

HFEA Executive Licensing Panel Meeting

24 April 2014

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

Minutes – Item 6

Centre 0004 – (Ninewells Hospital) – Variation – Change of Licence Holder

Members of the Panel:	Committee Secretary:
Juliet Tizzard – Interim Director of Strategy (Chair)	Dee Knoyle
David Moysen – Head of IT	
Joanne Anton – Policy Manager	

Declarations of Interest: members of the Panel declared that they had no conflicts of interest in relation to this item.

The Panel had before it:

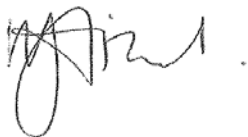
- HFEA Protocol for the Conduct of Meetings of Executive Licensing Panel
- 8th edition of the HFEA Code of Practice
- Human Fertilisation and Embryology Act 1990 (as amended)
- Decision trees for granting and renewing licences and considering requests to vary a licence (including the PGD decision tree)
- 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, an Executive Summary and an acceptance letter from the proposed Licence Holder (LH).
2. The Panel noted that the centre's LH, Mr Gerry Marr, who was the Chief Executive of NHS Tayside, had left the Trust.
3. The Panel noted that the proposed LH, NHS Tayside, had written a letter of acceptance.
4. The Panel noted that all information required under General Directions 0008 has been provided.
5. The Panel noted the Inspectorate's recommendation to approve the appointment of NHS Tayside as LH.

Decision

6. 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).
7. The Panel endorsed the Inspectorate's recommendation and agreed to vary the licence of Ninewells Hospital (centre 0004) in order to appoint NHS Tayside as Licence Holder in accordance with Section 18A of the HFE Act 1990 (as amended).



Signed:
Juliet Tizzard (Chair)

Date: 8 May 2014