



HERITAGE SERVICE PRICING POLICY 2024-25

LIST OF HERITAGE SERVICE CHARGES

****Charges are quoted exclusive of VAT, which will be charged at the current rate****

All the income generated from our charges will be used to support the activities of the Heritage Service

MUSEUM & ARCHIVE SERVICES		
ENTRY	<p>Entry to the Museums and Archive is generally by donation during public opening hours.</p> <p>Except for:</p> <ul style="list-style-type: none">• Group tours• Special exhibitions	<p>Free but £5 per head suggested donation</p> <p>See below</p>
GROUP TOURS	<p>Group Welcome - 15 minutes duration, 50 max group size</p> <p>Reservations should be made at least 14 days in advance. Confirm final numbers 7 days in advance.</p> <p>Inclusions:</p> <ul style="list-style-type: none">• Personalised welcome to Museum & Tasglann nan Eilean• A synopsis of the must-see inspirational collections, highlighting the key pieces the group must visit when exploring the museum independently after the welcome• Discover interesting facts about the Museum & Archive, what we collect and why, along with a short history of Lews Castle which is situated through the cafe <p>An exception will be made for non-commercial groups providing community services to the elderly or other disadvantaged groups.</p>	<p>£7 per head</p>
ENTRY OUTSIDE NORMAL PUBLIC OPENING HOURS	<p>There is a charge for any entry (individual or group) outside public opening hours. This is to cover the extra staffing and resources.</p> <p>Please note this will only be possible if given enough notice AND if sufficient extra staffing is available.</p>	<p>£208 per half day</p> <p>£390 per full day</p>
ENTRY TO SPECIAL EXHIBITIONS	<p>Programming of the Special Exhibition Gallery is the responsibility of the Comhairle's Heritage Team. The Heritage Service reserves the right to impose entry charges for significant exhibitions on display to cover the additional costs involved. This will be dependent on the specific exhibition, as some national and international institutions will only lend objects if free access to the public is agreed</p>	<p>Exhibitions individually priced</p>

EVENTS & ACTIVITIES	Sessions individually priced	
	Children's after-school, weekend and holiday activities	£4.00 per child maximum plus materials (Free to accompanying parents/ carers)
	Lectures, activities and events	£10 per adult maximum
ADVICE	Routine and short enquiries by members of the public will not attract a charge.	Free
ENQUIRIES	Public object identification, conservation and research enquiries:	
	First 30 minutes	Free
	30 minutes up to 3 hours	£30 per hour
	Time spent on enquiries may be limited to a maximum of 3 hours, depending on staffing availability. Enquirers will be advised if an enquiry is likely to exceed 3 hours and, if so, agreement will be reached on the maximum time to be spent on the enquiry.	
	Professional/ institutional research enquiry or commissioned research	
	per hour up to 7 hours (1 day)	£30 per hour
	After this period, the enquirer will be contacted to re-negotiate the charge if further research time is required.	
CONSERVATION	Conservation services	
	<ul style="list-style-type: none"> • Collections condition audit • Conservation assessment • Object treatment 	£40 per hour plus materials
VENUE HIRE		
Learning Room	Day-time session Between the hours of 09:00-17:00	£45 half day £80 full day
	Evening session	£20 per hour + £20 per hour per member of staff in attendance
	Refreshments (self-service tea, coffee and biscuits)	£2.50 per head
Courtyard	The courtyard can be hired by entertainers for busking. Please contact us to discuss your proposal.	£15 per hour

OTHER SERVICES		
IMAGE LICENCING	Charges for the Licensing of images / media from our collections are covered by a separate policy at: https://www.outerhebridesheritage.org.uk/service/image-licensing/	See separate document
MEDIA / PRESS FILMING/ PHOTOGRAPHY/ RECORDING	Please note that we need as much notice as possible to be able to facilitate access.	£130 / half day
HERITAGE PARTNER** SERVICES	<p><u>Curatorial and Archival Services</u></p> <p>Attending Heritage Forum meetings (up to four per annum)</p> <p>Liaise with and advise Heritage Forum Development Officer</p> <p>Maintain training and advice section of Heritage Services website</p> <p>Commenting or advising on drafts of important documents (for example Plans, Applications, Policies, Exhibition panels) if given sufficient notice/ dependent on capacity; requiring a time input of up to 3 hours</p> <p><u>Conservation Services</u></p> <p>General conservation advice (non object-specific)</p> <p>Informal object condition assessment</p> <p>Detailed object condition report</p> <p>Conservation assessment</p> <p>Conservation treatment</p> <p><u>Other</u></p> <p>Loans of display cases or display equipment</p> <p><u>Room Rental</u></p> <p>Learning Room – for heritage/culture meetings and activities</p> <p>Refreshments (self-service tea, coffee and biscuits)</p>	<p>Free</p> <p>Free</p> <p>Free</p> <p>Free</p> <p>Free</p> <p>Free</p> <p>Free</p> <p>Free</p> <p>£30 per hour</p> <p>£30 per hour</p> <p>£30 per hour</p> <p>Free</p> <p>but charged for staff time at £30 per hour plus van hire / travel expenses</p> <p>Free</p> <p>£2.50 per head</p>
** Heritage partners – the Comainn Eachdraidh and the independent museums of the Outer Hebrides		

See Page 4 for Archaeology Service charges & fees

ARCHAEOLOGY SERVICES		
HISTORIC ENVIRONMENT RECORD	Provision of Historic Environment Record data extracts for development purposes (usually provided as GIS shapefiles); as specified below.	
	Householder / Local Scale Development	£140.00
	Major, National, EIA Electricity Act Developments Industrial /Commercial development > 2ha Peatland Restoration Projects	£560.00
	Scottish Forestry Woodland Creation Schemes	£140.00
	Rapid Response data provision (Data supplied within 5 days)	£140.00 additional to the data provision fee
	Provision of HER data extracts for academic research	Free
DEVELOPMENT RELATED CHARGES		
	Utilities Consultation Scottish Forestry / Woodland Consultation	£140.00
	Brief / specification produced by Archaeology Service	£200.00
	Validation of consultant produced specifications / Written Scheme of Investigation and final reports. Where documents fail to meet minimum standards, a processing fee may be applied.	£140.00
	General pre-application discussions & meetings (including one site visit)	Free
	Additional site visits	£140.00
GENERAL DEPARTMENTAL CHARGES		
	Contracted projects & fieldwork.	£350.00 per day