

**Falkirk Council Licensing Board**

**Subject:** Licensing (Scotland) Act 2005  
Review of the Statement of Licensing Board Policy  
Supplementary Statement of Licensing Board Policy (Festive Trading)  
**Meeting:** Licensing Board  
**Date:** 21 March 2018  
**Author:** Consumer Protection Manager

**1. Purpose of Report**

- 1.1 The purpose of this report is to submit a draft supplementary Statement of Licensing Policy in relation to Festive Trading for consideration by the Board for the purpose of issuing it for consultation. If subsequently approved, the draft supplementary Statement of Licensing Policy would replace paragraph 11.8 of the current policy.

**2. Recommendations**

**Members are asked to:**

- 1. note the contents of the report, and**
- 2. approve the proposed supplementary Statement of Licensing Policy in relation to Festive Trading be issued for consultation.**

**3. Background**

- 3.1 The Licensing (Scotland) Act 2005 allows the Board to issue supplementary Statement(s) of Licensing Policy.
- 3.2 As members are aware, at their meeting on 9 August 2017, the Board agreed to appoint a sub group to review the Statement of Licensing Policy in accordance with statutory provision. This group has met regularly since then. One of the policy areas reviewed by the group was festive trading.
- 3.3 Paragraph 11.8 of the current policy states:

**“Festive Trading**

- 11.8 The Board recognises that during the period leading up to Christmas Day and New Year’s Day many residents wish to celebrate by attending festive events and that many such events have become regular fixtures in the social life of the community. The Board wishes to recognise this by continuing its long held practice of permitting an extra hour of trading for all premises during the festive period; that being

from the evening of the first Thursday in December until the morning of 3 January each year inclusive. The additional hour will be for premises holding *bona fide* festive functions. Whilst recognising that festive events can take many forms and that these will vary depending on the nature of the premises within which they are to be held, the Board it is of the view that a festive event or function should be more than one which simply provides additional drinking hours and should comprise one or more of the following elements - meals, buffets, dancing, disco, live entertainment such as magicians, comedians, live music etc."

#### **4. Considerations**

- 4.1 The Licensing Board sub group met on the 9 March 2018 to consider, amongst other things, the proposed change of policy in relation to festive trading. The chair of the Local Licensing Forum attended the meeting as did two other members of the Forum. The report considered at the meeting is attached as Appendix 1.
- 4.2 After considering the report, the Licensing Board sub group agreed to refer the draft supplementary Statement of Licensing Policy to the next meeting of the Licensing Board for consideration.
- 4.3 The proposed supplementary Statement of Licensing Policy to replace paragraph 11.8 is as follows:

"The Licensing Board will grant a general extension of hours on certain dates during the Festive Period which will run from mid-December to 2 January the following year. The dates for a general extension of hours will be set by the Board annually. The general extension will allow nightclub premises to extend their terminal hour for the sale of alcohol to a maximum of 4am and all other on sales premises to a maximum of 2am.

The general extension applies to on sales premises only.

Any premises requiring extended hours for dates that are not covered by a general extension must make application to the Licensing Board at least 5 weeks before the event(s)."

- 4.4 The dates agreed by the Board for general extension of hours will be published on Falkirk Council's web site.

#### **5. Consultation**

- 5.1 Should the Board be minded to adopt the draft supplementary policy as a consultative document, it will be subject of consultation with Local Licensing Forum and such other persons as the Board thinks appropriate.

## **6. Implications**

### **Financial and Resources**

- 6.1 The main implication is in relation to staffing resources required to carry out the processing of applications for extended hours.

### **Legal**

- 6.2 The Board's current Licensing Policy Statement was adopted in February 2016 in terms of section 6(1) of the Licensing (Scotland) Act 2005 following an extensive consultation process and is effective until November 2018. Preparation and development of the next version of the Licensing Policy Statement commenced in September 2017.

