

HFEA Executive Licensing Panel Meeting

5 October 2012

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

Minutes – Item 3

Centre 0094 – (Barts and The London Centre for Reproductive Medicine) – Variation of Licence Change of Licence Holder

Members of the Panel:

Mark Bennett, Director of Finance &
Facilities (Chair)

Nick Jones, Directorate of Compliance

Ian Peacock, Analyst Programmer

Committee Secretary:

Joanne McAlpine

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 together with a CV, and a statement from the Person Responsible confirming resignation of the current Licence Holder.
2. The Panel noted that an application to appoint a LH has been received by the HFEA.
3. The Panel noted that the current LH, Mr Trevor Beedham, has resigned from his role and has left the trust.
4. The Panel noted the proposed LH, Mr Steve Ryan's CV and noted his professional and academic qualifications.
5. The Panel noted that the proposed LH, Mr Steve Ryan, has written confirming his willingness to assume the responsibility.
6. The Panel noted the Inspectorate's recommendation for the Panel to approve the appointment of Mr Steve Ryan as the LH.

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 agreed to the Inspectorate's recommendation to appoint Mr Steve Ryan as the LH with immediate effect, in accordance with section 18A of the HFE Act 1990 (as amended).

Signed:

Mark Bennett (Chair)

Date:

10 Oct 2012