

# HFEA Executive Licensing Panel Meeting

11 March 2010

21 Bloomsbury Street London WC1B 3HF

## Minutes – item 5

### Louis Hughes (0011), Application for change of Licence Holder

#### Members of the Panel:

Peter Thompson, Director of Strategy & Information (Chair)      Committee Administrator:  
Joanne McAlpine

Mark Bennett, Director of Finance & Facilities

Ian Peacock, Analyst Programmer

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 (10 pages)
- Tabled email from the inspectorate on behalf of the centre (1 page)

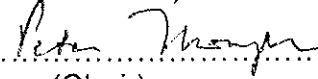
The Committee also had before it:

- HFEA Protocol for the Conduct of Licence Committee Meetings of the Authority's Executive Licensing Panel
- 8<sup>th</sup> 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 which included an executive summary, an application to vary the Licence Holder and the new company registration details.
2. The Panel noted that Louis Hughes centre 0011 has recently undergone a change of ownership, and the new owner's wish to change its name from Louis Hughes to The London Sperm Bank.
3. The Panel noted that the centre has recently renewed its storage licence which was approved by the Panel on the 27 January 2010.
4. The Panel noted that the centre has applied for the Licence Holder to be The London Sperm Bank Ltd.
5. The Panel noted that the Person Responsible has provided the contact details of Mrs Christina Champion, currently the Quality Assurance Coordinator for the London Sperm Bank and the London Womens Clinic, as a named person for the London Sperm Bank. This meets the need to have a person to contact if the Person Responsible were to be unavailable.
6. The Panel noted that the current Licence Holder Ms Linda Sheahan has resigned and has relinquished all duties at the centre.
7. The Panel agreed that it had sufficient information on which to make a decision.

The Panel's Decision

8. The Panel agreed to vary the licence to recognise The London Sperm Bank as the Licence Holder in accordance with section 18A of the HFE Act 1990 (as amended).

Signed.......... Date...22/03/10.  
Peter Thompson (Chair)