

# Smarter Travel Vouchers

## Terms and Conditions of reimbursement of expenditure, and permitted expenditure

This document aims to qualify what constitutes reasonable expenditure, by listing the items that a householder could reasonably expect to receive reimbursement for. The items listed are intended to provide added value, ideally ones that a household may not currently own, to encourage and support them in their new way of travelling.

If items required are not listed, residents may ask whether these items could be purchased. The request will be considered, and if clarification is needed, added to a matrix to see if the item scores highly enough for that household to make the claim. The updated terms and conditions will be put on the website if necessary. To request clarification, please contact the Travel Planning Team by emailing

[travel.planning@southglos.gov.uk](mailto:travel.planning@southglos.gov.uk)

### Items that will be reimbursed

Note that a maximum of 3 of any one item (or one per member of a household) may be purchased per household, unless otherwise agreed with South Gloucestershire Council. It is at the discretion of the Council to decide if funding will be provided for more than 3 items/one item per each member of the household, and as such it is advised that this is agreed before items are purchased and a claim made.

Mode	Eligible items	Ineligible items
Walking	Rucksack Laptop bag Shopping trolley/handcart Map of local area (including UK road atlases) Walking poles Personal attack alarm Raincoat (not a fashion coat) Waterproof trousers	Batteries

	<p>Walking shoes, boots, socks, trousers &amp; tops</p> <p>Running shoes</p> <p>Torch</p> <p>Umbrella</p> <p>Baby carrier</p> <p>Fluorescent accessories (vest, backpack cover, armbands etc)</p>	
Cycling	<p>Adults &amp; children's bicycles including:</p> <p>Foldable</p> <p>Electric</p> <p>Hybrid</p> <p>Road bikes</p> <p>Mountain</p> <p>Tricycles</p> <p>Recumbent</p> <p>Specialist</p> <p>Children's balance bikes</p> <p>Bicycle clothing and accessories including:</p> <p>Cycle shoes</p> <p>Cycle clothing – including padded shorts, tops, jackets &amp; gloves</p> <p>Helmet</p> <p>Waterproof clothing</p> <p>Puncture repair kits</p> <p>Pump</p> <p>Bike maintenance stand</p>	<p>Electric bike charging equipment.</p> <p>Bicycle aero bars, or any similar specialist equipment that enhances cycling performance for competitive riders. Please check with the Travel Planning team.</p>

	<p>Bike toolkit</p> <p>Lights</p> <p>Spare cycle parts</p> <p>Pannier racks</p> <p>Panniers or other cycle bags/baskets</p> <p>Trailers</p> <p>Lock</p> <p>Water beaker holder</p> <p>Tagalongs</p> <p>Carriages</p> <p>Child seats</p>	
Scooters	<p>Adult or child scooters and accessories</p> <p>Helmet</p> <p>Knee &amp; elbow pads</p> <p>Locks</p> <p>Bags</p>	<p>E-scooters (currently only legal to ride on private land)</p>
Motorcycling	<p>Motorcycle accessories and equipment including:</p> <p>Helmet</p> <p>Jacket</p> <p>Trousers</p> <p>Boots</p> <p>Gloves</p> <p>Neckerchief</p> <p>Lock and panniers</p> <p>Protective motorcycle covers</p>	<p>Motorcycles, training, servicing or labour costs.</p>

Public Transport	<p>Bus tickets – single, return, daily or season tickets from home. Any bus provider</p> <p>Rail season tickets for journeys to work/college/school</p> <p>Community transport membership and tickets</p>	Cost of one-off journeys by train
Car Sharing or car club schemes	Membership is included	
Miscellaneous		<p>Fitness tracking devices (e.g., activity watches, Garmin, Fitbit, pedometers)</p> <p>GPS navigation or tracking devices for outdoor activities (e.g., Garmin, Wahoo)</p> <p>Car hire</p> <p>Electric Vehicle (EV) charging points</p> <p>Garden sheds</p> <p>Go-Karts</p> <p>One-off phone connection costs</p> <p>Phone bills</p> <p>Suitcases</p> <p>Taxi fares</p> <p>Training courses</p>

## Level of reimbursement

The smarter travel voucher value for all households in the development will be stated on the front cover of the smarter travel voucher. This has been agreed with, and funding for vouchers provided by, the housing developer. There is only funding for one voucher per household, but if not claimed, this can be offered to up to three subsequent tenures per property to allow for turnover of occupants in the travel plan's initial monitoring and performance period.

There is to be only 1 claim per household, but this can include several different items purchased within the time specified on the Smarter Travel Voucher. Receipts for all purchased items and a proof of address for the claimant must be included (for example a utility bill). Reimbursement will not be made for any items without a receipt.

## Changes to the Smarter Travel Voucher Terms and Conditions and liabilities

It is at the discretion of South Gloucestershire Council to change the Terms and Conditions of the Smarter Travel Voucher scheme at any time. The latest version of the Terms and Conditions will be available on the *WEST* (formerly Travelwest) website.

South Gloucestershire Council accepts no liability for the safety, suitability or fitness for purpose of any of the equipment purchased under this scheme.

It is recommended that residents buy good quality products that meet British Safety standards.

The data collected on the Smarter Travel Voucher will remain confidential and only used by South Gloucestershire Council for monitoring purposes, in line with South Gloucestershire Council's Data Protection Policy

<https://beta.southglos.gov.uk/privacy-notice>

For more information on active and sustainable travel visit [travelwest.info](http://travelwest.info)

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