

# General information for participants on Garama's UK-based professional training courses

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## Welcome

Thank you for choosing to participate in one of Garama 3C Ltd's professional training courses. Useful information concerning travel, training venues, accommodation and other logistical issues is provided below, along with some general information about Norwich and the surrounding area that may be of interest to those staying in Norwich a little longer.

Please don't hesitate to contact us if you have any further questions about your visit to Norwich. You can reach us by email at [training@garama.co.uk](mailto:training@garama.co.uk), or by phone on +44 1603 568 097 or +44 7919 402 918.

## Venue

Our UK-based courses are held either at the Garama office (small groups only) or at the Enterprise Centre at the University of East Anglia, both of which are in the city of Norwich. Confirmation of the venue will be sent to you in advance. Details of each venue are provided below. If you have any trouble finding or accessing the venue on the day, please call us on +44 7919 402 918.

### Garama office

Training for smaller groups (up to a maximum of 10 people) often takes place in Sackville Place Business Centre, where the Garama office is located (Suite 18 on the 3<sup>rd</sup> floor). The address of the office is:

Garama 3C Ltd  
Suite 318  
Sackville Place Business Centre  
44-48 Magdalen Street  
Norwich NR3 1JU.

Our telephone number is +44 1603 568 097. The location of the office is marked on Map 2 at the end of this document.

To find the office from the city centre, head away from the Cathedral and the city centre along Magdalen Street. Sackville place is located on the left, immediately after the King's Head pub, opposite a small church and the Passage to India Restaurant, and before the flyover and the 1960s concrete architecture of Anglia Square. Turn left immediately after 'La Petite' café and tea room into the entrance of Sackville Place and ring the buzzer on the door on your left, at the end of the passage. Reception will open the door and the conference room will be signposted. If you arrive early and there is no-one on reception, call us on 07919 402 918.

### Enterprise Centre, University of East Anglia (UEA)

The Enterprise Centre is UEA's newest building and, according to its website, is "Britain's greenest and one of the most sustainable buildings in Europe" (as of mid-2016). The Centre is run by the [Adapt Low Carbon Group](#), and the building offers a great environment for training.

UEA is situated about 3 km west of Norwich city centre, on Earlham Road. The address of the centre is:

The Enterprise Centre  
University of East Anglia  
Norwich Research Park  
Norwich NR4 7TJ

The telephone number of the centre is +44 (0)1603 591366, and its website is <http://theenterprisecentre.uea.ac.uk/>.

To find the Enterprise Centre head west of Norwich city centre along Earlham Road (UEA is signposted). Turn left into the main entrance of UEA. The Enterprise Centre is on the right after the entrance to Earlham Park and the small car park. It is before you reach the UEA Sportspark on the opposite side of the road. You can also find information on getting to the Enterprise Centre on the centre's website at:

<http://theenterprisecentre.uea.ac.uk/location>.

Parking at UEA can be expensive and problematic, although if you stay at Broadview Lodge on campus parking is included. The Enterprise Centre can issue daily parking permits at a cost of £5. See here for information on parking at UEA: <https://portal.uea.ac.uk/estates/travel-and-transport/by-car/parking-for-visitors>.

If you are staying in the city centre, you can take a number 25 or 26 bus to UEA. The bus route starts at the railway station and has stops on Castle Meadow and at other points between the city centre and UEA (see Map 1 at the end of this document).

## Getting to Norwich

Norwich is located in the county of Norfolk, in the east of England. It has a small international airport and good rail connections to London.

### By air

You can fly to Norwich via Schiphol airport in Amsterdam (Netherlands). There are several flights a day between Schiphol and Norwich, and the flight time is approximately 45 minutes. On landing you can arrange a taxi with the taxi office located immediately after arrivals on the left, next to the exit. A taxi to the centre of Norwich should take about 10 minutes and cost about £10. Flying into Norwich saves you a 3-hour journey by train from any of the London airports (longer by coach). You can leave the city centre about 90 minutes before your flight on the way out (check-in time is one hour). If flying out of London you will need to leave at least 5 hours before the departure of your flight for travel from Norwich and check in.

