Smarter Travel Vouchers at The Orchards – 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 list is intended to provide added value, ideally to be items that a household may not currently own, in order 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 requests will be taken to a quarterly Smarter Travel Voucher review meeting and the resident will be contacted with the results of the meeting, and updated terms and conditions put on the website if necessary.

**Items that will be reimbursed (by mode of travel)**

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 Travelwest. It is at the discretion of Travelwest 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.

**Walking:**

Luggage/shopping trolley, handcart, map of local area (including UK road atlases), Nordic walking poles, personal attack alarm, raincoat, rucksack, laptop bag, walking or running shoes, torch, umbrella, waterproof trousers, baby carrier.

**Cycling:**

Bicycles, bicycle clothing and bicycle accessories. This includes cycle shoes, padded shorts, cycle clothing, waterproof clothing, gloves, puncture repair kits, lights, pump, toolkit, spare cycle parts, pannier racks, panniers or other cycle bags/baskets, trailers, lock, helmet, bicycles (range depending on local needs, abilities and terrains – foldable, electric, hybrid, mountain, children’s, tricycles, recumbent, specialist), tagalongs, carriages, child seats and cycle storage.

**Scooters:**

Adult or child scooter, helmet, knee & elbow pads, locks, protective equipment, bags and storage. Not e-scooters as currently only legal to ride on private land

**Motorcycling:**

Motorcycle and equipment including helmet, jacket, trousers, boots, gloves, neckerchief, lock and panniers (not training, servicing or labour costs). For free safety training courses provided by South Gloucestershire Council please visit: <http://www.southglos.gov.uk/transport-and-streets/transport/road-safety/road-safety-drivertraining/motorcycle-training/>

**Public Transport:**

Bus season tickets from home (not individual tickets).

Rail season tickets for journey to work/college/school (not one-off journeys).

Car sharing scheme and car clubs: Membership payment is included.

**Not included:**

Training courses, car hire, taxi fares or petrol/diesel, suitcases, phone bills, one-off phone connection costs, mobile phones, telephones, computer accessories, standard garden shed, Broadband, computers, laptops, printers, desks, wi-fi routers, software, apps, e-scooters and furniture.

**Level of reimbursement**

The smarter travel voucher value for tenants/home occupiers will be according to the number of bedrooms per household. This has been agreed with, and funding for vouchers provided by, the developer (Linden Homes) as per the table below. There is only funding for one voucher per household, but if not claimed, this can be offered to up to three tenures per property to allow for overturn 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 a number of different items purchased within the time period specified on the Smarter Travel Voucher. Receipts must be included. Re-imbursement will not be made for any items without a receipt.

**Smarter Travel Voucher values for The Orchards development**

|  |  |
| --- | --- |
| Number of bedrooms per household | Voucher value per household |
| 1 | £100 |
| 2 | £150 |
| 3 | £200 |
| 4+ | £250 |

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

It is at the discretion of Travelwest 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 Orchards Travelwest website [www.travelwest.info/gethome](http://www.travelwest.info/gethome)

Travelwest accept no liability for 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 Travelwest for monitoring purposes, in line with the South Gloucestershire Council’s Data Protection Policy.

<http://www.southglos.gov.uk/council-anddemocracy/data-protection-and-freedom-of-information/privacy-statement/>

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