

Executive Licensing Panel - minutes

Centre 0185 (CARE Manchester) Variation Change of Licence Holder

Monday, 21 March 2016

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

Panel members	Juliet Tizzard (Chair) David Moysen Ian Peacock	Director of Strategy & Corporate Affairs Head of IT Analyst Programmer
Members of the Executive	Dee Knoyle Ian Brown	Secretary Head of Corporate Governance
External adviser		
Observers		

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.

1. Consideration of application

- 1.1. The panel considered the papers, which included a completed application form, an executive summary and confirmation of acceptance from the proposed Licence Holder (LH).
- 1.2. The panel noted that CARE Fertility Group Limited is willing to assume the responsibility of the role of LH.
- 1.3. The panel noted that Dr Cath Finn is willing to be the emergency contact person for the proposed LH.
- 1.4. The panel noted that all information required under General Directions 0008 had been provided.
- 1.5. The panel noted the inspectorate's recommendation to vary the centre's licence to reflect the change of LH to CARE Fertility Group Limited.

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 Care Manchester (centre 0185) with immediate effect to reflect the change of Licence Holder to CARE Fertility Group Limited, 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

Juliet Tizzard

Date

30 March 2016