

HFEA Executive Licensing Panel Meeting

27th January 2010

21 Bloomsbury Street London WC1B 3HF

Minutes – item 4

Manchester Fertility Services (0033), Application to Vary to Change Person Responsible

Members of the Panel:

Peter Thompson, Director of Strategy & Information (Chair)	Committee Administrator: Joanne McAlpine
Mark Bennett, Director of Finance & Facilities	
Trish Davies, Director of Compliance	

Declarations of Interest: members of the Committee declared that they had no conflicts of interest in relation to this item.

The following papers were considered by the Committee:

- papers for Licence Committee (25 pages)
- no papers were tabled for this item

The Committee also had before it:

- HFEA Protocol for the Conduct of Licence Committee Meetings of the Authority's Executive Licensing Panel
- 8th edition of the HFEA Code of Practice
- Human Fertilisation and Embryology Act 1990 (as amended)
- Direction 0008 (where relevant), and any other relevant Directions issued by the Authority;
- Decision Trees for Granting and Renewing Licences and Considering Requests to Vary a Licence
- Guidance for members of Authority and Committees on the handling of conflicts of interest approved by the Authority on 21 January 2009
- Indicative applications guidance on the time period for which licences should be granted approved by the Authority on 21 October 2009
- Indicative sanctions guidance approved by the Authority on 18 March 2009
- Licence application and any relevant documentation

1. The Panel considered the papers for this item which included an executive summary, a CV and an application for variation to change the Person Responsible, with appropriate references.
2. The Panel noted that the current PR Professor Brian Lieberman wishes to relinquish the role as Person Responsible at Manchester Fertility Services.
3. The Panel noted it was in receipt of a signed application form with the appropriate references from Dr Gideon Lieberman and Dr Stephen Troup, which support the appointment of Dr Debbie Falconer.
4. The Panel noted that the proposed PR, Dr Debbie Falconer has completed the PR Entry Programme satisfactorily, and meets the requirements of Licence Condition T8.
5. The Panel noted the experience on Dr Falconer's CV and that there are no issues regarding the character, qualifications, experience or ability to discharge the necessary duties under section 17 of the HFE Act 1990 (as amended).
6. The Panel noted the inspectorate's recommendation in support of this application.

The Panel's Decision

7. The Panel agreed to vary the licence to make Dr Debbie Falconer the Person Responsible for Manchester Fertility Services in accordance with section 18A of the HFE Act 1990 (as amended).

Signed..........Date.....4/2/10.....
Peter Thompson (Chair)