In terms of section 6(2) of the Act, a Board may publish a supplementary Licensing Policy Statement during the period of effect of the current Policy. A change to the Board's standard policy on festive trading would constitute a supplementary Licensing Policy Statement. In the preparation and development of a supplementary Licensing Policy Statement, in terms of section 6(3) of the Act, the Board must seek to ensure that it promotes the Licensing Objectives and that it consults with the Local Licensing Forum and such other persons as the Board thinks appropriate.

### **Risk**

- 6.3 There are no risks associated to the publishing of a supplementary Statement of Licensing Policy.

### **Equalities**

- 6.4 The Board's continued commitment to equalities issues is demonstrated in the strategy and reports that have been published since 2013.

### **Sustainability/ Environmental Impact**

- 6.5 None.

## **7. Conclusion**

- 7.1 It is concluded that from the information provided in the report the Licensing Board should approve the proposed supplementary Statement of Licensing Policy in relation to Festive Trading is issued for a six week consultation period.

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Consumer Protection Manager

Date: 14 March 2018

Contact Officer: Alison Barr, Consumer Protection Manager (telephone 501265)

### Appendices

Appendix 1 – Report to the Licensing Sub Group dated 6 March 2018 (only relevant appendices included)

### LIST OF BACKGROUND PAPERS

Nil

**Falkirk Council Licensing Board**

**Subject:** Licensing (Scotland) Act 2005  
Review of the Statement of Licensing Board Policy  
**Meeting:** Licensing Board Sub Group  
**Date:** 9 March 2018  
**Author:** Consumer Protection Manager

**1. Purpose of Report**

- 1.1 This purpose of this report is to advise members of the group of the actions undertaken since the last meeting and specifically to make a proposal for a supplementary Statement of Licensing Policy in relation to the Board's Festive Policy.

**2. Recommendations**

**Members are asked to:**

- 1. note the contents of the report,**
- 2. approve the supplementary Statement of Licensing Policy in relation to the Board's Festive Policy, and**
- 3. refer the supplementary Statement of Licensing Policy to the next meeting of the Licensing Board for consideration.**

**3. Background**

- 3.1 Members met on 19 January 2018 to progress the review of the Statement of Licensing policy. At the meeting a number of action points were identified. A note of the meeting and the action points is attached as Appendix 1.

**4. Considerations**

**Update on Action Points**

- 4.1 Fiona Campbell will give the presentation that she gave to the Integrated Joint Board last year to the Licensing Board at its meeting on 18 April 2018
- 4.2 A suitable date for Councillor Kerr and the Consumer Protection Manager to attend a Community Safety Team meeting has not yet been identified.
- 4.3 Work is continuing in relation to the import the contents of Appendix 4 to the report considered in January into the draft Statement of Licensing Policy.
- 4.4 At the meeting of the subgroup in January, members were advised that benchmarking had been carried out by the Licensing Standards Officer in

relation to the Festive Extended hours policies of other authorities. A selection of these is attached as Appendix 2. Following a lengthy discussion on Festive Trading, officers were tasked with drafting a new Festive Trading policy to replace paragraph 11.8 in the current policy which is:

### **“Festive Trading**

11.8 The Board recognises that during the period leading up to Christmas Day and New Year’s Day many residents wish to celebrate by attending festive events and that many such events have become regular fixtures in the social life of the community. The Board wishes to recognise this by continuing its long held practice of permitting an extra hour of trading for all premises during the festive period; that being from the evening of the first Thursday in December until the morning of 3 January each year inclusive. The additional hour will be for premises holding *bona fide* festive functions. Whilst recognising that festive events can take many forms and that these will vary depending on the nature of the premises within which they are to be held, the Board it is of the view that a festive event or function should be more than one which simply provides additional drinking hours and should comprise one or more of the following elements - meals, buffets, dancing, disco, live entertainment such as magicians, comedians, live music etc.”

