

# HFEA Executive Licensing Panel Meeting

## 5 July 2013

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

### Minutes – Item 6

#### Centre 0006 – (The Lister Fertility Clinic) – Change of Licence Holder

Members of the Panel: Juliet Tizzard – Head of Policy and Communications (Chair) Hannah Darby – Senior Policy Manager David Moysen – Head of IT	Committee Secretary: Rebecca Loveys
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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

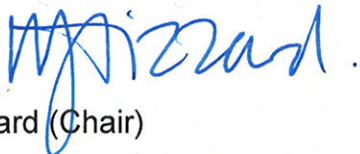
1. The Panel considered the papers, which included a completed application form and an acceptance letter and CV from the proposed Licence Holder (LH).
2. The Panel noted that the current LH, Ms Mary Power, has written confirming her resignation from the role.
3. The Panel noted that the proposed LH, Mrs Safira Batha, has written a letter confirming her willingness to assume the responsibility.
4. The Panel noted that the proposed LH has the appropriate qualifications and experience required for the role.

## Decision

5. The Panel agreed it was in receipt of the appropriate documentation as required by the HFE Act 1990 (as amended) in relation to Section 16(2).
6. The Panel endorsed the inspectorate's recommendation and agreed to appoint Mrs Safira Batha as Licence Holder at The Lister Fertility Clinic (0006) in accordance with Section 18A of the HFE Act 1990 (as amended).

Signed:

Juliet Tizzard (Chair)



Date:

17 July 2013