

HFEA Executive Licensing Panel Meeting

23 March 2010

21 Bloomsbury Street London WC1B 3HF

Minutes – item 7

Leicester Royal Infirmary (0068), 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

Hannah Darby – Policy Manager

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 (24 pages)
- no tabled papers for this item

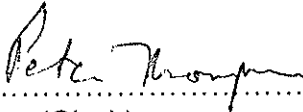
The Committee also had before it:

- 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 which included an executive summary, a proposing letter from the PR, a signed application form and a CV of the proposed Licence Holder.
2. The Panel noted that Mr Allan Davidson is retiring and stepping down as Licence Holder and the centre's PR Mrs Jane Blower has proposed Miss Claire Elson to take over the role.
3. The Panel noted that Miss Elson is currently Medical Director at the Centre, Consultant Gynaecologist and Obstetrician at Leicester Royal Infirmary and holds an Honorary Senior Lecturer position with the University of Leicester.
4. The Panel agreed that it had sufficient information on which to make a decision and all the relevant material had been provided.

The Panel's Decision

5. The Panel noted the inspectorate's recommendation in support of this application and agreed to vary the current licence to appoint Miss Claire Elson as the Licence Holder in accordance with section 18A of the HFE Act 1990 (as amended).

Signed.....  Date..... 7/4/10.....
Peter Thompson (Chair)