

HFEA Executive Licensing Panel Meeting

3 December 2009

21 Bloomsbury Street London WC1B 3HF

Minutes – item 7

Hartlepool Assisted Reproductive Unit (0031), Application to Vary to Change the Person Responsible and the 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 (17 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 which included an executive summary, an application to vary to change the Licence Holder and an application to vary the Person Responsible, and relevant information regarding the proposed PR.
2. The Panel noted that Dr Iona MacLeod has applied to step down from her position as the Person Responsible and take on the role as Licence Holder, and that Dr Mohamed Hany Mostafa has applied to take on the role of the Person Responsible.
3. The Panel noted that they were in receipt of a signed application form and that they have the resignation from the current Person Responsible but not from the current Licence Holder. However Ms Susan Blowers has indicated her resignation due to retirement on page 14 of the application form.
4. The Panel noted that the proposed Person Responsible is currently a consultant Obstetrician and Gynaecologist at the University Hospital of Hartlepool for over a year, and has had extensive experience and skills in reproductive medicine since 1999 as well as a completion certificate of specialist training in February 2008.
5. The Panel noted that there were no issues regarding character, qualifications or experience of the proposed Person Responsible or his ability to carry out his duties under section 17 of the HFE Act 1990 (as amended)
6. The Panel noted the inspectorate's recommendation that they were in support of this application.
7. The Panel agreed that they were satisfied regarding the suitability of the proposed PR and that he was qualified with more than two years practical experience and he had satisfactorily completed the PR Entry Programme.

The Panel's Decision

8. The Panel agreed to vary the licence to make Dr Mohamed Hany Mostafa the Person Responsible and Dr Iona MacLeod the Licence Holder in accordance with section 18A of the HFE Act 1990 (as amended).

Signed..........Date.....14 December 2009.....
Peter Thompson (Chair)