If you are flying into London you will need to take a train to Norwich (see below).

## By rail

If you are entering the UK via a London airport or from continental Europe via the Eurostar, you will need to take a train from London Liverpool Street station. An off-peak return ticket from London to Norwich will cost around £60. A peak/anytime ticket will cost around £120. The most likely entry point to the UK via London is Heathrow airport. The fast Heathrow Express takes about 15 minutes to get to Paddington Station in central London, from where you will need to take the London Underground (Circle Line) to Liverpool Street. Alternatively, you can take the London Underground all the way from Heathrow to Liverpool Street, changing from the Picadilly Line to the Central Line at Holborn. The Underground is significantly cheaper than the Heathrow Express, and does not take that much longer than taking the Heathrow Express and Circle Line. You also avoid the often annoyingly long stops and train changes on the Circle Line at Edgware Road.

If you are booking a ticket to or from Norwich you should be able to buy one for your entire journey that includes the London Underground. This is cheaper than buying a separate underground ticket (these are very expensive). If you cannot buy a ticket to Norwich at the airport station, make sure to buy it at the central London station at which you arrive (Paddington from Heathrow, Victoria from Gatwick), rather than at Liverpool Street. This should enable you to cover the underground as part of your journey to Norwich, rather than buying a separate ticket.

The journey from Liverpool Street to Norwich takes about 2 hours. You can easily walk into Norwich city centre from the rail station, or take a taxi from the station to your accommodation (the fare should be around £6 to any centrally located accommodation or the Garama office; £10 to UEA).

To check train times and fares, and to buy tickets, you can use either of the following websites:

<http://www.nationalrail.co.uk/>

<http://www.thetrainline.com/>

See the map at the end of this document for the location of the railway station relative to the office and accommodation options.

*If you need any advice on other ways of travelling to Norwich (coach, car, ferry), please let us know.*

## Accommodation

Accommodation options are listed below, with those we particularly recommend on the basis of location, proximity to venues, quality and value for money are indicated by **(R)**. Prices are based on 2016 rates. You can also find details of these options via the interactive map<sup>1</sup> at <http://bit.ly/1pOaJuy>, and on the Garama website at: <http://www.garama.co.uk/training/accommodation-options/> (see also Maps 2 and 3 at the end of this document).

For training courses held at the University of East Anglia (UEA) we recommend [Broadview Lodge](#) on UEA campus. The [Cringleford Guest House](#) and [Arrandale Lodge](#) offer bed and breakfast accommodation within walking distance of UEA. The [Georgian Townhouse](#) and [38 St Giles](#) are a lengthy but manageable walk from UEA. These and the [Travelodge Norwich Central](#) are all relatively close to stops for the [Number 25 bus](#) that runs from the railway station to UEA.

The other accommodation options listed below are all within walking distance of the city centre or railway station (from where you can get a bus to UEA), and the Garama office. You can hire bicycles at [Norwich railway station](#) (or see [here](#)) or the [Bicycle Links](#) (not far from the station) – this is a good way of getting around the city, and it's a 15-20 minute ride from the city centre to UEA.

### Accommodation near UEA campus training venue

- **Broadview Lodge (R)** Hotel standard accommodation on UEA campus, run by the university. £60 / £74 per night single / double room (May 2016). Book early.  
<https://www.uea.ac.uk/about/visiting-staying/visitor-accommodation/broadview-lodge>
- **Arrandale Lodge (R)** Boutique bed and breakfast accommodation on Earlham Road, about 10 minutes walk to UEA. £80-90 (May 2016).  
<http://www.norwichbedandbreakfast.co.uk/>
- **Cringleford Guest House (R)** High standard bed and breakfast accommodation within walking distance of UEA (either along the road or via a more picturesque route along the river and past UEA Broad). £85-£160 per night (May 2016).  
<http://www.cringlefordguesthouse.co.uk/>

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<sup>1</sup> Click on a marker on the map, or on the name of the accommodation in the box on the left, to reveal more information, including a brief description and a link to the relevant website for online booking and/or contact info. The map also includes locations of training venues, transport links, places to eat and drink, and other places of interest.

