

Appendix B

**Humber & North Yorkshire Integrated Care Board (HNY ICB)
Urgent Decisions Form**

All urgent decision requests should be submitted via the relevant ICB executive director. The following form must be completed where an urgent decision is necessary in accordance with ICB Standing Order 4.9, as follows:

- a. Where it is neither practical or reasonable to call an urgent meeting of the Board, the powers that are reserved or delegated to the Board may for an urgent decision be exercised by the Chair, or a Non-executive Director in the absence of the Chair, having first consulted two other Members of the Board, one of whom shall be either Chief Executive or Director of Finance and Investment or Deputy Chief Executive / Chief Operating Officer, subject to every effort having been made to consult with as many Members as possible in the given circumstances.

Where an Urgent Decision has been made in accordance with the above, the decision must be submitted in written form to the next public meeting of the ICB Board. The decision must also be received at the next meeting of Audit Committee for information.

<p>Title and summary information of the item subject to an urgent decision request:</p>	<p>Title: Establishment of a Pharmaceutical Services Regulations Committee (PSRC).</p>
	<p>Summary Information:</p> <p>NHS England has delegated its direct commissioning functions for pharmaceutical services and local pharmaceutical services functions to Integrated Care Boards from 1 April 2023 and the three ICBs in Yorkshire and the Humber have updated their governance in anticipation of these delegations.</p> <p>In addition to the general governance preparations already completed, the Pharmacy Manual reissued at the end of February 2023 to local specialist teams confirmed that in accordance with the National Health Service (Pharmaceutical and Local Pharmaceutical Services) Regulations 2013, as amended ('the Regulations'), ICBs need to establish a Pharmaceutical Services Regulations Committee (PSRC), that are equivalent to the previous NHS England PSRCs.</p> <p>This is a highly specialist committee which makes decisions in relation to matters under the Regulations listed in Chapter 3 of the Pharmacy Manual, where the decision maker is listed as 'the committee'. The establishment of the committee also enables designated NHS England officers (subsequently ICB officers from July 2023 onwards) to take specified delegated decisions on behalf of the committee.</p> <p>In late March 2023, the three ICBs across Yorkshire and the Humber agreed to collaborate in their approach to the committee's establishment and operation given its highly specialist and technical function and the expert advice it requires.</p> <p>In collaboration with the governance leads across the ICBs, several options were considered for the working arrangements of the committee and the preferred option in the short term is to meet as committees in common, given that this is the simplest and quickest means to establish the committee by 1 April 2023.</p> <p>The Committees in Common approach allows each ICB to establish their own committee. They will each have the same terms of reference and all meet concurrently with a common agenda. This approach maximises the ability to achieve joint working objectives whilst retaining individual autonomy. Each</p>

	committee will also adopt the same membership. The committees retain responsibility for their own functions and remain accountable to their own ICB. The committee will provide a report setting out a summary of its activity, decisions taken and outcomes of any appeals against those decisions at least every six months within each ICB.	
Executive Director Requesting the Urgent Decision (Name and Title):	Amanda Bloor, Deputy Chief Executive / Chief Operating Officer	
Date of Request:	23 March 2023	
Rationale for Urgent Decision:	Due to time constraints, HNY ICB was required to make an Urgent Decision to establish the PSRC and approve its terms of reference prior to 1 April 2023, which was before the Board was next due to meet in public on 10 May 2023. In line with the HNY ICB Constitution and Standing Orders, the Chief Executive, Chair and Deputy Chief Executive made the Urgent Decision to approve the establishment of the PSRC and the terms of reference on 23 March 2023.	
Any significant financial implications not previously accounted for:	None	
Any Significant Quality Implications not previously accounted for:	None	
Details of Board Members Consulted (Name and Title): (see above for criteria*)	<ul style="list-style-type: none"> • Sue Symington, ICB Chair • Stephen Eames, ICB Chief Executive • Amanda Bloor, ICB Deputy Chief Executive / Chief Operating Officer 	
Authorised by the ICB Chair: (or other authorising Non-executive director)	Signature:	Date: 10 May 2023
Date Urgent Decision Ratified by the Board:	10 May 2023	
Date Urgent Decision received by the Audit Committee for oversight:		
Signed by the Audit Committee Chair:	Signature:	Date:

* due regard must also be given to the ICB Conflict of Interest Policy for those considering the request