4.5 Officers considered the following options:

- Option 1 - Existing policy with a shortened time scale for festive period;
- Option 2 - Reduced festive period tied in to the Seasonal Variation in individual Operating Plans; and
- Option 3 - General extension of hours on certain dates;

4.6 Officers aimed to:

- stimulate the local night-time economy over the Festive Period whilst at the same time minimising the culture of “extra drinking time” adopted by some premises,
- reduce the workload of the Licensing Section in the run up to the festive period
- reduce the number of applications for extended hours that require to be determined by the Board prior to the festive period, and

4.7 Improving how the Board addresses the five licensing objectives in relation to alcohol consumption in on-sales premises during the Festive Period was fundamental to the option appraisal.

4.8 Since 2011, there have been 449 applications for extended hours during the Festive Period. Whilst a number of these were granted under delegated powers, many required to be determined by the Board as they were outwith policy. The number requiring to be considered by the Board peak in those years when Christmas Eve and Hogmanay fall Sunday to Thursday when the

terminal hour for non-nightclub premises is 2400 hours. The highest number of applications received was in 2013 when there were 84.

- 4.9 To date, no applications for extended hours during the Festive Period have been refused by the Board and no objections or representations have been received from Police Scotland or, indeed, anyone else.

- 4.10 That being the case, the proposed supplementary Statement of Licensing Policy to replace paragraph 11.8 is option 3 as follows:

“The Licensing Board will grant a general extension of hours on certain dates during the Festive Period which will run from mid-December to 2 January the following year. The dates for a general extension of hours will be set by the Board annually. The general extension will allow nightclub premises to extend their terminal hour for the sale of alcohol to a maximum of 4am and all other on sales premises to a maximum of 2am.

The general extension applied to on sales premises only.

Any premises requiring extended hours for dates that are not covered by a general extension must make application to the Licensing Board at least 5 weeks before the event(s).”

- 4.11 The proposed policy position of the Board setting the dates for a general extension of hours on an annual basis gives the Board the flexibility to change the dates, both of the general extensions and the start and end of the festive period, to take into account any issues that were experienced the previous year.
- 4.12 The policy states a maximum terminal hour that differentiate between late opening premise such as nightclubs and other on sales premises. The proposed policy in paragraph 4.10 has the terminal hour of 4am for nightclub premises and 2am for other on sales premises. Members may decide to change these hours, or have different hours for different days, for example, a later terminal hour for Hogmanay.
- 4.13 Officers have met with Siobhan Couttie from the Information and Research Team of Corporate & Housing Services. Siobhan has liaised with Ruth McDonald for the Falkirk Drug & Alcohol Partnership and produced maps of the Camelon area; one defined by the ward boundary and the other by meta zone. The maps are appendix 3 to the report.
- 4.14 The Falkirk Council area is split into 9 wards and there are 42 meta zones. The boundaries of the wards and meta zones do not coincide. Police Scotland has advised that they are unable to provide statistics by meta zone.

## **General Update**

- 4.15 Police Scotland are actively preparing data in relation to over provision.
- 4.16 Previous reports have referred to the ongoing work being undertaken on behalf of the Scottish Government to update the Section 142 guidance. This has now been issued in relation to review of Statement of Licensing Policy and the assessment of overprovision. This is attached as Appendices 4 and 5.

## **5. Implications**

### **Financial and Resources**

- 5.1 The main implication is in relation to staffing resources required to carry out the processing of applications for extended hours. The proposed policy position in relation to Festive Trading would reduce the workload.

### **Legal**

- 5.2 The supplementary policy would apply for the duration of the current policy i.e until the new Statement of Licensing Policy is published in November 2018.

### **Risk**

- 5.3 There are no risks associated to the publishing of a supplementary Statement of Licensing Policy.

### **Equalities**

- 5.4 The Board's continued commitment to equalities issues is demonstrated in the strategy and reports that have been published since 2013.

### **Sustainability/ Environmental Impact**

- 5.5 None.

## **6. Conclusion**

- 6.1 It is concluded that the sub group recommends to the Licensing Board that the proposed supplementary Statement of Licensing Policy in relation to Festive Trading is issued for a six week consultation period.



