

HFEA Licence Committee Meeting

22 July 2009

21 Bloomsbury Street London WC1B 3HF

Minutes – Item 6

Reproductive Medicine Clinic, Bristol (0276) – Change of Nominal Licensee

Members of the Committee:

Committee Secretary:

Kristen Veblen

Present:

Anna Carragher (lay) – Chair

Rebekah Dundas (lay) – by vidolink

Richard Harries (lay)

Legal Adviser:

Mary Timms, Field Fisher

Waterhouse

Apologies:

Emily Jackson (lay)

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 (14 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 and the application made by David Cahill, as the Person Responsible, to appoint Dr. Jacqueline Cornish as the new Nominal Licensee. The Committee noted that this application was signed and included the employment history and references for the prospective Nominal Licensee.
2. The Committee noted that the previous Nominal Licensee had already left the Centre.
3. The Committee considered Dr Cornish's CV and noted that she was the Head of the Division of Women and Children's Services at the University Hospitals Bristol NHS Foundation Trust. The Committee agreed that Dr Cornish's qualifications demonstrated that she was appropriately qualified.
4. On this basis, the Committee agreed that it was satisfied that Dr Cornish was a suitable person to hold the licence.

The Committee's Decision

5. The Committee decided to vary the licence, as requested, to recognise Dr. Jacqueline Cornish as the Nominal Licensee for the Centre.

Signed.....**Approved by the Chair**..... Date.....**5 August 2009**.....
Anna Carragher (Chair)