

Licensing Officer – record of consideration

Centre 0015 (Sussex Downs Fertility Centre)

Variation - Change of Licence Holder

8 January 2020

HFEA, 10 Spring Gardens, SW1A 2BU

Licensing Officer: Clare Ettinghausen

Declarations of interest

- Do you have a conflict of interest in relation to this matter?
No.

The Licensing Officer had before them:

- 9th edition of the HFEA Code of Practice
- Standard licensing and approvals pack for committee members.

1. Consideration of application

- 1.1.** The Licensing Officer considered the papers, which included a completed application form, an executive summary, and confirmation of acceptance from the proposed new Licence Holder (LH).
- 1.2.** The Licensing Officer noted that Dr Charlotte Hall is willing to assume the responsibility of the role of LH.
- 1.3.** The Licensing Officer noted that all information required under General Directions 0008 had been provided.
- 1.4.** The Licensing Officer noted the inspectorate's recommendation to vary the centre's licence to reflect the change of LH to Dr Charlotte Hall.

2. Decision

- 2.1.** The Licensing Officer was of the view that they were 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 the LH.

- 2.2.** The Licensing Officer endorsed the inspectorate's recommendation and agreed to vary the licence of Sussex Downs Fertility Centre (centre 0015) with immediate effect, to reflect the change of Licence Holder to Dr Charlotte Hall in accordance with Section 18A of the HFE Act 1990 (as amended).
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Licensing Officer's signature

I confirm this is a true and accurate record of my decision.

Signature



Name

Clare Ettinghausen

Date

8 January 2020