

# **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 29<sup>th</sup> December 2023 with immediate effect, and is to be reviewed by 31<sup>st</sup> December 2026, and was also approved for display on the website.