Code of Conduct

For Members of the Yorkshire Dales National Park Authority

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1. Introduction

1.1 The Yorkshire Dales National Park Authority ("the Authority") has adopted the following Code dealing with the conduct that is expected of Members of the Authority when they are acting in that capacity.

1.2 The Code is intended to be consistent with the following Seven Principles of Public Life, and should be read in the light of those principles, namely that Authority Members will act with selflessness, integrity, objectivity, accountability, openness, honesty and leadership. These principles are set out in more detail in **Appendix A** to this Code.

2. General Obligations

2.1 You must treat others with courtesy and respect.

2.2 You must not bully, harass, intimidate or attempt to intimidate any person.

2.3 You must not do anything which compromises or is likely to compromise the impartiality of anyone who works for or on behalf of the Authority.

2.4 You must not conduct yourself in a manner which could reasonably be regarded as bringing the Authority, or your office as a member of the Authority, into disrepute.

2.5 You must not use or attempt to use your position as a Member improperly to confer on or secure for yourself or any other person any advantage or disadvantage.

2.6 You must not knowingly prevent, or attempt to prevent, another person from gaining access to information to which they are entitled by law.

2.7 You must not disclose information which is given to you in confidence, or information which you believe or ought reasonably to be aware is of a confidential nature, unless:

i. You have the consent of a person authorised to give it; or
ii. You are required by law to do so; or
iii. The disclosure is made to a third party for the purpose of obtaining professional advice, provided that the third party agrees not to disclose the information to any other person; or
iv. The disclosure is reasonable, in the public interest, made in good faith, and made in compliance with the reasonable requirements of the Authority after consultation with the Authority's Monitoring Officer.

2.8 Where, as a Member of the Authority, you have been involved in making any decision which is subsequently subject to scrutiny within the Authority, you must not take part in the scrutiny process. In this paragraph, "scrutiny" means the formal examination by the Authority, a Committee of the Authority, or a group of people including Members of the Authority, of a policy or decision previously approved or taken by or

on behalf of the Authority, in order to reach a view on its rectitude, efficacy, performance or value for money. For the purposes of this paragraph, you do not take part in a scrutiny process if you simply offer evidence or opinion to the scrutiny body, and do not participate in its decision.

2.9 You should promote equalities and an inclusive and diverse culture in the Authority and your actions should help create an environment where different perspectives and backgrounds are encouraged and valued and no person is discriminated against.

3. Registration and Declarations of Interest

3.1 Subject to paragraph 3.4, you must register in the Authority's Register of Members' Interests information regarding your personal interests. In this Code of Conduct "your personal interests" means:

(i) any disclosable pecuniary interest (as defined by statutory regulations in force from time to time and set out for information in the note below) which is held by you or, to your knowledge, by your spouse or civil partner, by a person with whom you are living as husband and wife, or by a person with whom you are living as if you were civil partners; and

i.

(ii) any other interest as defined in paragraph 3.3 below which is held by you.

3.2 You must register information regarding your personal interests by giving written notice to the Monitoring Officer, who maintains the Register; within 28 days of your appointment as a member of the Authority; and thereafter, within 28 days of any change taking place in your personal interests.

3.3 The following are personal interests within paragraph 3.1(ii):

a) Your membership of any body to which you are appointed by the Authority;
b) Your membership of any public body;
c) Your membership of any charitable body;
d) Your membership of any political party, trade union, or other body one of whose principal purposes is to influence public opinion or policy;
e) Any land owned by the Authority of which any of the persons mentioned at (a) to (d) above, are the tenant or licensee.

3.4 Where you consider that disclosure of the details of any of your personal interests could lead to you, or a person connected with you, being subject to violence or intimidation, you may inform the Monitoring Officer; and if the Monitoring Officer agrees, a note will be made in the register to the effect that you have a personal interest, details of which are withheld under Section 32 of the Localism Act 2011.

3.5 Where you attend a meeting of the Authority, or of a Committee of the Authority, and you are, or ought reasonably to be, aware that any of your personal interests are relevant to an item of business which is being considered, then unless the interest is one which has been noted under paragraph 3.4 you must disclose to that meeting the existence and nature of that interest at the commencement of that item of business, or when the interest becomes apparent, if later.