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Consumer Protection Manager

Date: 6 March 2018

Contact Officer: Alison Barr, Consumer Protection Manager (telephone 501265)

### Appendices

Appendix 1 – Note and action points from meeting on 19 January 2018

Appendix 2 – Festive Policies benchmarking results.

Appendix 3 - Samples of maps with data layering

Appendix 4 – Updated S142 guidance on Review of Statement of Licensing Policy

Appendix 5 - Updated S 142 guidance on assessment of overprovision.

### LIST OF BACKGROUND PAPERS

Nil

## **Note of meeting of Licensing Board Sub Group 19/01/2018**

### **Attendees:**

Councillor James Kerr (Convener) (JK)  
Councillor Gordon Hughes (GH)  
Councillor John McLuckie (JMc)  
Thomas Ross (TR)  
Alison Barr (AB)  
Lynn McGarva (LM)  
Stuart Murray (SM)

### **Apologies:**

Councillor Allyson Black

- AB gave an overview of the report where she highlighted that the work on the new Statement of Licensing Policy had essentially been split into two separate pieces of work. One on overprovision, and the other on reviewing the existing policy and removing, adding or rewording sections as appropriate.
- AB has spoken to Chief Inspector Armstrong in relation to the data that can be supplied by Police Scotland where incidents and crimes have an alcohol element to them. AB has followed the verbal enquiry up with a letter. The Chief Inspector thinks that this data can be attributed to a very local level, possibly even by street.
- AB has spoken to a member of the Policy, Technology and Improvement team to ask for them to arrange for Fiona Campbell to do the presentation that she did to the Integrated Joint Board last year.
- AB raised the issue of licensing authorities providing approved Personal Licensing training at the SOLAR meeting in December. The only one that does this is Edinburgh.
- AB advised that she had spoken to the officer in Edinburgh that was responsible for the training and he had advised that the amount of work required to set this up and maintain it was huge. Staff would have to be trained to provide the accredited training and there is a requirement for a lot of policies in place. It does not make a profit. This would be a time consuming process and would require additional staff to deal with the workload. It was agreed that the matter would be considered again in the future once the policy review work and overprovision assessment were completed.
- Benchmarking for festive extended hours was discussed at length. Members queried the length of the period for festive extended hours and there was broad agreement that the current maximum provision of 33 days may be too long. TR suggested that this could be reduced to 25 days. LM suggested that

the festive hours could start on the second Thursday of December, instead of the first.

- AB suggested that a general extension of one hour to on sales premises on Boxing Day, Christmas Eve, Hogmanay and New Year's Day would be worth considering. This would cut down on the number of extended hours applications that were received for the Festive Period. The majority of applications were for Hogmanay. AB asked the members to note that there were some premises that applied for the extra hour for every of the Festive Period and that they weren't really for bona fide events eg some "festive" events were given as "Bad Christmas Jumper party". These are just an excuse for extra drinking time.  
It was agreed that officers would analyse the statistics for the 2017 festive period applications and also draft a new festive extended hours policy utilising general extensions.
- LM has continued working towards the creation of maps to assist with the overprovision assessment. This will allow members to see the location and type of licensed premises across the area. Members will need to decide on how they want the council area to be divided. One possibility is wards, of which there are 9. LM advised that the initial mapping work was nearing completion.
- TR gave a synopsis on the work done to compare the content of other Board's policies with our own. TR stated that he had been studying the policies of neighboring councils to Falkirk, such as Stirling.
- Appendix 4 gave an insight into the information that TR thought were pertinent to add to/ remove from the policy. It was suggested that the Licensing Forum be provided with a rough draft of the updated policy so their members could add their comments. Members were in agreement that the provisions in Appendix 4 be added to the policy in time for joint meeting of the Board and the Forum.
- AB stated that in the current policy the Board could not stop nightclubs from applying for an extra hour during the Festive Period. This meant that they were open until 4am. Therefore it could be worth considering that the new policy has a maximum terminal hours eg 3am.
- AB stated conditions could be used with regards to children's entertainment and activities, to ensure the safety of children at these events. She alluded to Storm Nightclub which had thorough conditions to adhere to in its operating plan regarding under 18s discos.
- Outdoor drinking was discussed at length. TR advised that an application for a second outdoor area was considered a minor variation as the Operating Plan already had outdoor drinking in it, and therefore must be granted.

