

HFEA Executive Licensing Panel Meeting

28 November 2012

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

Minutes – Item 6

Centre 0070 – (The Bridge Centre) – Variation of Licence - Change of Licence Holder

Members of the Panel: Juliet Tizzard, Head of Policy & Communications (Chair) Jasper Squire, Computer Programmer 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

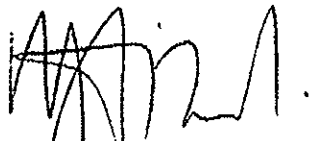
Consideration of Application

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, a resignation letter from the outgoing LH and a CV of the proposed LH.
2. The Panel noted that an application to appoint a LH had been received by the HFEA from Dr Alan Thornhill who is the Person Responsible for this centre and is also a Member of the Authority.
3. The Panel noted that the current LH, Mr Paul Williams, has resigned from the post.
4. The Panel noted that the proposed LH, Dr Kamal Ahuja, has the relevant qualifications and experience to carry out the required responsibilities.
5. The Panel noted that the proposed LH, Dr Ahuja, has written a letter confirming his willingness to assume this responsibility.
6. The Panel noted the Inspectorate's recommendation for the Panel to approve the appointment of Dr Kamal Ahuja as 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 Dr Kamal Ahuja as the LH with immediate effect, in accordance with section 18A of the HFE Act 1990 (as amended).

Signed:
Juliet Tizzard (Chair)



Date: 10/12/2012