### Accommodation convenient for bus routes to UEA

- **The Georgian Townhouse (R):** Recently refurbished hotel and restaurant in convenient location for Norwich's historic city centre and the bus route to UEA. £95 per night including breakfast (quote for week of 9-13 Feb. 2015). Good food and a nice environment. <http://www.thegeorgiantownhousenorwich.com/rooms>.
- **38 St Giles (R):** Small boutique hotel/bed and breakfast in a good location very close to the city centre and convenient for the Unthank Road stop for buses to UEA. Good reports. Single room from £90-120 including breakfast (Jan. 2015).
- **St Giles House Hotel:** Higher-end, refurbished hotel, location as 38 St Giles. Rates variable from £120 per night (Jan. 2015). <http://stgileshousehotel.com/>.
- **Travelodge Norwich Central:** A cheap option that is adequate (with some idiosyncrasies), in a central location. Rates variable from around £33 per night. For those on a budget or with trouble finding accommodation at short notice. <http://www.travelodge.co.uk/hotels/288/Norwich-Central-hotel>.
- **Travelodge Norwich Central Riverside Hotel:** Adequate and reasonable budget hotel chain, central location. Rates variable, from around £35 per night (Jan. 2015). (Don't confuse with Travelodge Norwich Central, above!). <http://www.travelodge.co.uk/hotels/416/Norwich-Central-Riverside-hotel>.

### Accommodation near the Garama office

- **Gothic House Bed and Breakfast (R):** Just 2 rooms only, next to the Garama office, Single room £65 per night including breakfast (Jan. 2015). <http://www.gothic-house-norwich.com/>.
- **Number 17 (R):** Family run bed and breakfast just round the corner from the Garama office, in a historic building conveniently located for the city centre. Early booking recommended. Single room £55 per night including breakfast (Jan. 2015). <http://number17norwich.co.uk/>.
- **The Maids Head Hotel (R):** Convenient location for the Garama office, and a short walk to the bus stops on Castle Meadow for UEA, reputed to be the oldest hotel in the UK. Rates variable, from under £100 (Jan. 2015; check prices using booking form on website). <http://maidsheadhotel.co.uk/>.
- **Premier Inn Duke Street (R):** Decent quality budget hotel chain, close to the Garama office and in a good location (also opposite Golden Star pub - recommended for good, reasonably-priced food and drinks, and round the corner from recommended Last Wine Bar restaurant). Rates variable from £35 (Jan. 2015). The most popular choice of accommodation for our course participants for training held at the Garama office.

<http://www.premierinn.com/en/hotel/NORCIT/norwich-city-centre-duke-street?cmp=GLBC>.

### Accommodation near railway station (and bus to UEA)

- **William IV:** Reasonable and decently reviewed hotel/bed and breakfast about 15 minutes walk from the city centre, relatively close to the railway station (and buses to UEA). Rates from around £50 including breakfast (Jan. 2015). <http://www.william-iv.com/>.
- **The Stracey Hotel:** Reasonably priced hotel about 15 minutes walk from the city centre, near Norwich railway station. From £55 per night including breakfast (Jan. 2015). <http://www.straceyhotel.co.uk/>.

## Getting around Norwich

Norwich is a small city, and you shouldn't need to use any mode of transport other than your feet to get around the city centre. With the exception of the options listed as being located at or near the UEA training venue, all the suggested accommodation is in or very close to the city centre and within walking distance of bars, restaurants and other attractions.

### Between the city centre and UEA

The main transport requirement is likely to be for travel between the city centre and the UEA, for any training held on UEA campus. The best option here is to take a number 25 or 26 bus from one of the stops in the city centre (see route Map 1 at the end of this document). These buses also stop at the railway station. A taxi from the city centre to UEA should cost around £6-8 (more in a black cab from the station). Black cabs are more expensive – you are better off calling a cab (see below for numbers). Cycling is another option (see below for details).

