

HFEA Executive Licensing Panel Meeting

4 November 2009

21 Bloomsbury Street London WC1B 3HF

Minutes – item 7

The Bridge Centre (0070) Update for the Executive Licensing Panel

Members of the Panel:

Peter Thompson, Director of Strategy & Information (Chair)	Committee Administrator: Joanne McAlpine
Trish Davies, Director of Compliance	
Hannah Darby, Policy Manager	

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 (10 pages)
- no papers were tabled for this item


The Committee also had before it:

- HFEA Protocol for the Conduct of Licence Committee Meetings of the Authority's Executive Licensing Panel
- 8th edition of the HFEA Code of Practice
- Human Fertilisation and Embryology Act 1990 (as amended)
- Direction 0008 (where relevant), and any other relevant Directions issued by the Authority;
- Decision Trees for Granting and Renewing Licences and Considering Requests to Vary a Licence
- Guidance for members of Authority and Committees on the handling of conflicts of interest approved by the Authority on 21 January 2009
- Indicative applications guidance on the time period for which licences should be granted approved by the Authority on 21 October 2009
- Indicative sanctions guidance approved by the Authority on 18 March 2009
- Licence application and any relevant documentation.

1. The Panel considered the papers for this item which included an executive summary and previous licence committee minutes from the 10 June 2009.
2. The Panel noted that this item had been brought before them as the Licence Committee on the 10 June 2009 had identified from the interim inspection report 17 areas for improvement, and requested that any failure to address these issues be brought to the attention of a future Licence Committee.
3. The Panel noted in point 2 of the Executive Summary that the Executive have now received evidence to show that 16 of the areas for improvement have now been addressed.
4. The Panel noted that the one area of non compliance identified in the report and considered by the Licence Committee was that the HFEA form submission errors had not been cleared within two months.
5. The Panel noted that the Executive highlight that this centre is not the only one that has not addressed this issue.
6. The Panel noted the inspectorate's recommendation in point 4 and 5 of the executive summary and note that the Executive are currently producing a report for the Compliance Committee in respect of HFEA register submissions for all centres.

The Panel's Decision

7. The Panel considered the updated information and note that the centre has addressed 16 out of 17 of the breaches since the Licence Committee in June 2009. However the Panel endorsed the recommendation of the inspectorate that the clearance of HFEA form information is best considered at a sector wide level and report back as necessary. As this was a policy matter, this issue was best addressed by the Compliance Committee. In the interim, the Panel ask that the inspectorate monitor progress on this issue with the centre.

Signed..........Date.....*18 November 2009*.....
Peter Thompson (Chair)