

# Working At Home Policy

## Policy Version

- Policy Prepared by Chris Jenkins, Estate Manager & Company Secretary
- Approved by JVL Management Committee 28-Jun-2019
- Policy became operational on 03-Jul-2019
- Next Review Date - at JVL discretion
- Version 1.0

## JVL POLICY FOR RUNNING A BUSINESS FROM A JORDANS RESIDENCE.

### *Background to running a business from home*

Current legislation does not make it absolutely clear what is an acceptable level of business activity at a residential property, nor at which point planning permission is required. As a result, the “common sense approach” should be adopted to determine whether the business use is either:

1. An acceptable ancillary use of the property not:-
  - a. requiring planning permission or
  - b. becoming a nuisance to other Village residences
2. A business use which, because of its nature, could not reasonably be expected to be carried out in a residential property without first obtaining planning permission and thus altering the residential and rural feel of the Village.

It is therefore recommended that JVL should stand by its default position that no businesses can operate from a Jordans residence without JVL’s prior written consent. It is recommended that an application should be made by the business owner to confirm that none of the guidelines will be breached. JVL should also make clear that:-

1. Permission does not supersede any Chiltern District Council planning policy, statute business obligation or professional/trade body requirement
2. JVL can withdraw the permission at any time and the business will be required to cease trading from the residence

## JVL business guidelines

Providing a business proposal satisfies, and continues to satisfy, all of the following criteria, it is reasonable for JVL to issue a “JVL business permit” to run a business from a Jordans residence so long as:-

1. The main use of the property must remain residential.
2. The nature of the business does not void any JVL or other residence’s insurance policy
3. In the case of private residences there are:-
  - a. no changes to the exterior of the residence in order to accommodate the business.
  - b. no additional outbuildings, “garden” sheds or similar are erected in order to accommodate the business except by agreement.
4. In the case of rented accommodate:-
  - a. there are no changes to the exterior or interior of the residence in order to accommodate the business except with JVL’s prior written consent



- b. the tenant should have adequate insurance to cover any eventuality as a result of the intended business use
5. No signs or advertisements displayed on the dwelling or within the grounds.
6. The business should not give rise to nuisance or disturbance to other residents.
7. JVL is entitled to inspect on demand at any point relevant documentation in respect of the business.