

# HFEA Licence Committee Meeting

## 12 August 2009

21 Bloomsbury Street London WC1B 3HF

### Minutes – Item 7

#### **Birmingham Women's Hospital (0119) – Variation to change Nominal Licensee**

|                               |                                 |
|-------------------------------|---------------------------------|
| Members of the Committee:     | Committee Secretary:            |
| Anna Carragher (lay) -- Chair | Kristen Veblen                  |
| Rebekah Dundas (lay)          | Legal Adviser:                  |
| Richard Harries (lay)         | Stephen Hocking, Beachcroft LLP |
| Emily Jackson (lay)           |                                 |
| Apologies:                    |                                 |
| William Ledger (clinician)    |                                 |

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

The following papers were considered by the Committee:

- papers for licence committee (18 pages)
- no tabled papers.

The Committee also had before it:

- HFEA Protocol for the Conduct of Licence Committee Meetings and Hearings
- 7th edition of the HFEA Code of Practice
- Human Fertilisation and Embryology Act 1990 (as amended)
- HFEA (Licence Committees and Appeals) Regulations 1991 (SI 1991/1889)
- Decision Trees for Granting and Renewing Licences and Considering Requests to Vary a Licence; and
- Guidance for members of Authority and Committees on the handling of conflicts of interest approved by the Authority on 21 January 2009.

1. The Committee considered the papers, which included an Executive Summary, application form, letter supporting the application, signed acceptance form from the proposed Nominal Licensee (NL) and the proposed NL's curriculum vitae.
2. The Committee considered Steve Peak's CV and noted his position as Chief Executive of Birmingham Women's NHS Foundation Trust. The Committee agreed that Mr Peak's CV demonstrated that he was appropriately qualified and had both management experience and knowledge of what was expected in a licensed premises.
3. On this basis, the Committee agreed that it was satisfied that Mr Peak was a suitable person to hold the licence.
4. The Committee decided to vary the licence, as requested, to recognise Steve Peak as the Nominal Licensee for the Centre.

Signed..... *Anna Carragher* ..... Date *25.8.2009*  
Anna Carragher (Chair)