- The web team has been asked to provide how many hits there are on the licensing Board web pages per quarter since the new web site was launched. The number of hits will be for individual pages.
- No progress has been made in relation to the creation of a Facebook or Twitter account
- The link to the Alcohol Focus toolkit has been sent to Councillor Black as requested.
- AB has spoken to a number of officers who work in services relating to Social Work to ascertain whether or not there is any relevant information that can be provided in relation to the overprovision assessment. Ruth McDonald from Falkirk Alcohol & Drug partnership was one of the officers consulted.
- AB stated that she would be contacting Police Scotland again and the Community Safety Team in regards to information which they could provide in relation to the overprovision assessment.
- AB highlighted the issue of annual fees. She said detailed information about the annual retention fee paying process should be in the policy. Annual fees are payable to the Licensing Board by the 1<sup>st</sup> of October each year.
- Members discussed occasional licenses at length and AB advised that under delegated powers, she can grant bespoke conditions for occasional licences such as boxing events or proms. It was suggested that a list of sample conditions for occasional licences could be included in the policy. TR noted that training was not mandatory for staff were granted an occasional licence. Again, this could be addressed in the policy.
- JMc stated the wording around voluntary organizations needed to be simplified to help organizations when applying for occasional licences.
- **Other Relevant Matters**
  - The appointment of the new Local Licensing Forum has taken place and the new Forum has met on two occasions. The Convener of the Licensing Board, Councillor Kerr attended the first meeting and advised the Forum that the members of the Board were keen to work closely with the Forum particularly in relation to matters such as the review of the policy and the overprovision statement. AB did a short presentation on the roles of the Forum and the Board at the first meeting. At the second meeting of the Forum, Gordon Emslie was appointed the Chair. Members of the sub group will be familiar with Mr. Emslie as he attends the Licensing Board regularly in his capacity as applicants' agent. Mr. Emslie was the Chair of the previous Forum.
  - Other knowledgeable members of Licensing include Amanda Campbell from Grangemouth High, and Andrew Kane, an ex-Policeman who worked as a Licensing Officer in this area.

- The Forum's membership has been increased from 15 to 18.
- AB advised the group of the work currently being undertaken by the Criminal Justice team in the Scottish Government to the update of the statutory guidance under section 142 of the 2005 Act. Version 1 is subject to revision following the consultation. Version 2 of the guidance has not yet been issued.
- TR noted that Falkirk's current policy on the display of alcohol meant that Off-Sales premise licences had to provide m3, and that this was contrary to the guidance in the Licensing Scotland Act 2005 which required linear meters. The implications of this would need to be discussed with the Clerk to ensure that we can withstand appeals for refusals based on overprovision, if there was to be any in the future.

### **Action Points**

1. Arrange for Fiona Campbell to do the presentation that she gave to the Integrated Joint Board last year.
2. Arrange a suitable date for JK and AB to attend a Community Safety Team meeting.
3. Import the contents of Appendix 4 into the draft Statement of Licensing Policy.
4. Postpone advancing the discussion over bringing Personal Licence Training into Falkirk until the Statement of Licensing Policy is published.
5. Bring forward proposals for a renewed Festive Extended Hours Policy to the next meeting.
6. Bring forward samples of the maps that can be used for the assessment of overprovision.

