



WEST OXFORDSHIRE
DISTRICT COUNCIL

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Name and date of Committee	LICENSING COMMITTEE – 9 DECEMBER 2025
Subject	NEW FEE FOR PRIMATE LICENCES
Wards affected	All
Accountable member	Cllr Lidia Arciszewska – Executive Member for Environment Email: Lidia.arciszewska@westoxon.gov.uk
Accountable officer	Jon Dearing – Executive Director Email: democratic.services@westoxon.gov.uk
Report author	Mandy Fathers – Business Manager for Environment, Welfare and Revenues Email: democratic.services@westoxon.gov.uk
Summary/Purpose	To seek approval to implement a fee for primate licensing applications
Annexes	N/A
Recommendation(s)	That the Committee: <ol style="list-style-type: none">1. Note the contents of the report and the implications of the Animal Welfare (Primate Licences) (England) Regulations 2024 on the Council; and,2. Recommend to Council that the fees applicable to Primate Keeper Licence applications are set as detailed in paragraph 3.9
Corporate priorities	<ul style="list-style-type: none">• Working Together for West Oxfordshire• Putting Residents First• Creating a Better Environment for People and Wildlife
Key Decision	NO
Exempt	NO
Consultees/ Consultation	Chief Executive, Director of Finance, Director of Governance and Regulatory, Director of Place, Head of Legal, Executive Member, Managing Director (Publica Ltd), Executive Director (Publica Ltd),

	Executive Member for Environment, Head of Finance.
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I. EXECUTIVE SUMMARY

- I.1** This report is to propose the introduction of new fees in respect of Primate licensing applications.

I. BACKGROUND

- I.1** In 2024, the Department for Environment, Food and Rural Affairs (Defra), through regulations made under the Animal Welfare Act 2006, introduced the Animal Welfare (Primate Licences) (England) Regulations 2024. The licensing authority for the purposes of the regulations is the local authority in whose area the premises at which a primate is kept or is to be kept are situated.

2. MAIN POINTS

- 2.1** The regulations introduce a licensing scheme, setting strict rules to ensure that only private keepers, who can provide zoo-level welfare standards, will be able to keep primates.
- 2.2** Primates include:
- Marmosets
 - Tamarins
 - Squirrel Monkeys
 - Spider Monkeys
 - Capuchin Monkeys
 - Lemurs
 - Lorises (also known as bush babies)
- 2.3** The regulations came into force on 6 April 2025, at which time existing private primate keepers and people proposing to keep primates will be required to hold a licence.
- 2.4** From 6 April 2026 it will become an offence to keep a primate in England without a licence. The only exemptions to the requirement to hold a licence will be where the primates concerned are being kept in a licensed zoo or a place specified in a licence under section 2C of the Animal (Scientific Procedures) Act 1986.
- 2.5** The regulations set out the application process and the conditions that must be placed on the licence if granted. Further conditions may be stipulated in the statutory guidance.
- 2.6** An inspection must be carried out prior to an application being determined, and a further inspection is required on at least one occasion during the duration of the licence. These inspections must be conducted by a "suitable person" which is defined by the regulations as being:
- a) A veterinarian; or
 - b) Any other person who, in view of the local authority, is suitably qualified and competent to carry out the inspection.

- 2.7** A licence must be granted for a period of three years or where the applicant has requested a licence for a period of less than three years, for such shorter period that the applicant has requested.
- 2.8** There are also provisions in the regulations for the holder of a primate licence to request to vary or surrender the licence as well as provisions for the licensing authority to revoke or vary the primate licence.
- 2.9** An application fee may be charged, and a fee can be charged in respect of any inspections. The proposed fees in the table estimate the cost recovery of undertaking this licensing function and is in line with fees already in place for Horse Riding establishments, which is similar in the application/administration process. These fees will be reviewed annually when all discretionary licensing fees are reviewed.

Application for the grant of a licence	£574
Application for renewal of a licence	£330
Application for variation of a licence	£33
Inspection Fees (VET)	Any VET fees that are incurred will be recharged to the applicant

3. FINANCIAL IMPLICATIONS

- 3.1** Local authorities can charge a fee in respect of any application relating to a primate licence and can also charge a fee in respect of any inspection which it must or may arrange under the regulations. Licence fees should be calculated on cost recovery and will be reviewed annually to ensure they are set at the right level.

4. LEGAL IMPLICATIONS

- 4.1** The Animal Welfare (Primate Licences) (England) Regulations 2024 have been made under section 13 of the Animal Welfare Act 2006 and place powers and responsibilities on the Council in respect of the licensing of those that keep primates in their area.

5. RISK ASSESSMENT

- 5.1** The 2024 Regulations allow licensing authorities to set a fee to undertake this licensing function. Fees can be challenged by an applicant or licence holder, meaning the impact of a successful legal challenge is possible. The proposed fees estimate the cost recovery of undertaking this licensing function.

6. EQUALITIES IMPACT

6.1 These are statutory functions and are applied nationally.

7. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS

7.1 None.

8. ALTERNATIVE OPTIONS

8.1 None.

9. BACKGROUND PAPERS

10.1 None

(END)

