

# HFEA Executive Licence Panel Meeting

27 April 2011

21 Bloomsbury Street London WC1B 3HF

## Minutes – Item 3

### Centre 0295 (Bristol Centre for Reproductive Medicine) – Variation of Licence Change of Person Responsible (Treatment with Storage)

Members of the Panel:	Committee Secretary: Joanne McAlpine
Mark Bennett, Director of Finance & Facilities (Chair)	
Nick Jones, Director of Compliance	Observing: Lauren Crawford, PA to Director of Finance & Facilities and Director of Strategy & Information
Juliet Tizzard, Head of Policy	

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 noted that the Licence Holder (LH) has made an application to change the Person Responsible (PR) for this centre.
2. The Panel noted that the current (PR) for this centre Mr Peter Wardle is stepping down from this post and clinical lead but will be staying at the centre in the role of Consultant Obstetrician and Gynaecologist.
3. The Panel noted that the LH has proposed Mr Valentine Akande to replace the current PR.
4. The Panel noted the email from the outgoing PR confirming their resignation from the role.
5. The Panel noted the letter from the proposed PR confirming that they are willing to assume the responsibility of the PR.
6. The Panel noted Mr Akande's CV, his experience in reproductive medicine and employment as a Consultant Gynaecologist in the Division Of Women's Health & BCRM, Southmead Hospital Bristol for seven years.
7. The Panel noted that Mr Akande has completed the PR Entry Programme to the satisfaction of the Inspectorate and is currently the PR for another licensed centre Spire Hospital Bristol, (centre 0284).
8. The Panel noted that Mr Akande will not be continuing his role as PR at the Spire Hospital (centre 0284), and an application for a change of PR will be submitted separately for that centre.
9. The Panel noted that references are not needed, as the HFEA recognises where applicants have been established as a PR at another centre.
10. The Panel noted the Inspectorate supports the application and recommends that Mr Valentine Akande assumes the role of the PR at this centre.

## Decision

11. The Panel noted that it was in receipt of the completed application form and all the supporting documentation, in accordance with Section 16 (2) of the HFE Act (as amended), which sets out the requirements of a PR.
12. The Panel noted that the PR possesses the formal academic qualifications and over two years experience in a fertility centre as set out in Section 16 (2)(c)(i) of the Act, in order to discharge his duties as the Person Responsible as required by Section 17 of the Act.
13. The Panel was satisfied with the evidence in support of the application, and agreed to vary the centre's licence to appoint Mr Valentine Akande as the PR in accordance with Section 18A of the HFE Act (as amended).

Signed:  
Mark Bennett (Chair)



Date:

6 May 2011