

Guidance note on the NSTA's fees and charges regime

Contents

Section	Page Number
Introduction	2
What services will we charge for? (Categories A to C)	3
ANNEX A For Category A services, how is the payment requested and how will my company pay?	9
ANNEX B For Category B services, how is the payment requested and how will my company pay?	10
ANNEX C For Category C services, how is the payment requested and how will my company pay?	17

Introduction

The NSTA provides a range of services to specific licence holders. These services include issuing licences to search and bore for and get petroleum, as well as consents issued under the petroleum licences (both onshore and offshore), offshore methane gas storage licences and carbon dioxide storage licences and for pipeline works authorisations.

In accordance with Managing Public Money, our costs of these services are recovered via direct fees rather than via the levy to ensure that only those benefiting from a service will bear its costs.

The charges, introduced by the Gas and Petroleum (Consents) Charges Regulations 2013 and now enshrined in The Oil and Gas Authority (Fees) Regulations 2016 as amended.

These Regulations can be viewed here:

<http://www.legislation.gov.uk/uksi/2016/904/contents/made>

These Regulations have been amended by The Oil and Gas Authority (Fees and Petroleum Licensing) (Amendment) Regulations 2017 which can be viewed here:

<http://www.legislation.gov.uk/uksi/2017/426/made> , The Oil and Gas Authority (Levy and Fees) and Pollution Prevention and Control (Fees) (Miscellaneous Amendments) Regulations 2020, which can be viewed here: <http://www.legislation.gov.uk/uksi/2020/208/contents/made>,

The Oil and Gas Authority (Levy and Fees) Regulations 2021, which can be viewed here:

<https://www.legislation.gov.uk/uksi/2021/206/contents/made>, The Oil and Gas Authority (Levy and Fees) Regulations 2022, which can be viewed here:

<https://www.legislation.gov.uk/uksi/2022/204/contents/made> and The Oil and Gas Authority (Levy and Fees) Regulations 2023, which can be viewed here:

<https://www.legislation.gov.uk/uksi/2023/228/contents/made>

What services will we charge for?

Category A Services

- Approval of an onshore or offshore Field Development Plan (referred to in the Regulations as a development and production programme), including approval to revisions and addenda
- Approval of an offshore Gas Storage Development Plan (referred to in the Regulations as “a development plan”) including approval to revisions and addenda
- Approval of an offshore carbon dioxide Storage Permit (referred to in the Regulations as “a carbon dioxide storage proposal”) including approval revisions and addenda
- Amend a carbon dioxide storage permit
- Review and amend a carbon dioxide storage monitoring plan
- Amend a carbon dioxide storage work programme
- “Complex” Pipeline Works Authorisations (those the NSTA estimate will require more than four days for an officer to determine) and variations thereto
- “Complex” production and flaring and venting consents (those the NSTA estimate will require more than two days for an officer to determine)

The charge for the above services is determined by a formula set out in the Regulation which is £670 per day times the number of days; and the number of officers involved in the approval.

An invoice for payment will be issued by email/post after a calculation of the above has been made using time sheets that Consenting Teams will maintain whilst progressing such consents and authorisations.

For information on how the payment will be requested from you for Category A services please refer to **Annex A** of this Guidance.

Category B Services

This category of consents has pre-calculated “off the shelf” charges set in Regulations and is payable at the point of application via the Energy Portal using a credit card or by opting to make a BACS or CHAPS payment transfer.

Drilling consents

The Wells Operations and Notifications System (WONS) allows petroleum licence operators to apply to NSTA for consent to drill both onshore and offshore wells and conduct nominated operations on these wells. The WONS system also allows the operator to notify the NSTA of various events during the drilling of the well.

Charges will be levied on the following applications:

- Full Initial Drilling (Exploration or Appraisal Well) (not provisional applications)
- Full Initial Drilling (Development Well) (not provisional applications)
- Geological Sidetrack
- Completion
- Re-Completion
- Suspend Well Long Term
- Continue Long Term Suspensions
- Re-Enter Long Term Suspended Well
- Abandonments

WONS Fees

Consent type	One off fee
To drill a new well	£770
To drill a sidetrack	£770
To complete a well / fit or refit equipment in a well	£420
To suspend a well	£800
To re-enter a well subject to a well suspension	£350
To abandon a well	£1,120

Licence changes

Each category of change attracts a specified charge rate and each instance of the change included in an application will attract the nominated charge.