### Taxis

There are **taxi ranks** at the railway station, bus station, the market place (outside the Tesco supermarket and medieval Guildhall), and also at the southern end of Tombland near Zizzi's restaurant and All Bar One. The following are telephone numbers for city taxi firms (all should be preceded by the code +44 1603 unless dialing from a local landline): 666333; 619619; 455555; 660660; 767676. Of these, we'd recommend **Bestway Taxis (666333)** on the basis of responsiveness and waiting times.

## Buses

**Buses** depart from the railway station and Castle Meadow, a continuation of Prince of Wales Road which heads from the railway station into the city centre (past the castle as the name suggests), and from numerous stops throughout the city centre. Norwich has a central bus station at the western end of St Stephen's Street, off Surrey Street and Queen's Road. Buses and coaches from other towns and cities, and from the London airports, will stop here. The bus station is adjacent to the Travelodge Norwich Central (see Accommodation). Buses to other destinations in Norfolk depart from the bus station and can be boarded at various stops around the city centre. You can find bus timetables and maps of bus routes at:

[http://www.firstgroup.com/ukbus/suffolk\\_norfolk/](http://www.firstgroup.com/ukbus/suffolk_norfolk/).

See Map 1 at the end of this document for the routes of the 25 and 26 buses between the railway station and UEA, via the city centre.

## Cycling

Cycling is a good way of getting around the city, and it's a 15-20 minute ride from the city centre to UEA. If you have more time, the Marriott's Way (<http://www.marriottsway.info/>) is a 17 mile cycle route that runs out of the city west towards the town of Reepham to join the UK National Cycle Network, and is a good way of blowing the cobwebs away.

You can hire bicycles at Norwich railway station. See the following links for information:

- <http://visitnorwich.co.uk/index.php/explore-and-experience/outdoor-pursuits/listing/cycle-hire-from-albelio-greater-anglia/>
- <http://www.bikeandgo.co.uk/locations/east-of-england/norwich/>

You can also hire bicycles from Bicycle Links, not far from the station. See:

- <http://bicyclelinks.org.uk/>.

## Eating and drinking

The fee for each course includes dinner on one night and lunch on each day of the course, as well as morning and afternoon tea and coffee. Lunch will be either at the venue or (for training in the city centre) at a local café.

On evenings when dinner is not arranged (and if you are staying in Norwich either side of the course), you can choose from a wide range of good restaurants within easy walking



distance of the most of the accommodation (excluding that near UEA), as well as a range of good pubs and bars.

Some recommended cafes, restaurants, pubs and bars are marked on the interactive map at <http://bit.ly/1pOaJuy>. Click the 'Bars and restaurants' box near the bottom left of the screen to reveal a list of eating and drinking venues and their locations on the map. Click on a venue on the map or in the list to reveal more information.

Special mention should be made of the following recommended venues in the city centre (see the map at the above link for locations and further details):

- **Alley Olé.** Bridewell Alley, Norwich city centre, near other venues listed below. Reasonably priced and highly recommended Spanish Tapas bar.
- **Bishop's Restaurant and Wine Bar.** On St Andrews Hill, a little way up from Cinema City and the Dining rooms (which are on the corner with St Andrews Street). Small and classy, with good food and wine.
- **Dining Rooms at Cinema City.** Another fantastic old Norwich building housing an art house cinema with a nice bar and a decent restaurant (better for dinner than lunch).
- **East 26,** Exchange Street (heading north from the Market Place). Relatively new restaurant serving small dishes (essentially a British version of tapas), with good food and some very interesting cocktails. The Basil Gimlet is a must if you're not tea-total.
- **Golden Star pub,** opposite the Premier Inn Duke Street. A small, friendly pub that keeps good beer but also offers breakfast, lunch and dinner. Evening meals are reasonably priced and come highly recommended, with a focus on local ingredients. A good 'local' for anyone staying at the Premier Inn on Duke Street or near the Garama office.
- **King's Head pub,** next to the building housing the Garama office. Traditional, friendly Norwich pub serving good beer.
- **The Last Wine Bar,** on the corner of St George's Street and Colegate, round the corner from/back of the Premier Inn (Duke Street) and Golden Star. Good restaurant with good food and an attractive bar – you can wander in for a drink even if you're not eating.
- **Madder Kitchen,** 20 St John Maddermarket. Good food from a small menu, in a lovely old listed building.
- **Norwich Playhouse,** on St George's Street, just a little way up from the Last Wine Bar. Arts venue with a cosy bar and a very (in summer!) inviting terrace.
- **Rumsey Wells pub.** Another recommended Norwich pub, St Andrews Street, down the hill west from Cinema City/The Dining Rooms.
- **St Andrews Brewhouse.** Bar and restaurant at the top of St George's Street, opposite St Andrews Hall to the east and Cinema City to the south, serving good beer brewed on the premises and a limited but excellent food menu. Good atmosphere and very relaxed.

