HIGHLAND LICENSING BOARD
FESTIVE POLICY HOURS 2026/27

Festive period extended hours policy 2026/27

From Friday 4 December 2026 (allowing extensions to licensed hours commencing Thursday 3 December into Friday 4 December);

To Saturday 2 January 2027 (allowing extensions to licensed hours commencing on Friday 1 January into Saturday 2 January only).

Premises will generally be granted the following extended hours on the following days within the festive period identified by the Board, unless, the Board consider that there are material reasons to refuse the application:

Description of Premises:	**Terminal Hour:**	**Festive Period which may be applied for:**
Late night opening premises (as defined in section 2.3 of the Board's Policy Statement 2023-28)	**0400 hrs -** if significant entertainment is provided continuously from 2200 hrs. **or** **0200 hrs -** if no significant entertainment is being provided. For the avoidance of doubt, the late opening mandatory which are imposed on late opening premises licences (including "hybrid" premises) will apply to these premises during the festive period, whether they are open to 0400 hours or open to 0200 hours as set out above.	**Thursdays, Fridays, Saturdays, Christmas Eve, Christmas Day, Boxing Day, Hogmanay and New Years Day** (irrespective of which days of the week these fall on)**.**

Other on-sales premises	**0200 hrs**	**Thursdays, Fridays, Saturdays, Christmas Eve, Christmas Day, Boxing Day, Hogmanay and New Years Day** (irrespective of which days of the week these fall on).
All on-sales premises	Applicants seeking extended hours on any of these days of the week will require to show that the additional hours are required for some other special event or occasion to be catered for on the premises, or for a special event of local or national significance other than just the fact that it is the festive season.	**Sundays, Mondays, Tuesdays and Wednesdays** (unless Christmas Eve, Christmas Day, Boxing Day, Hogmanay or New Year's Day)

- A copy of the Board's Policy Statement 2023–28 can be accessed from the link below. The Board's Policy in relation to the granting of extended hours during the festive period can be found at paragraph 2.3:-

  Highland Liquor | Highland Licensing Board Policy Statement 2023 to 2028

- Licence holders who do have such a "seasonal variation" statement in their operating plan will still require only to give notice of their intention to open during the festive period dates for the hours agreed annually by the Board, but the days on which they may open for these hours will be restricted to those identified as outlined above.

- Premises licences which include such statements in their operating plan are requested to submit to the Board and to Police Scotland, prior to **1 December 2026**, notice of the dates within the festive period on which it is intended that the premises will open until the festive period terminal hour for that category of premises. Please note that for certain premises, this notice requirement is a condition of the premises licence and accordingly must be adhered to.

- **All other premises must lodge extended hours applications if they wish to open for the festive period hours.** A large number of applications are likely to be received, all of which require to be referred to Police Scotland and the Licensing Standards Officer, who have up to 10 days to respond before they can be determined. Therefore, you are advised to lodge your completed application(s) by **no later than 23 November 2026.** Applications received after this date may not be processed in time.

  - The application fee for an Extended Hours application for the festive period is £10.00.

- **Applications should, wherever possible, be completed on-line via the Highland Council Website - www.highland.gov.uk/liquorlicence.**

- The following conditions will apply to any premises open after 0100 hrs:-

  1. A person trained to the satisfaction of the Licensing Board in administering first aid must be present on the premises from 0100 hrs. (Mandatory Condition) and

  2. A designated person who is the holder of a personal licence must be present on the premises from 0100 hrs. (Local Condition)

  Each application will be considered on its own merits and where appropriate, additional condition(s) may be attached.

  These conditions may include any one or more of the following requirements:

  - A requirement to have written policies in existence concerning evacuation of the premises and the prevention of misuse of drugs on the premises

  - A requirement to have a CCTV system installed on the premises to the satisfaction of Police Scotland and to keep it in good working order

  - A requirement to have persons responsible for checking on the safety and wellbeing of persons using any toilet facilities on the premises

  - A requirement to have a person who holds a licence granted under section 8 of the Private Security Industry Act 2002 positioned at every entrance to the premises from 0100 hours on any day when the premises are open at that time and until the premises next close.

HIGHLAND LICENSING BOARD OFFICES:

Clerk to the Board	**Inverness, Nairn, Badenoch and Strathspey areas**	**Lochaber**
Claire McArthur Highland Licensing Board Council Offices High Street Dingwall IV15 9QN Tel: (01349) 868644 claire.mcarthur@highland.gov.uk	Highland Licensing Board Glenurquhart Road Inverness IV3 5NX Tel: (01463) 785088 licensing@highland.gov.uk	Highland Licensing Board Council Offices Charles Kennedy Building Achintore Road Fort William, PH33 6RQ Tel: (01397) 707233 licensing@highland.gov.uk
Caithness and Ross areas	**Sutherland**	**Skye and Lochalsh**
Highland Licensing Board Council Offices Caithness House Market Place Wick, KW1 4AB Tel: (01955) 608214 licensing@highland.gov.uk	Highland Licensing Board Council Offices Drummuie Golspie KW10 6TA Tel: (01408) 635205 licensing@highland.gov.uk	Highland Licensing Board Council Offices Tigh na Sgire Park Lane Portree, IV51 9GP Tel: (01478) 613824 licensing@highland.gov.uk

If you wish any additional guidance or advice, please contact the **Licensing Standards Officer** in your area:-

LICENSING AREA	**LSO**	**CONTACT DETAILS**
SOUTH Inverness, Nairn, Badenoch & Strathspey	Shonnie Campbell	Tel: 01463 702259 E-mail: shonnie.campbell@highland.gov.uk
NORTH Caithness, Sutherland and Ross	Garry Cameron	Tel: 07557 566479 E-mail: garry.cameron@highland.gov.uk
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