The changes and the related fees are:

Consent type	One off fee
Change of licensee	£880
Change of the beneficiary of a petroleum field or subarea	£880
Change of the operator of a petroleum field or subarea	£730

A straightforward application requiring minimal review and IT processing functions will attract a lower charge than a more complex application with a substantial number of changes that requires greater scrutiny and IT processing functions.

Certain changes are currently exempt from charges:

- relinquishments/surrenders
- licence ends
- sub area shape changes
- adding / removing a field
- licence administrator change
- data confirmations
- data corrections

A fixed charge will apply for a re-issue of consent regardless of the number of operations involved.

Charges for applications that are subsequently withdrawn will not be refunded as the NSTA will have already used staff time and IT costs involved in processing the original application.

If an application is returned to industry by the NSTA for amendment, the following charges will apply:

- any new added operations will be charged for
- any deleted operations will not be refunded

Production/Flaring/Venting consents

Charges will be made for the following submissions to obtain a new consent (i.e. attracting a new consent reference number):

- Production consents (including well tests)
- Flare consents
- Vent consents

In addition a charge will be made for an application by the operator to vary/revise a consent already issued.

A consent re-issue initiated by the NSTA will not incur a charge, even if the application is subsequently passed to industry for modification.

Consent type	One off fee
Get petroleum from a licensed area (Production consent)	£1,180
Variation of a consent to get petroleum from a licensed area	£1,180
Drill stem test	£250
Extended well test	£860

Flare or vent petroleum	£930
Variation of a consent to flare or vent petroleum	£930

If the NSTA estimates an application for a flare or vent consent or a production consent will require more than two days for an officer to determine, the fee will be classed as “complex” and treated as a Category A fee.

Pipeline Works Authorisations and Deposit Consents

Charges will be made for the following:

- A Pipeline Works Authorisation and variations thereto (including Holder, User, Operator or Owner)
- A deposit consent (referred to in the Regulations as “a pipeline deposit proposal”)

Application for consent to or authorisation for activity or matter	Fee Payable
Pipeline works authorisation	£2,960
Category 1 pipeline works authorisation variation	£2,960
Category 2 pipeline works authorisation variation	£1,660
Variation of holder, user, owner or Operator of a pipeline under a pipeline works authorisation	£1,660
Consent to a pipeline deposit proposal	£1,360
Category 2 pipeline works authorisation variation with the option for applicant to undertake a number of possible future actions	£1,660
Pipeline works authorisation and deposit consents granted following cessation of production from a petroleum field	£1,660

If the NSTA estimates an application will require more than four days for an officer to determine, the fee will be classed as “complex” and treated as a Category A fee.

Applicants can ask for their applications may be fast tracked. If this is requested and agreed, the fee payable is doubled.

If an application is fast tracked, it will be processed within the time shown below:

Application type	Processing time
Pipeline works authorisation	4 months
Category 1 pipeline works authorisation variation	4 months
Category 2 pipeline works authorisation variation	6 weeks
Variation of holder, user, owner or Operator of a	6 weeks

pipeline under a pipeline works authorisation	
Consent to a pipeline deposit proposal	6 weeks
Category 2 pipeline works authorisation variation with the option for applicant to undertake a number of possible future actions	6 weeks
Pipeline works authorisation and deposit consents granted following cessation of production from a petroleum field	6 months

For information on the screen shots that you will be taken through when being requested to pay please refer to **Annex B** of this Guidance.