- **Various venues on St Benedicts Street etc.** St Andrews St (see Rumsey Wells). merges into St Benedicts St, along which can be found a number of restaurants, bars, cafes and pubs. Good pubs/bars are The Bicycle Shop, the Mash Tun, The Plough, and the 10 Bells. If you make it to the end of St Benedicts St you can cross the main/ring road onto Dereham Road, where you will find the Reindeer pub on the left. This does good food and is a nice pub. Even further along Dereham Road you can turn right down Nelson Street and find the legendary Fat Cat pub – a national award-winning pub with a dazzling range of real ales. This route makes for a good pub-crawl if you have the inclination and the stamina.

Magdalen Street, where the Garama office is located, houses a number of Indian restaurants, and is a good place to find Halal food.

## Other activities in and near Norwich

Those of you staying in Norwich longer (and we really recommend you do if you have the time) may want to explore the city or the surrounding countryside a bit more.

### Places of interest and things to do in Norwich

Norwich itself is a historic city, and much of its medieval architecture is still intact, as is apparent when walking around the city centre. The old city walls are still visible in many locations, and enclose the city centre, running alongside much of the inner ring road (they can be seen at the end of St Benedict's Street and also at the end of Magdalen Street near the Garama office). One of the best preserved parts of Medieval Norwich is Elm Hill, which joins Magdalen Street south of the Garama office, near Tombland and the cathedral. The city's historic cathedral is worth a visit, as is the Castle Museum. Many historic buildings are still in day-to-day use – Bedford's bar on Bedford Street is known for its crypt, which functions as bar and music venue, and Cinema City (which shows less mainstream films than the regular multiplexes) is housed in a historic merchant's house. Even if you're not intending to see a film, the bar and restaurant in Cinema City are worth a look. Cinema City is opposite the historic St Andrew's and Blackfriars Halls, venues for everything from beer festivals to classical music concerts.

On a more mundane level, Norwich is excellent for shopping. The compact city centre houses two shopping malls (Castle Mall and Chapelfield Mall), where you can find major national and international chains, as well as a host of independent shops whose density is greatest in and around the Norwich Lanes and St Benedict's Street, just north of the

market. The market, which is open 6 days a week until about 4pm, is worth a visit (Burgill's, opposite the herb and spice stall, do excellent coffee).

For cultural activities you can try the Theatre Royal on Theatre Street (plays and shows), Norwich Arts Centre on St Benedict's Street (concerts and other events), the Playhouse on St George's Street near the training venue (plays, stand-up comedy, and a nice bar and outdoor terrace), and the Forum above/west of the market (exhibitions and the occasional activities such as farmers' markets, music, etc). The University of East Anglia (UEA) houses the Sainsbury Centre for Visual Arts, which includes galleries displaying a mix of cultural and archaeological artefacts and contemporary art. UEA campus and the adjacent Earlham Park are also good for walking and running.

