

HFEA Executive Licence Panel Meeting

21 July 2011

21 Bloomsbury Street London WC1B 3HF

Minutes – Item 2

Centre 0077 (Regional Fertility Centre Belfast) – Variation Application to change Licence Holder

Members of the Panel: Peter Thompson, Director of Strategy & Information (Chair) Mark Bennett, Director of Finance and Facilities Ian Peacock, Analyst Programmer	Committee Secretary: Lauren Crawford
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Declarations of Interest: members of the Panel declared that they had no conflicts of interest in relation to this item.

The Panel also had before it:

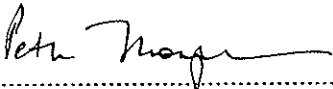
- HFEA Protocol for the Conduct of Meetings of Executive Licensing Panel
- 8th edition of the HFEA Code of Practice
- Human Fertilisation and Embryology Act 1990 (as amended)
- Decision trees for granting and renewing licences and considering requests to vary a licence (including the PGD decision tree)
- Guidance for members of Authority and Committees on the handling of conflicts of interest approved by the Authority on 21 January 2009.
- Guidance on periods for which new or renewed licences should be granted
- Standing Orders and Instrument of Delegation
- Indicative Sanctions Guidance
- HFEA Direction 0008 (where relevant), and any other relevant Directions issued by the Authority
- Guide to Licensing
- Compliance and Enforcement Policy
- Policy on Publication of Authority and Committee Papers

Consideration of Application

1. The Panel considered the papers, which included an application to change the Licence Holder (LH), a letter of resignation from the current Licence Holder and a letter of acceptance and CV from the proposed Licence Holder.
2. The Panel noted that the current LH, Karin Jackson, has resigned as of the 1 June 2011.
3. The Panel noted it was in receipt of a signed application form and that it had written confirmation from the proposed LH, Brian Barry, accepting the role of Licence Holder for this centre.
4. The Panel noted the Inspectorate's recommendation to approve the application for the change of Licence Holder.
5. The Panel agreed that it was satisfied regarding the suitability of the proposed LH.

The Panel's Decision

6. The Panel agreed to vary the licence to make Brian Barry the Licence Holder, in accordance with section 18A of the HFE Act 1990 (as amended).

Signed  Date 31/8/11

Peter Thompson (Chair)