Category C Service

Consent type	One off fee
Methodology proposed for the measurement of petroleum (PON6 approval)	£1,380
Extended Well Tests (These are not applied for though the Energy Portal)	£860
Extension of the initial, second or final term of a petroleum licence	£5,480
Extension of the final phase of the initial term of a petroleum licence	£5,480
Amendment of a work programme	£5,480
Consent to retention or development area proposals	£1,350
Determination of an oil field under Schedule 1 to the Oil Taxation Act 1975	£5,740
Metering examination under a seaward area production licence	£2,770
Metering examination under a petroleum exploration and development licence	£2,770
Attendance at a meter flow calibration	£1,380
Consent to flare or vent natural gas from a relevant oil processing facility or a relevant gas processing facility	£390
Change of licensee of a carbon dioxide appraisal and storage licence	£880
Change of the beneficiary of rights granted by a carbon dioxide appraisal and storage licence	£880
Appointment of an exploration operator under a carbon dioxide appraisal and storage licence	£730
Appointment of a storage operator under a carbon dioxide appraisal and storage licence appointment of storage operator in a CS licence	£730
Extension of the initial or appraisal term of a carbon dioxide appraisal and storage licence	£5,480
Measurement of carbon dioxide injection flow rate	£2,770
Approval of well or installation operators	The sum of the fees charged by the competent authority. "Competent authority" being the Health and Safety Executive and the Secretary of State for DESNZ, acting jointly.
Application for landward petroleum exploration licence	£2,250

Application for seaward petroleum exploration licence	£2,250
Application for methane drainage licence	£180
Application for petroleum exploration and development licence	£6,020
Application for seaward area production licence	£9,210
Application for gas storage licence	£9,030
Application for carbon dioxide storage licence	£18,060

These approvals have a pre calculated “off the shelf” charge set in the Regulations and are charged for by an invoice issued in the post or by email.

For information on how the payment will be requested from you for this category of services, please refer to **Annex C** of this Guidance.

ANNEX A

For Category A services, how is the payment requested and how will the company pay?

When the NSTA is ready to issue a consent or authorisation they will ask you to request (an email will suffice) that the NSTA determines the charge you will be required to pay. Additionally, the same process will be followed if a Field Development Plan is withdrawn or if the consent process takes more than 6 months.

The NSTA, from their time sheet records, will calculate that fee at £670 per day times the number of days; and the number of officers involved in the approval process.

Once this charge calculation has been made, the NSTA's Finance Unit will issue (by post or by email) an invoice for settlement.

The invoice will contain:

- Amount of the charge, in pounds sterling
- How the amount was calculated e.g. days spent and number of officers involved
- Basic description of the purpose of the payment, e.g. "FDP approval of the xxx Field"
- Bank details for the NSTA where settlement can be made
- An invoice reference number for you to quote when making your payment which will be essential for the NSTA matching against the consent/authorisation you have requested

Repayments to you

If for any reason the NSTA decides to make a refund in part or in full, then the following will apply:

- If you have not already paid the invoice, a credit note will be issued to your company against the invoice issued in error.
- If you have already paid the invoice, a BACS payment will be made. You will be asked by NSTA to provide details of the bank account into which the payment should be made, as follows:

- Name of bank
- Sort code
- Branch of bank
- Account name
- Account number

It is important that these bank details are provided on your company letter headed paper as our Finance Unit will not make payment otherwise. **For questions on an invoice, or credit note you have received, please email: accountsreceivable@nstauthority.co.uk**

ANNEX B

For Category B services, how is the payment requested and how will my company pay?

The charges for these services have been pre-calculated and are contained in the Regulations, and many have been incorporated in the Energy Portal payment facility. Payment will be requested when an application is made. You can elect to pay immediately by credit card using the “World-Pay” system or make payment at a later date using CHAPS or BACS.

The NSTA would prefer payment is made using the “World-Pay” method - this reduces our administration effort, but a consent will not be held up pending payment or NSTA receiving confirmation of a BACS or CHAPS payment.

Once application on the Energy Portal (including PEARS) is made the following payment screens will appear:

Payment

i This section holds payment details for your application. Once payment has been completed, a unique reference will be assigned. Please note this is for future reference and any communication with the OGA.

Industry Ref Guidance
Application Ref Not Yet Assigned

Invoice Summary

Invoice Ref EDU/OGA/PEARS/432
Description PEARS Application Fee

Item Ref	Description	Quantity	Subtotal
1	Licensee Change	1	GBP 610.00
2	Subarea Beneficiary Change	1	GBP 610.00
Total			GBP 1220.00

[Display Invoice](#)

Card Billing Details

Please provide billing details relating to your payment card.

