

Executive Licensing Panel - minutes

Centre 0008 (Midland Fertility Services)

Variation Change of Licence Holder (LH)

Friday, 4 November 2016

HFEA, 10 Spring Gardens, London SW1A 2BU

Panel members	Juliet Tizzard (Chair) David Moysen Anjeli Kara	Director of Strategy & Corporate Affairs Head of IT Regulatory Policy Manager
Members of the Executive	Dee Knoyle	Secretary
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 Mrs Susan Barlow is willing to assume the responsibility of the role of LH.
- 1.3. The panel noted that all information required under General Directions 0008 had been provided.
- 1.4. The panel noted the inspectorate's recommendation to vary the centre's licence to reflect the change of LH to Mrs Barlow.

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 was satisfied that the proposed LH was suitable. The panel endorsed the inspectorate's recommendation and agreed to vary the licence of Midland Fertility Services (centre 0008), with immediate effect to reflect the change of Licence Holder to Mrs Susan Barlow 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

14 November 2016