

Licence Committee Meeting

18 January 2007
21 Bloomsbury Street London WC1B 3HF

MINUTES Item 4

The Agora Gynaecology and Fertility Centre (0254) Initial Treatment and Storage Licence

Members:

Clare Brown, Lay Member – Chair
Ruth Fasht, Lay Member
Chris Barratt, Head of the
Reproductive Biology and Genetics
Research Group at the University of
Birmingham

In Attendance:

Frances Clift, Legal Adviser
Marion Witton, Head of Inspection
Sarah Marsh, Committee Secretary
Tony Knox, HFEA Inspector

Observing:

Anna Carragher, Lay Member
Sally Cheshire, Lay Member
(observing via conference call)

Conflicts 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 (51 tabled pages)

1. The papers for this item were presented by Tony Knox, HFEA Inspector. Mr Knox informed the Committee that this was an application for new premises in Brighton. The clinic will be carrying out both NHS and private treatments and has good access by train and road. The equipment at the clinic is brand new and the premises alarm system is connected to the local police station.

2. Mr Knox explained that there are three issues needing verification before the licence is granted:

- a) The installation of a backup generator
- b) The installation of a ventilation system and low oxygen alarm system in the cryostore
- c) Verification of the air quality within the main treatment room and the laboratory.

3. The Committee noted that the Healthcare Commission inspectors were in attendance at the inspection. A further inspection date has been scheduled for the Agora unit after which the Healthcare Commission (HCC) inspection report will be complete.

4. The Committee noted the application for Dr Carole Gilling-Smith to be Person Responsible and a Nominal Licensee application for Dr Sam Abdalla. Mr Abdalla is currently a member of the Authority.

5. The Committee asked Mr Knox whether he was satisfied with these applications and Mr Knox stated that he was. The staff at the new clinic were experienced and of a high quality. Mr Knox stated that pending successful completion of the three issues needing verification and the approval from the HCC following their final inspection, the HFEA inspection team would support the application to grant the centre a one year licence with a full renewal inspection within 6 months.

6. The Committee checked the list of requirements for new clinics in respect of the HFE Act 1990 Section 16 to ensure all criteria had been met:

- The application designating Carole Gilling-Smith as PR with her signed consent has been received by the HFEA
- The Licence Committee is satisfied that the applicant is a suitable person to hold a licence
- The Licence Committee is satisfied that the character, qualifications and experience of that individual are such as it required for the supervision of the activities under the licence and that she will discharge the duty under section 17 of the Human Fertilisation and Embryology Act 1990.
- The Licence Committee is satisfied that the premises are suitable

Having agreed the above criteria has been met, and noted the payment of the licence fee, the Licence Committee granted the Agora Gynaecology and Fertility Centre a 1 year licence. The licence is agreed subject to a satisfactory inspection being carried out once the back-up generator and ventilation system and low oxygen alarm systems have been installed and air quality within the main treatment room and laboratory have been confirmed. A full renewal inspection will be carried out within 6 months. There were no additional conditions.

Signed..... Date.....
Clare Brown (Chair)