If you're a fan of religious architecture, Norwich has an abundance of historic churches. It used to be said that Norwich had a pub for every day of the year, and a church for every week. More information about these fine buildings can be found here:

<http://www.norwich-churches.org/>

<http://norwichmedievalchurches.org/theproject/>

For those of you who like to walk or run, a pleasant route (about 4km) from very near to the Garama office can be taken by following the river east from the bridge near the King of Hearts café on Magdalen Street. This passes Cow Tower, part of the city's medieval fortifications, and Pull's Ferry, where you can turn right towards the Cathedral and into the picturesque Cathedral Close, from where you can exit back onto Tombland at the end of Magdalen Street. If you continue along the riverside path from Pull's Ferry you can exit onto the eastern end of Prince of Wales Road through the courtyard of the Complete Angler pub, across the road from the station. Sections of this route close after dusk. The route is marked on the interactive map at <http://bit.ly/1pOaJuy>. UEA is surrounded by park land and marsh, and is excellent for running or walking.

## Around Norwich

If you want to get out of the city you have a number of options. Whitlingham Country Park (<http://www.south-norfolk.gov.uk/leisure/1226.asp> / <http://bit.ly/1ivuUNq>) is situated on the southern outskirts of the city and is accessible by bus (take a bus to Trowse from the city centre). The Marriot's Way is a walking and cycling path that follows an old railway line out from the centre of Norwich and runs some 17 miles to the town of Reepham, where it connects with other elements of the national cycle network. You can hire bicycles from Bicycle Links (<http://www.bicyclelinks.org.uk/>) on Duke Street, near the training venues and the Premier Inn.

## Further afield in Norfolk

Further afield is rural North Norfolk, known for its picturesque villages and coastline, which is popular with walkers and bird watchers. You can take a train to the coastal towns of Cromer and Sheringham. From Sheringham you can take a steam train to Weybourne and Holt. You can also take the excellent Coasthopper bus from Sheringham all the way along the North Norfolk coast. See <http://www.coasthopper.co.uk/> for information on this service and its destinations. See <http://www.norfolktouristinformation.com/> for general tourist information about North Norfolk, and <http://www.visitnorfolk.co.uk/> for visitors' information about Norfolk at large. If you like walking, you might be interested in the Norfolk Coastal path, which runs from Sea Palling to Hunstanton. The most spectacular and wildest part of this route is between Sheringham and Burnham Deepdale, becoming wilder as you travel west towards the latter. More information is available at the following websites:

<http://www.nationaltrail.co.uk/peddars-way-and-norfolk-coast-path>

[http://www.norfolk.gov.uk/Leisure\\_and\\_culture/Norfolk\\_Trails/Long\\_distance\\_trails/Norfolk\\_Coast\\_Path\\_including\\_England\\_Coast\\_Path/index.htm](http://www.norfolk.gov.uk/Leisure_and_culture/Norfolk_Trails/Long_distance_trails/Norfolk_Coast_Path_including_England_Coast_Path/index.htm)

The Norfolk coast, and much of the inland Norfolk and East Anglia at large, is highly vulnerable to sea-level rise, and there are a number of towns and villages that have been wholly or partially abandoned as a result of coastal erosion, perhaps most famously Happisburgh (pronounced 'Haysburgh'). See the village website at <http://www.happisburgh.org/history/sea/coastal-erosion>. See also:

