

HFEA Executive Licensing Panel Meeting

3 June 2010

21 Bloomsbury Street London WC1B 3HF

Minutes – item 6

Crosshouse Hospital (0287), Variation of licence for change of Person Responsible

Members of the Panel:

Mark Bennett, Director of Finance & Facilities

Peter Thompson, Director of Strategy & Information (Chair)

Hannah Darby, Policy Manager

Committee Administrator:

Joanne McAlpine

Observing:

Nick Jones, Director of Compliance

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

The following papers were considered by the Panel:

- Submitted papers (34 pages)
- A subsequently tabled reference

The Panel 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, an application for the variation of Person Responsible (PR), correspondence from the proposed Person Responsible giving his consent to assume the position, correspondence from the current Person Responsible signalling his resignation, a CV and a tabled reference.
2. The Panel noted that the current Person Responsible has retired from his post as Consultant and Obstetrician and role as Person Responsible.
3. The Panel noted that an application had been made by Dr Melrose, the Licence Holder, proposing the appointment of Dr Santanu Acharya as the new Person Responsible.
4. The Panel noted the tabled reference from Mr Martin De Bono of Calderdale Hospital, Halifax and that he is in support of the application. Subsequent to the meeting, the second supporting reference from Mr Adam Balen was seen by the Panel Administrator and Chair.
5. The Panel noted Dr Acharya's CV and relevant experience and that he is currently a consultant in Obstetrics and Gynaecology at Crosshouse Hospital, and has extensive experience, of more than two years, of working in the fertility sector.
6. The Panel noted that the proposed Person Responsible has completed the PR Entry Programme and is registered with the General Medical Council and is a member of the Royal College of Obstetricians and Gynaecologists.

The Panel's Decision

7. The Panel noted that they had a signed application form and had sufficient information on which to make a decision. The Panel considered this to be the case although the second reference had not been submitted and left it to the Chair and Administrator to satisfy themselves on this point (see 6 above).
8. The Panel noted that the inspectorate was in support of this application.
9. The Panel agreed that it was satisfied regarding the suitability of the proposed PR, that he was qualified and had the appropriate skills to discharge his duties as a Person Responsible. The Panel agreed to vary the licence to make Dr Santanu Acharya the Person Responsible in accordance with section 18A of the HFE Act 1990 (as amended).

Signed.....



Date.....

15/6/10

Mark Bennett (Chair)