## **Other Authorities Festive Policy**

### **Edinburgh Festive extended hours 2018**

**The board's festive extended hour's policy operates from 18 December 2017 to 3 January 2018. Premises with festive seasonal variations in their operating plans can trade for an additional two hours, added to the terminal hour on Monday 18 December 2017, with the last extra two hours added to the terminal hour on Wednesday 3 January 2018.**

**Any other premises seeking additional hours during that period would have to submit applications for extended hours in the usual way in good time.**

#### **Stirling Festive policy:**

In addition, the Board may allow longer licensed hours over the festive period. The Board's policy stance is that it will normally be prepared to allow an extension of up to 1 hour on existing licensed hours in connection with festive related special events. Applicants will be required to submit an extended hour's application that will be considered in accordance with the Act and this paragraph of the Policy Statement.

For the above purpose, the festive season will be deemed to be the period commencing on the first Friday in the month of December in each year and terminating on the second Saturday in January in each year.

#### **Clacks:**

**The extension will apply from 19th December 2014 to 3rd January 2015 with each licensed premises allowed to trade for an hour beyond their usual closing time, subject to no premises being permitted to trade beyond 2am.**

**In previous years each licensee had to apply for extensions to their opening hours. This decision means that will no longer be necessary, unless premises wish to trade over and above the additional hour permitted by the general extension**

**West Lothian:**

The terminal hour for the sale of alcohol to be consumed on the premises within all nightclub premises is extended until a maximum of 4am on the following dates:

- 15, 16, 22-26, 29-31 December 2017 and 1, 2 January 2018
- 14-15, 21-22, 24- 26, 28-31 December 2018 and 1, 2 January 2019

The terminal hour for the sale of alcohol to be consumed on the premises at all premises (other than nightclubs) is extended until a maximum of 2am on the following dates:

- 15, 16, 22-26, 29-31 December 2017 and 1, 2 January 2018
- 14-15, 21-23, 24- 26, 28-31 December 2018 and 1, 2 January 2019

**Moray:****Christmas General Extension**

**Applicable to: All Premises**

**Extension:**

**24 December – until 1:30am**

**25 December – until 1:30am**

**Festive Period General Extension**

**Applicable to: All Premises**

**Extension:**

**26 December - until 1.30am**

**27 December - until 1.30am**

**28 December - until 1.30am**

**29 December - until 1.30am**

**30 December - until 1.30am**

**New Year General Extension**

**Applicable to: All Premises**

**Extension:**

**31 December - until 3.00am**

**1 January - until 3.00am**

**2 January - until 3.00am**

Licensing hours as per the operating plan for the individual premises (whether within the core hours or the seasonal hours or both) or as per the general extension whichever is the later i.e. Where the operating plan (within core hours and/or seasonal hours) allows for later hours than those within the general extension then the operating plan will take precedence. Where the operating plan (within core hours and/or seasonal hours) does not allow for hours as late as those detailed within the general extension then the premises may continue to (but would not be forced to) trade to the terminal hour(s) detailed in the general extension (rather than the hour(s) in the operating plan) without the need for an extended hours application. This general extension of hours applies to the sale of alcohol for consumption ON the premises only. Off sales must remain within the hours 10.00am to 10.00pm.

**Perth & Kinross:**

Perth and Kinross Licensing Board have now determined the Festive Period for 2017.

Where premises have included reference to either Festive Social Demand (core), Festive Function or Festive Entertainment Hours within their Operating Plan, they may trade for the Board's extended hours during the period(s) set out below. No application for extended hours is necessary. Where premises wish to operate any of these hours they must be referred to within their Operating Plan. Where premises have not included reference to Festive Social Demand, Festive Function or Festive Entertainment Hours within their Operating Plan, then an application for Extended Hours must be submitted to the Licensing Board as a matter of urgency.

Festive Social Demand Hours will be available to 12.45 am seven days a week. Festive Function Hours will be available to 1.30 am seven days a week. Festive Entertainment Hours will be available to 2.30 am on Monday, Tuesday, Wednesday, Thursday and Sunday evenings and to 3.00 am on Friday and Saturday evenings. On Christmas Eve and Hogmanay Festive Entertainment hours will be available to 3.00 am.

