

HFEA Executive Licensing Panel Meeting

2 August 2013

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

Minutes – Item 6

Centre 0049 – (IVF Wales) – Variation of Licence Application to Change the Centre Name

Members of the Panel:	Committee Secretary:
Mark Bennett – Director of Finance and Facilities (Chair)	Rebecca Loveys
Nick Jones – Director of Compliance and Information	
Rachel Hopkins – Head of HR	

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

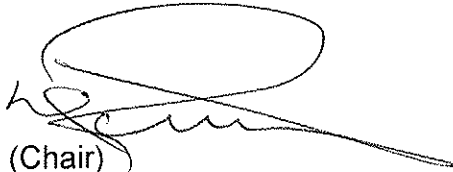
Consideration of Application

1. The Panel considered the papers supporting the application to change the centre name.
2. The Panel noted the application was to vary the current licence by changing the centre name from 'IVF Wales' to 'Wales Fertility Institute - Cardiff'.
3. The Panel noted the Inspectorate's recommendation to approve the variation of the licence.

Decision

4. The Panel approved the Inspectorate's recommendation and agreed to rename the centre 'Wales Fertility Institute - Cardiff'.

Signed:
Mark Bennett (Chair)



Date:

7 August 2013