*Name [Use my details](#)

Address [Search for address](#)


*Postcode

*Email Address

Telephone No

Remember Details


Cards accepted:



Contact us:
OIL AND GAS AUTHORITY
Registered Companies House, 09666504
21 Bloomsbury Street,
London,
WC1B 3JF
info@ogaauthority.co.uk

Submit for payment

Clicking "Pay Now" will transfer you to an external server for payment processing.

payments powered by 

If you need to view/print the Payment Request (Invoice), you can click on the ‘Display Invoice’ link). This will display the Payment Request in a PDF format.

Invoice Summary

Invoice Ref EDU/OGA/PEARS/432
Description PEARS Application Fee

Item Ref	Description	Quantity	Subtotal
1	Licensee Change	1	GBP 610.00
2	Subarea Beneficiary Change	1	GBP 610.00
Total			GBP 1220.00

[Display Invoice](#)

Request for Payment



Request for Payment Number EDU/OGA/PEARS/432
Request for Payment Date 26th March 2021

For the attention of the Licensee:		From: (Charging Point)	
Company Address	DEMO OIL COMPANY (U.K.) LIMITED 21 BLOOMSBURY STREET LONDON WC1B 3HF	Contact Address	OIL AND GAS AUTHORITY 21 Bloomsbury Street, London, WC1B 3HF
Registered Number	01235467	Telephone	03000671609
		Fax	
		Email	ukop@ogauthority.co.uk

Receiving credits in GBP in the UK	Receiving credits from Overseas
BACS & CHAPS (GBP 10,000+) Bank Address: RBS London Corporate Service, 2nd Floor Bishopsgate, London, EC2M 4RB. Sort Code: Account No: Account Name: Oil and Gas Authority	Swift BIC: IBAN: Beneficiary Reference: Oil and Gas Authority

Please provide payment for the following items:

Item Ref.	Description	Unit Price	VAT Amount	Total Cost
1	Licensee Change	GBP 610.00	GBP 0.00	GBP 610.00
2	Subarea Beneficiary Change	GBP 610.00	GBP 0.00	GBP 610.00
			TOTAL CHARGE:	GBP 1220.00

Vat registration no. N/A - Out of Scope

When you are ready to pay for your application you will need to select a Payment Method. You can choose either 'Card Payment' which allows you to pay using a credit card through our 'WorldPay' system or you can select 'Alternative Payment Method' which allows you to arrange a 'BACS or CHAPS' payment.

Card Payment	Alternative Payment Method
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1.1 WorldPay Payments

If you are using WorldPay as your payment method you will need to enter your card billing details. If you click on 'Use my details' it will import the details that are held against your Portal Account. When searching for your company address click on the 'Search for address' link.

Card Payment | Alternative Payment Method

Card Billing Details

Please provide billing details relating to your payment card.

*Name [Use my details](#)

Address [Search for address](#)

*Postcode

*Email Address

Telephone No

Remember Details

Cards accepted:
VISA VISA Electron MasterCard
Maestro JCB

Contact us:
OIL AND GAS AUTHORITY
Registered Companies House, 09665504
21 Bloomsbury Street,
London,
WC1B 3HF
ukop@gocauthority.co.uk

Once you have entered your post code click on the 'Search' button).

Address Search

UK Postcode Search
To search for a UK address enter the postcode and click 'Search':

Post Code

Overseas or Manual Address Entry
Select a country from the dropdown below to manually enter an address.

Country

New If you do not know the post code or the address does not have one, try using [Advanced Search](#).
If you cannot find the address, you may manually enter one by selecting a country from the above dropdown list.

Once your search results have returned, you need to click on the relevant address link.