**Renfrewshire:**

**All Licensed on sale premises (including registered clubs), except premises the primary purpose of which is to offer entertainment in the form of dancing**

**Terminal Hour – 1.00 am Sunday 18, Monday 19, Tuesday 20, Wednesday 21, Thursday 22, Monday 26, Tuesday 27, Wednesday 28 and Thursday 29, (all December 2016)**

**Terminal Hour – 2.00 am Friday 9, Saturday 10, Friday 16, Saturday 17, Friday, 23 and Sunday 25, and Friday 30 (all December 2016).**



**Terminal Hour – 3.00 am Saturday 24 December and Saturday 31 December 2016.**

**On Sales Premises, the primary purpose of which is to offer entertainment in the form of Dancing**

**Terminal Hour – 3.00 am Sunday 18, Monday 19, Tuesday 20, Wednesday 21, Thursday 22, Saturday 24, Sunday 25, Monday 26, Tuesday 27, Wednesday 28 and Thursday 29, (all December 2016), Sunday 1 and Monday 2 January, 2017.**

**Terminal Hour 4.00 am Friday 9, Saturday 10, Friday 16, Saturday 17, Friday where premises are 23 and Sunday 25 and Friday 30 (all December 2016) members of Paisley Town . Centre Radio Link**

**Terminal Hour 4.00pm Saturday 24 December and Saturday 31 December, 2016**

**Highland:**

<b>Description of Premises:</b>	<b>Terminal Hour:</b>	<b>Period which may be applied for:</b>
<b>Late Night Opening Premises</b> (as defined in 2.1 of the Board's consultation Draft Licensing Policy Statement 2013-18)	<b>0400 hrs</b>	<b>From Friday 8 December 2017</b> (allowing extensions to licensed hours commencing Friday 8 December into Saturday 9 December);
<b>Other on-sales premises</b>	<b>0200 hrs</b>	<b>To Tuesday 2 January 2017</b> (allowing extensions to licensed hours commencing on Tuesday 2 January into Wednesday 3 January only).

**Inverclyde:**

**FRIDAY 1 DECEMBER 2017 – TUESDAY 2 JANUARY 2018 INCLUSIVE**

**Premises licence (except nightclubs) – premises may open: Sunday to Wednesday - 1am Thursday to Saturday- 2am.**

**Premises Licence (Nightclubs) – premises may open: Sunday to Wednesday – 2am Thursday to Saturday – 3am.**

**There is NO requirement to submit an Extended Hours application for the above dates and hours however the event being held within the premises MUST relate to the festive season e.g. Christmas Party, Hogmanay. This extension does NOT include a birthday party, anniversary, charity event, christening etc. Applications for these type of events should be applied for in the normal manner.**

**North Ayrshire:**

**In the first period Friday 1<sup>st</sup> December 2017 – Friday 15<sup>th</sup> December 2017 (inclusive), each premises can apply for a maximum of 4 periods of Extended Hours. In the second period Saturday 16<sup>th</sup> December 2017 – Monday 1<sup>st</sup> January 2018 (inclusive), each premises can apply for a maximum of 7**

periods of Extended Hours. As Christmas Eve & Hogmanay both fall on a Sunday this year these night will be treated as if they are Saturdays.

**South Ayrshire:**

**The Board will not normally permit a terminal hour of later than 02:30 except during the festive period (1st December – 2nd January) when an additional hour may be granted, or for an individual special event for which an extended hour's application has been granted.**

**Argyll and Bute:**

This year's festive season will see a presumption in favour of trading hours being extended by one hour. This is from Friday 8th December to Tuesday 2nd January (into the morning of the 3rd January). Subject to their application being approved, premises that have a licence until 1am will be able to trade until 2am, those with a 2am licence until 3am. On the dates of 24th, 25th, 26th and 31st December and 1st January, hours are extended to 3am for all premises.