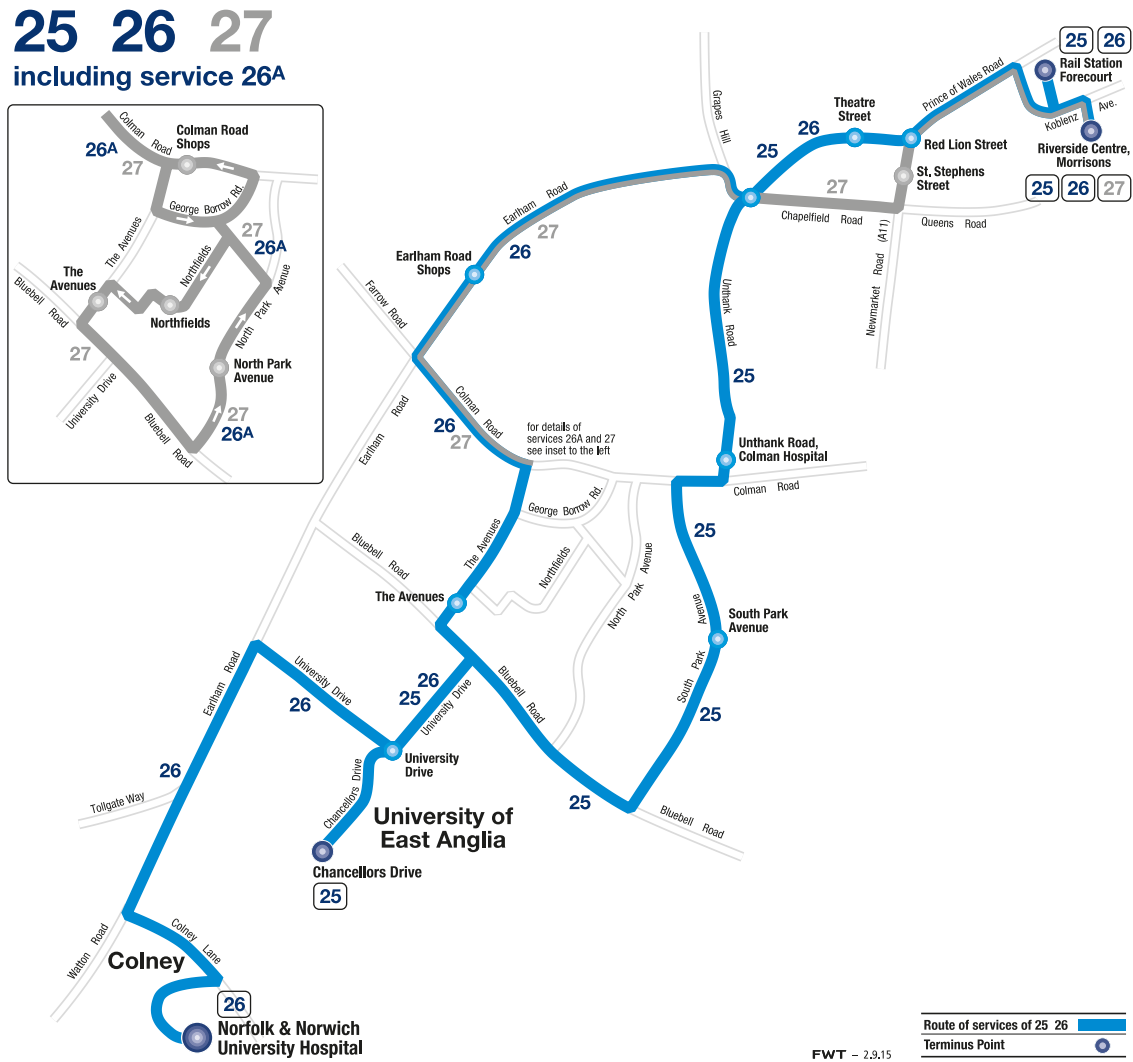
[http://www.edp24.co.uk/news/environment/photo\\_gallery\\_exhibition\\_reveals\\_secrets\\_of\\_norfolk\\_s\\_lost\\_villages\\_1\\_1485864](http://www.edp24.co.uk/news/environment/photo_gallery_exhibition_reveals_secrets_of_norfolk_s_lost_villages_1_1485864).

The train from Norwich to Sheringham stops at a number of stations on the Norfolk Broads, the UK's largest protected wetland area, created by the medieval practice of digging peat for fuel. See <http://www.broads-authority.gov.uk/> for information about the Norfolk Broads.