Search Results

Addresses found (7):

- [Arts Council England 21 Bloomsbury Street London](#)
- [Bellrock Group 21 Bloomsbury Street London](#)
- [Cafcass 21 Bloomsbury Street London](#)
- [Office Of The Immigration Services Commissioner 21 Bloomsbury Street London](#)
- [Oil & Gas Authority 21 Bloomsbury Street London](#)
- [Sport England 21 Bloomsbury Street London](#)
- [Uk Sport 21 Bloomsbury Street London](#)

Once all your details have been entered you need to click on the 'Pay Now' button.

Submit for payment

Clicking "Pay Now" will transfer you to an external server for payment processing.

payments powered by
WorldPay

You will now be directed to the WorldPay system.

You will now need to select your Card Type by clicking on the relevant card icon.



Secure Payment Page

TEST MODE - This is not a live transaction.

Please review your purchase details, then select a payment method to continue.

Select language ⓘ

THE OIL & GAS AUTHORITY

Description **PEARS Application Fee**
Amount **£1,220.00**

Select your payment method ⓘ



[Cancel](#) ⓘ

payments powered by
WorldPay

For help with your payment visit the: [WorldPay Help](#).

You are now required to enter your card details and then click on the 'Make Payment' tick icon



Secure Payment Page

TEST MODE - This is not a live transaction.

Select language ⓘ

THE OIL & GAS AUTHORITY

Payment method **Mastercard** Mastercard SecureCode
Description **PEARS Application Fee**
Amount **£1,220.00**

Card details ⓘ

* Indicates a required field


* Card number
[Security Code](#)
* Expiry date
* Cardholder's name

Cardholder details ⓘ

Billing address **21 BLOOMSBURY STREET LONDON WC1B 3HF**
Postcode/ZIP code **WC1B 3HF**
Country **United Kingdom**
Telephone **+44 (0)1224 345 678**
Fax
Email address **daniel.ashworth+uat@fivium.co.uk**

Cardholder validation

Please complete this challenge to prove you are a real person:

I'm not a robot 
reCAPTCHA
Privacy - Terms

⌂ Start again

✕ Cancel

Make payment ✓

You will now receive a message stating that your payment has been submitted for processing.



Secure Payment Page

Your payment has been submitted for processing. Please wait for the result. If you do not receive a result in a few moments, please select continue.

[Continue](#) 

You will now receive a payment status informing you if your payment has been successful or not. You now need to click on the 'Return to the portal' button.

Payment received, thank you

This was not a live transaction. No money has changed hands.

Thank you, your payment was successful.


Merchant's reference: **EDU/OGA/PEARS/432/2**

WorldPay Transaction ID: **3260295499**

[Return to the portal](#)

You can now see the payment details as well as being able to view both the 'Payment Request (Invoice)' and 'Receipt' by clicking on the relevant button.

Submission Notification

 Your application has been successfully submitted to OGA and is awaiting approval. Please note your application reference number below, this is for future reference and any communication with the OGA.

Industry Ref Guidance
Application Ref LAA/2021/10/1

Transaction Result

Thank you for your payment.

Our Ref EDU/OGA/PEARS/432
WorldPay Ref 3260295499
Status Completed - 26-Mar-2021 11:44:11
Amount 1220 (GBP)

[Display Invoice](#)

[Display Receipt](#)

An example of a receipt is shown below.

Payment Receipt



Request for Payment Number EDU/OGA/PEARS/432
Request for Payment Date 26th March 2021
Paid/Received Date 26th March 2021

For the attention of the Licensee:		From: (Charging Point)	
Company Address	DEMO OIL COMPANY (U.K.) LIMITED 21 BLOOMSBURY STREET LONDON WC1B 3HF	Contact Address	OIL AND GAS AUTHORITY 21 Bloomsbury Street, London, WC1B 3HF
Registered Number	01235467	Telephone	03000671609
		Fax	
		Email	ukop@ogauthority.co.uk

Payment has been provided for the following items:

Item Ref.	Description	Unit Price	VAT Amount	Total Cost
1	Licensee Change	GBP 610.00	GBP 0.00	GBP 610.00
2	Subarea Beneficiary Change	GBP 610.00	GBP 0.00	GBP 610.00
			TOTAL CHARGE:	GBP 1220.00

Vat registration no. N/A - Out of Scope

Payment Details

Payment Method(s):	Electronic payment via WorldPay
Payment Reference:	3260295499
Amount Received:	GBP 1220.00
Date Paid/Received:	26th March 2021

Payment received, with thanks

1.2 BACS/CHAPS Payments

If you are using an alternative payment method, you will need to enter 'Payment' and 'Bank' details. You will also be required to enter a 'Security Code' from the 'Security Image' provided.

