Exeter College

Code of Conduct for Trustees

Role and responsibilities

As individual members of the GB, Fellows agree to

• Assist the Governing Body to fulfil its core strategic functions of establishing the College’s strategic direction, managing its resources, and safeguard the interests of the College
• Involve themselves actively in the work of the GB including attending meetings, accepting a fair share of responsibilities, including service on committees or working groups, preparing in advance for meetings, including reading relevant papers and attending relevant trustee training.
• Acknowledge that they have no legal authority to bind the College to any course of action, except when given delegated authority to do so.
• Accept collective responsibility for all decisions made by the GB or its delegated agents
• Act fairly and without prejudice, including reporting on any potential conflicts of interest
• Fulfil all that is expected of a good employer.
• Encourage open governance (as set out in the Charity Governance Code) and act appropriately.
• In making or responding to criticism or complaints, follow the procedures established by the GB, including using the grievance and whistleblowing procedures.
• Act within the College’s Statutes, Bylaws and policies

Relationships

Trustees agree to

• strive to work as a team in which constructive working relationships are actively promoted.
• express views openly, courteously and respectfully in all communications with other Fellows, and College staff, both in meetings and outside of meetings.
• work to create an inclusive environment in which the contributions of all trustees are received respectfully
• support the chair in their role of ensuring appropriate conduct, both during meetings and at all other times.

Confidentiality

Trustees agree to

• observe complete confidentiality when matters are deemed confidential including after leaving the Governing Body, taking particular care at events like the SCR lunch in the Old Bursary.
• not reveal the details of any GB or committee vote to those who are not entitled to be present at the vote in question.
• Extend confidentiality to the views of Fellows and other committee members presented at GB or Committees

Breach of this code

Trustees who believe that this code has been breached should raise this issue with the Rector (or the Sub Rector where the Rector is suspected of breaching the code).
Implementing the code

- All Fellows will be given a copy of this code as part of their induction
- Annually, the Code will be recirculated to all members.

Trustees are also encouraged to refer to the Charity Governance Code (See https://www.charitygovernancecode.org/en/front-page), against which the College assesses its own governance.

By College Order 23/114, this policy was approved by Governing Body on 29th December 2023 with immediate effect, and is to be reviewed by 31st December 2026, and was also approved for display on the website.