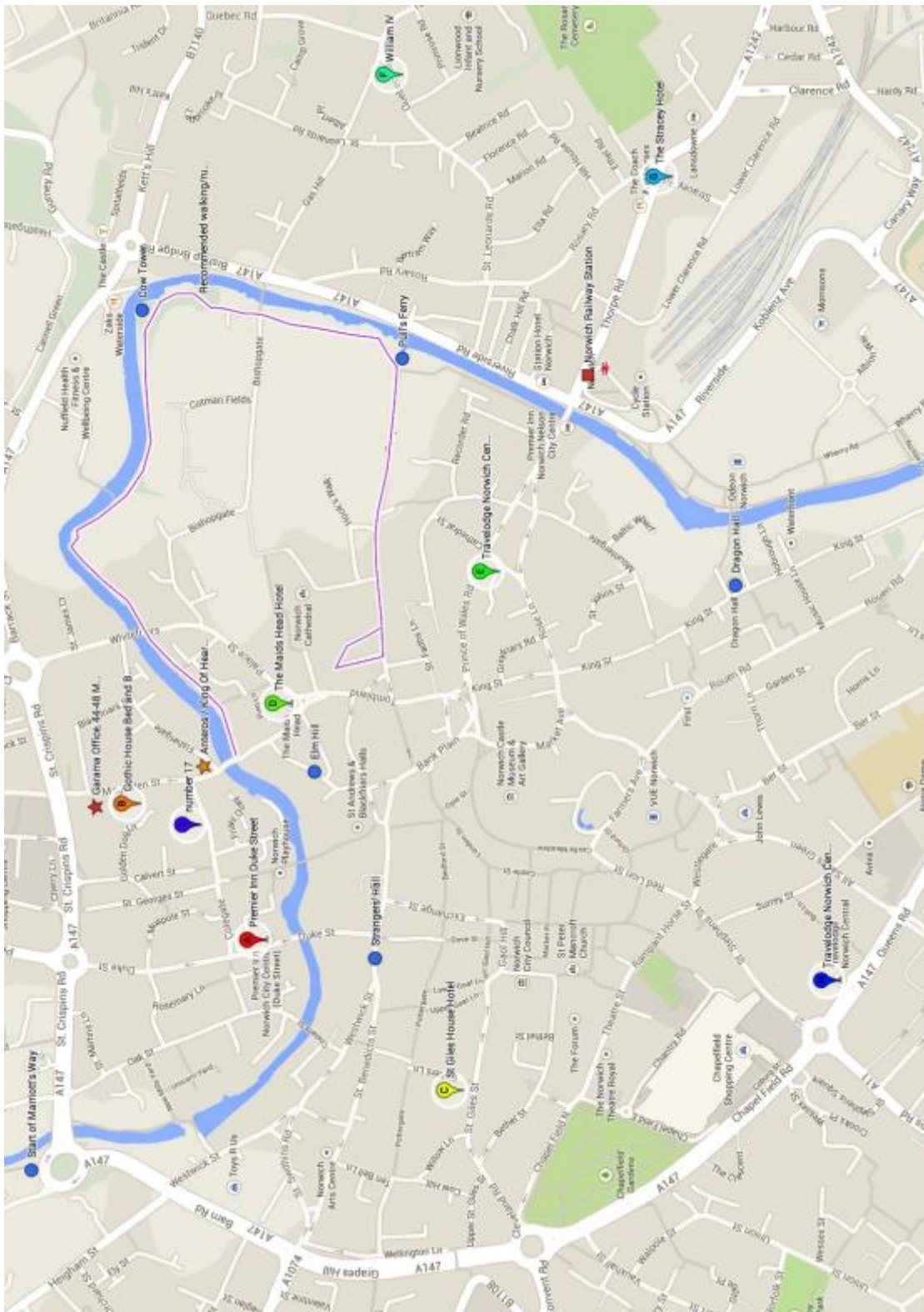
Garama 3C Ltd, Sacville Place Business Centre, 44-48 Magdalen Street, Norwich NR3 1JU, UK  
+44 1603 568 097 / +44 7919 402 918 - training@garama.co.uk - www.garama.co.uk

## MAPS

MAP 1. Bus routes 25 and 26 between the railway station and the University of East Anglia (UEA), via Norwich city centre.



MAP 2. Norwich city centre, showing the Garama office/Sackville Place (stars), accommodation (pins), selected places of interest (blue circles), and a walking/running route near the training venues (purple line).



MAP 3. Location of the Enterprise Centre (red star) on the campus of the University of East Anglia (UEA), in relation to Norwich city centre, with nearby accommodation.