3.6 Where you attend a meeting of the Authority, or of a Committee of the Authority, and you are, or ought reasonably to be, aware that a decision in relation to any item of business which is to be transacted might reasonably be regarded as affecting your wellbeing or financial position, or the wellbeing or financial position of a person described in paragraph 3.7 to a greater extent than the majority of inhabitants of the Yorkshire Dales National Park, then you must disclose to that meeting the existence and nature of that interest at the commencement of that item of business, or when the interest becomes apparent, if later.

3.7 The persons referred to in paragraph 3.6 are:

a) a member of your family;
b) any person with whom you have a close association;
c) in relation to persons described in (a) and (b), their employer, any firm in which they are a partner, or company of which they are a director or shareholder.

3.8 Where you disclose an interest pursuant to paragraph 3.6, you will need to consider whether the nature of the interest is such that it may, or may reasonably be perceived to, conflict with your public duties. If a reasonable member of the public, knowing all the facts, would believe that it is likely to prejudice your judgement of the wider public interest, you should not participate in the discussion or vote on the matter and you should leave the room after exercising any right to speak which a member of the public would have (should you wish to do so).

3.9 Where you have a disclosable pecuniary interest in an item of business you must withdraw from the meeting whilst the matter is being considered, unless you have obtained a dispensation from the Standards Committee.

4. Gifts and Hospitality

4.1 If you are in receipt of a gift or hospitality with a value of £50 or more which is attributable to your membership of the Authority, or any offer of any such gift or hospitality, you must disclose this to the Monitoring Officer; and you must decline to accept any such gift or hospitality which could reasonably be perceived as creating an obligation upon the Authority, or upon yourself as a member of the Authority.

APPENDIX A

The Seven Principles of Public Life (The Nolan Principles)

1. Selflessness
Holders of public office should act solely in terms of the public interest.

2. Integrity
Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

3. Objectivity
Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4. Accountability
Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

5. Openness
Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

6. Honesty
Holders of public office should be truthful.

7. Leadership
Holders of public office should exhibit these principles in their own behavior. They should actively promote and robustly support the principles and be willing to challenge poor behavior wherever it occurs.

APPENDIX B

This Appendix is not part of this Code of Conduct but it contains, for information, the currently defined list of disclosable pecuniary interests which must be registered for Members, their spouse or civil partner, or any person with whom they are living as if they were their spouse or partner.

i. Any employment, office, trade, profession or vocation carried on for profit or gain.

ii. Any payment or provision of any other financial benefit (other than from the Authority) made or provided in the last 12 months in respect of any expenses incurred by the Member in carrying out duties as a member, or towards the Member's election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Unions and Labour Relations (Consolidation) Act 1992.

iii. Any contract under which goods or services are to be provided or works are to be executed and which has not been fully discharged which is made:
- between the Authority and the Member; and/or
- to the Member's knowledge, by their spouse or civil partner, by a person with whom they are living as husband and wife, or by a person with whom they are living as if they were civil partners; and/or
- between any body in which any of the above have a beneficial interest.

iv. Any beneficial interest in land (not including an interest which does not carry with it a right to occupy the land or to receive income) which is within the area of the Yorkshire Dales National Park.

v. Any licence (alone or jointly with others) to occupy land in the area of the Yorkshire Dales National Park for a month or longer.

vi. Any tenancy where (to the Member's knowledge) the landlord is the Authority and the tenant is a body in which the Member; and/or, to the Member's knowledge, their spouse or civil partner, a person with whom they are living as husband and wife, or a person with whom they are living as if they were civil partners has a beneficial interest.

vii. Any beneficial interest in securities of a body where that body (to the Member's knowledge) has a place of business or land in the Yorkshire Dales National Park and either:
- The total nominal value of the securities exceeds £25000 or one hundredth of the total issued share capital of that body; or
- If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the Member and/or, to the Member's knowledge, their spouse or civil partner, a person with whom they are living as husband and wife, or a person with whom they are living as if they were civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class.