Card Payment Alternative Payment Method

Payment Information

Receiving credits in GBP in the UK Receiving credits from Overseas

BACS & CHAPS (GBP 10,000+)
 Bank Address: RBS London Corporate Service, 2nd Floor Bishopsgate, London, EC2M 4HS
 Sort Code: 200000 BIC: RBSGB33
 Account No: Beneficiary Reference: us and usa currency
 Account Name: Oil and Gas Authority

Alternative Payment Details

! Please note the following information about alternative payments:

- To ensure these funds are received immediately, we recommend that you use a payment card (click on the 'Card Payment' tab above).
- By deciding that you are using an alternative payment method (by clicking 'Submit Alternative Payment') you are agreeing to arrange payment yourself and will no longer be given the opportunity to make an online card payment. Please note: Using this method may cause delays while we wait to receive your payment.
- When making your payment, if possible, please use your invoice reference 'EDU/OGA/PEARS/433' as the payment reference. This will help us to identify the source of the payment when it is received.

Please provide details relating to your preferred payment method:

*Payment Method:

*Payment Instruction Date:

*Expected Clear Date:

*Bank Name:

*Bank Address:

*Payment Contact Name:

*Payment Contact Telephone:

*Payment Contact Email:

Submit

By filling out the security check below, you are confirming that the details provided are correct to the best of your knowledge.

Security Image 

[The image is unreadable, give me a new one](#)

*Enter Security Code:

Clicking "Submit Alternative Payment" will send us your intended payment method and details.

Once you have entered this information you need to click on the 'Submit Alternative Payment' button.

Clicking "Submit Alternative Payment" will send us your intended payment method and details.

You will now see your payment details.

Submission Notification

i Your application has been successfully submitted to OGA and is awaiting approval. Please note your application reference number below, this is for future reference and any communication with the OGA.

Industry Ref: Testing
 Application Ref: LAA/2021/11/1

Payment Details

! When making your payment, if possible, please use your invoice reference "EDU/OGA/PEARS/433" as the payment reference. This will help us to identify the source of the payment when it is received.

A payment has been pledged (and is currently awaiting reconciliation) with the following details:

Payment Method: Bank Transfer (Bill Payment)

Payment Instruction Date: 30-MAR-2021

Expected Clear Date: 31-MAR-2021

Bank Name: Test

Bank Address: Test

Payment Contact Name: John Tester

Payment Contact Telephone: 0208 888 8888

Payment Contact Email: john.testster@demo.co.uk

What additional help can I get when making payment through the Energy Portal?

For technical issues in processing payments (i.e. not policy or consent issues) please call the Energy Portal help desk on 0300 067 1682.

ANNEX C

For Category C services, how is the payment requested and how will my company pay?

The relevant Team will ask for the NSTA's Finance Unit to arrange for our finance service provider to issue you with an invoice (by post or email) for settlement.

The invoice will contain:

- Amount of the charge, in pounds sterling
- Basic description of the purpose of the payment, e.g. "PON 6 approval for the xxx field
- Bank details for the NSTA where settlement can be made
- An invoice reference number for you to quote when making your payment which will be essential for the NSTA matching against the consent/authorisation you have requested

Repayments to you

If for some reason it is decided to make a refund to you the following will apply:

- If you have not already paid the invoice, a credit note will be issued to your company against the invoice issued in error
- If you have already paid the invoice, a BACS payment will be made to your company and you will be asked by the NSTA to provide the bank account into which the payment should be made, as follows:

- Name of bank
- Sort code
- Branch of bank
- Account name
- Account number

It is important that these bank details are provided on your company letter headed paper as our finance service provider will not make payment otherwise. **For questions on an invoice, or credit note you have received, please email: accountsreceivable@nstauthority.co.uk**