

Executive Licensing Panel - minutes

Centre 0307 (Complete Fertility Centre Southampton) – Variation Change of Licence Holder (LH)

Friday, 4 September 2015

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

Panel members	Paula Robinson (Chair) David Moysen Nick Jones	Head of Business Planning Head of IT Director of Compliance & Information
Members of the Executive	Trent Fisher Sam Hartley	Secretary Head of Governance & Licensing
External adviser	None	
Observers	Howard Ryan	Technical Report Developer

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:

- 8th edition of the HFEA Code of Practice
 - Standard licensing and approvals pack for committee members
- The panel had before it:

1. Consideration of application

- 1.1. The panel considered the papers, which included a completed application form, an executive summary, CV and confirmation of acceptance from the proposed Licence Holder (LH).
- 1.2. The panel noted that the proposed LH, Professor Nick Macklon, is willing to assume the responsibility of the role of LH.
- 1.3. The panel noted from Professor Macklon's CV that he has suitable qualifications for the role of LH.
- 1.4. The panel noted from the information provided that the character, qualifications and experience of the proposed LH are such that he is able to carry out a LH's duties under section 17 of the HFE Act 1990 (as amended).
- 1.5. The panel noted that all information required under General Directions 0008 had been provided.
- 1.6. The panel noted the inspectorate's recommendation to vary the centre's licence to appoint Professor Macklon as the Licence Holder.

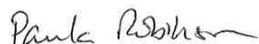
2. Decision

- 2.1. 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), which sets out the requirements with regard to the role of LH.
- 2.2. The panel endorsed the inspectorate's recommendation and agreed to vary the licence of Complete Fertility Centre Southampton (centre 0307) with immediate effect, in order to appoint Professor Nick Macklon as Licence Holder, in accordance with Section 18A of the HFE Act 1990 (as amended).

3. Chair's signature

- 3.1. I confirm this is a true and accurate record of the meeting.

Signature



Name

Paula Robinson

Date

14 September 2015