Operating Plan

Orkney Islands Area Licensing Board

Licensing (Scotland) Act 2005, section 20

Question 1: Statement regarding alcohol being sold on premises or off premises or both.		
1(a).	Will alcohol be sold for consumption solely ON the premises.	Yes☐ No*☐
1(b).	Will alcohol be sold for consumption solely OFF the premises.	Yes☐ No*☐
1(c).	Will alcohol be sold for consumption both ON and OFF the premises.	Yes☐ No*☐
Select as appropriate.		

Question 2: Statement of Core times when alcohol will be sold for consumption ON premises.		
Day	**ON Consumption.**	
	Opening time.	**Terminal hour.**
Monday.		
Tuesday.		
Wednesday.		
Thursday.		
Friday.		
Saturday.		
Sunday.		

Question 3: Statement of Core times when alcohol will be sold for consumption OFF premises.		
Day.	**OFF Consumption.**	
	Opening time.	**Terminal hour.**
Monday.		
Tuesday.		
Wednesday.		
Thursday.		
Friday.		
Saturday.		
Sunday.		

Question 4: Seasonal Variations.	
Does the applicant intend to operate according to seasonal demand.	Yes ☐ No* ☐
*If Yes – provide details:	

Question 5: Please indicate the other activities or services that will be provided on the premises in addition to supply of alcohol.			
Column 1.	**Column 2.**	**Column 3.**	**Column 4.**
5(a) Activity.	**Please confirm Yes / No.**	**To be provided during core licensed hours. Please confirm Yes / No.**	**Where activities are also to be provided outwith core licensed hours. Please confirm Yes / No.**
Accommodation.		N/A.	N/A.
Conference facilities.			
Restaurant facilities.			
Bar meals.			
5(b) Activity. Social functions including:	**Please confirm Yes / No.**	**To be provided during core licensed hours. Please confirm Yes / No.**	**Where activities are also to be provided outwith core licensed hours. Please confirm Yes / No.**
Receptions including weddings, funerals, birthdays, retirements, etc.			
Club or other group meetings.			
5(c) Activity. Entertainment including:	**Please confirm Yes / No.**	**To be provided during core licensed hours. Please confirm Yes / No.**	**Where activities are also to be provided outwith core licensed hours. Please confirm Yes / No.**
Recorded music (see 5(g)).			
Live performances (see 5(g)).			
Dance facilities.			
Theatre.			

Films.			
Gaming.			
Indoor/outdoor sports.			
Televised sport.			
5(d) Activity.	**Please confirm Yes / No.**	**To be provided during core licensed hours. Please confirm Yes / No.**	**Where activities are also to be provided outwith core licensed hours. Please confirm Yes / No.**
Outdoor drinking facilities.			
5(e) Activity.	**Please confirm Yes / No.**	**To be provided during core licensed hours. Please confirm Yes / No.**	**Where activities are also to be provided outwith core licensed hours. Please confirm Yes / No.**
Adult entertainment.			
Where you have answered Yes in respect of any entry in column 4 above, please provide further details below:			

5(f) Any other activities. If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information:

5(g) Late night premises opening after 1.00am.	
Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	Yes☐ No*☐
When fully occupied, are there likely to be more customers standing than seated?	Yes☐ No*☐
*Select as appropriate.	

Question 6: On-sales only. Children and Young Persons.		
6(a).	When alcohol is being sold for consumption on the premises will children or young persons be allowed entry?	Yes ☐ No ☐ *Select as appropriate.
6(b).	Where the answer to 6(a) is Yes, provide a statement of the **Terms** under which they will be allowed entry.	
6(c).	Provide a statement regarding the **Ages** of children and young persons to be allowed entry:	
6(d).	Provide a statement regarding the **Times** during which children and young persons will be allowed entry:	
6(e).	Provide a statement regarding the **Parts** of the premises to which children and young persons will be allowed entry:	

Question 7: Capacity of premises. What is the proposed capacity of the premises to which this application relates?	
On-sale (numbers of persons):	
Off-sale (length and height of alcohol display areas in metres):	

Question 8: Premises manager personal details. (Not required where application is for grant of provisional premises licence).		
8(a) Name:		
8(b) Date of birth:		
8(c) Contact address:		
8(d) Email address:		
8(e) Personal licence details:		
Date of issue:	Name of issuing licensing board:	Reference number of personal licence:

Declaration by Applicant / Agent on behalf of Applicant

If signing on behalf of the applicant please state in what capacity.
The contents of this operating plan are true to the best of my knowledge and belief.

Signature (see note below*):
Date:
Capacity – Applicant / Agent:
Telephone number of signatory:
Email address of signatory

Data Protection

*The information on this form may be held on an electronic public register which may be available to members of the public on request. For more information about how your data will be used, refer to the Board's Guidance published at https://www.orkney.gov.uk/our-services/law-and-licensing/licence-applications/alcohol-licensing/. Paper copies are available on request.
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