

**Women's Pioneer Housing  
Running a Business from Home Policy & Procedure**

Title	Running a Business from Home Policy & Procedure
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Related corporate policy objectives	Corporate policy objectives 1, 2 and 4

**1. Introduction**

- 1.1. This policy outlines WPH's approach to running a business from home.

**2. Purpose of this document**

- 2.1. This policy outlines the approach to running a business from home for general needs and sheltered housing.
- 2.2. The policy covers our approach to requests from residents to run a business from their home.

**3. Running a business from home**

- 3.1. Under the Housing Act 1985, secure tenants have a right to exchange their home with another social housing tenant (a mutual exchange) if they have their landlord's consent, we have extended this offer to assured tenancies.
- 3.2. Starter tenants do not have the right to mutually exchange their home.
- 3.3. Tenants must request permission from WPH to run a business from home, we will not unreasonably withhold permission.
- 3.4. The definition of a business normally implies a business activity, which will have an impact on the property or neighbours. Some telephone or computer based work may not constitute a business in this case.
- 3.5. We will normally give permission to run a business from home provided:
- The tenancy agreement does not prohibit running a business from home
  - The property is suitable for the type of business requested
  - The business will not cause a nuisance or damage
- 3.6. When considering permissions and suitability we will check and consider:
- The tenancy agreement
  - The type of business

- The expected impact on neighbours (eg frequency of deliveries, number of visitors, increase in traffic, resulting noise etc.)
- The size and layout of the property
- The access to property (own or shared entrance)

3.7. Permission is granted on condition that the business does not cause a nuisance to neighbours or damage to WPH's property and permission can be withdrawn. Continuing to operate a business once permission has been withdrawn constitutes a breach of tenancy. Permission will be given in writing.