources, consultations etc)</i></p> <p>A 12-week public consultation will be undertaken with a range of stakeholders including Norfolk Constabulary, Norfolk Fire and Rescue Service, Norfolk County Council (Public Health, Children & Adult Social Services, Trading Standards), Norwich City Council (planning, Environmental Protection, Food and Health & Safety), HMRC, Home Office Immigration, persons/bodies representative of local holders of premises licences, persons/bodies representative of local holders of club premises certificates, persons/bodies representative of local holders of personal licences, persons/bodies representative of businesses and residents in the area, members and the public.</p>	



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Who implements, carries out or delivers the policy, practice, service or function? (*Officer role/team/body and other organisations who deliver under procurement or partnership arrangements*)

Norwich City Council’s Licensing Team administrate and enforce the legislation this policy is made under.

Will anyone be disproportionately affected by what you are proposing, and/or will it create any benefits? (*customers, employees, groups in the wider community etc*). You may refer to this template’s [EqIA guidance document](#) for suggested equality considerations.

The application processes are prescribed in legislation and supporting regulations. The activity that the applicant is seeking to be licensed need to address the four licensing objectives. The Licensing Authority’s discretion and decision-making role is only engaged following a relevant representation being lodged in respect of an application. Any decisions made by the Licensing Authority must be to address the promotion of the four statutory licensing objectives.

If yes, complete the relevant sections overleaf for any benefits and adverse impacts identified.

Affected group	Key findings from analysis of data and evidence. Identify any gaps in data here	Level & type of impact:		Actions to mitigate impacts, maximise benefits or address identified gaps in data	By when dd/mm/yy
A group defined by age (<i>please specify the age range</i>)	Objective of protection of children from harm. Controls on late-night venues reduce risk to young people.	<input checked="" type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input checked="" type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	Clear enforcement strategy and engagement with partners. Legislation requires applicants to be 18 or over. Promote safeguarding training for premises staff.	Ongoing
Those with physical access or mobility needs	This protected characteristic cannot, by law, be something which limits someone's ability to enter a licensed	<input type="checkbox"/> Positive impact	<input type="checkbox"/> Low impact	N/A	N/A



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	venue. Public safety is a licensing objective. No specific impact identified.	<input type="checkbox"/> Adverse impact	<input type="checkbox"/> Medium impact <input type="checkbox"/> High impact		
Those that identify as disabled <i>(specify disability; if multiple disabilities, please enter each on a new line)</i>	This protected characteristic cannot, by law, be something which limits someone's ability to enter a licensed venue. Public safety is a licensing objective. No specific impact identified.	<input type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	N/A	N/A
Gender reassignment <i>(those proposing to undergo, are undergoing or have undergone transition from one gender to another)</i>	Licensing objective of prevention of crime and disorder and supports the safety of individuals especially in late night venues. Risk of harassment or discrimination in some venues.	<input checked="" type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input checked="" type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	Work with police to ensure any incidents are followed up. Promote inclusive training for premises staff.	Ongoing
Marriage and civil partnership	This protected characteristic cannot, by law, be something which limits someone's ability to enter a licensed venue. No specific impact identified	<input type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	N/A	N/A



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Pregnancy and maternity	This protected characteristic cannot, by law, be something which limits someone's ability to enter a licensed venue. No specific impact identified	<input type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	N/A	N/A
Race/ethnicity	<p>Licensing objective of prevention of crime and disorder and supports the safety of individuals especially in late night venues.</p> <p>Risk of harassment or discrimination in some venues.</p>	<input checked="" type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	<p>Work with police to ensure any incidents are followed up.</p> <p>Promote inclusive training for premises staff.</p>	Ongoing
Religion and belief <i>(define the religion or belief affected; if multiple beliefs, enter a new line for each defined disability)</i>	This protected characteristic cannot, by law, be something which limits someone's ability to enter a licensed venue. No specific impact identified.	<input type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	N/A	N/A
Sex	<p>Policy contributes to safer nightlife for women and girls.</p> <p>Licensing objective of prevention of crime and disorder and supports the safety of</p>	<input checked="" type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input checked="" type="checkbox"/> Low impact <input type="checkbox"/> Medium impact	<p>Encourage participation in schemes like "Ask for Angela".</p> <p>Promote safeguarding training for premises staff.</p>	Ongoing



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	<p>individuals especially in late night venues.</p> <p>Potential vulnerability to harassment / assault in late-night environments.</p>		<input type="checkbox"/> High impact		
Sexual orientation	<p>Licensing objective of prevention of crime and disorder and supports the safety of individuals especially in late night venues.</p> <p>Risk of harassment or discrimination in some venues.</p>	<input checked="" type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input checked="" type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	<p>Work with police to ensure any incidents are followed up.</p> <p>Promote inclusive training for premises staff.</p>	Ongoing
Socio-economic hardship (<i>includes unemployment, low income, food insecurity, and difficulty accessing healthcare and education</i>)	No specific impact identified.	<input type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	N/A	N/A
Refugees and Migrants	No specific impact identified.	<input type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	N/A	N/A



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Armed Forces <i>(includes those who have served or continue to serve in our Armed Forces)</i>	No specific impact identified	<input type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	N/A	N/A
Other groups <i>(includes care leavers, carers, people sleeping rough, or any other marginalised or vulnerable group)</i>	No specific impact identified	<input type="checkbox"/> Positive impact <input type="checkbox"/> Adverse impact	<input type="checkbox"/> Low impact <input type="checkbox"/> Medium impact <input type="checkbox"/> High impact	N/A	N/A

Are there any negative impacts that cannot reasonably be avoided? *(If so, on balance, describe your rationale for why it is still appropriate to proceed with the proposal).*

None at this time but the results of the consultation will be assessed accordingly.

How has the equality impact assessment informed or changed the proposal?

Not at this time but the results of the consultation will be assessed accordingly and where appropriate, feedback from the consultation may inform further development of the policy.



What actions have been identified going forward?

Necessary changes following review of consultation feedback implemented as appropriate, partnership working particularly with police, ongoing promotion of training and best practice initiatives with licensed venues.

How will the impact of your proposal and actions be measured moving forward? (Include dates where possible for when you will update this EqIA accordingly.)

The results of the consultation will be assessed accordingly and the EqIA updated once the policy returns to committee.

Negative outcomes action plan: *Where you have ascertained that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.*

Actions identified from EqIA	Target completion date (dd/mm/yy)	Responsible Officer (role)	Comments	Action complete
				<input type="checkbox"/>
				<input type="checkbox"/>

Once complete, please email assessment to: strategy@norwich.gov.uk.

For the assessment to be final, the relevant people agreeing it must sign it off below.

Officer completing assessment	Tiffany Bentley	Date	22/01/2026
Senior leadership team sponsor	Nicholas Austin	Date	30/01/2026
Equality lead (strategy team)	Joe Siggins	Date	23/01/2026



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