



**YORKSHIRE DALES**  
National Park Authority

## **Code of Conduct for Authority Members**

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.

The code is intended to be consistent with the following seven principles, 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.

1. You must treat others with courtesy.
2. You must not intimidate or attempt to intimidate any person.
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.
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.
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.
6. If you are in receipt of any gift or hospitality 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.
7. You must not knowingly prevent, or attempt to prevent, another person from gaining access to information to which they are entitled by law.
8. 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:
  - You have the consent of a person authorised to give it; or
  - You are required by law to do so; or
  - 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
  - The disclosure is reasonable, in the public interest, made in good faith, and made in compliance with the reasonable requirements of the Authority.

9. 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.
10. Subject to paragraph 12, 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:
- 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
    - i. by you, or
    - ii. 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
  - any other interest as defined in paragraph 11 below which is held by you. You must register information regarding your personal interests by giving written notice to the Monitoring Officer, who maintains the Register; and you must give such notice:
    - 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.
11. The following are personal interests within paragraph 10:
- (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.
12. 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 so 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.
13. 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 12, 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.

14. 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 well being or financial position, or the well being or financial position of a person described in paragraph 15 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.
15. The persons referred to in paragraph 14 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.
16. You must comply with any standing order adopted by the Authority which requires Members to leave the room during any meeting at which a matter in which they have a disclosable pecuniary interest is being discussed.

Adopted by the Authority 26 June 2012, and effective from 1 July 2012.

## **NOTE**

This note is not part of this code of conduct but it contains, for information, the currently defined list of disclosable pecuniary interests, as mentioned in paragraph 10 above:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- 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.
- 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
  - any body in which any of the above have a beneficial interest.

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