

# HFEA Executive Licensing Panel Meeting

25 July 2012

Finsbury Tower, 103-105 Bunhill Row, London, EC1Y 8HF

## Minutes – Item 4

### Centre 0149 – (Royal Derby Hospital) – Variation of Licence to Change Licence Holder

Members of the Panel: Juliet Tizzard, Head of Policy & Communications (Chair) Charlotte Augst, Head of Business Intelligence Paula Robinson, Head of Business Planning	Committee Secretary: Joanne McAlpine
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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

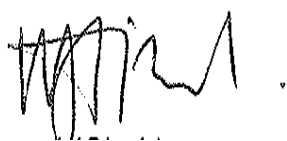
## Consideration of Application

1. The Panel considered the papers, which included an executive summary, an application to change the Licence Holder (LH), an acceptance letter from the proposed LH, and a CV of the proposed LH.
2. The Panel noted that an application to change the LH for centre 0149 had been received by the HFEA.
3. The Panel noted that the current LH, Professor Robert Shaw, had resigned from his role and had already left the hospital.
4. The Panel noted that the proposed LH, Mr Saad Amer, has confirmed his willingness to assume the responsibility of the LH.
5. The Panel noted Mr Amer's CV and his academic and professional qualifications.
6. The Panel noted the Inspectorate's recommendation to vary the centre's licence to approve Mr Saad Amer as the Licence Holder.

## Decision

7. The Panel agreed it was in receipt of the supporting documentation as required by the HFE Act 1990 (as amended) in relation to section 16(2), which sets out the requirements of a LH.
8. The Panel approved the appointment of Mr Saad Amer as the Licence Holder for Royal Derby Hospital (Centre 0149) with immediate effect, in accordance with section 18A of the HFE Act 1990 (as amended).

Signed:  
Juliet Tizzard (Chair)



Date: 03/08/2012