

# **Licence Committee Meeting**

**26 April 2007**

**21 Bloomsbury Street London WC1B 3HF**

## **MINUTES Item 6**

### **London Fertility Centre (0088)**

**Licence Variation pursuant to the Human Fertilisation and Embryology Act 1990, as amended by the Human Fertilisation and Embryology (Quality and Safety) Regulations 2007**

#### **Members:**

Clare Brown, Lay Member – Chair  
Ruth Fasht, Lay Member  
Sue Price, Consultant in Clinical Genetics, Oxford Regional Genetics Service  
Chris Barratt, Head of the Reproductive Biology and Genetics Research Group at the University of Birmingham  
Roger Neuberg, Consultant Obstetrician and Gynaecologist, Leicester Royal Infirmary

#### **In Attendance:**

Frances Clift, Legal Adviser  
Marion Witton, Head of Inspection  
Claudia Lally, Committee Secretary

#### **Observers:**

Shirley Harrison, HFEA Chair

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 (4 pages)
- no papers were tabled.

1. The papers for this item were presented by Sarah Hopper, HFEA Inspector. Ms Hopper drew the Committee's attention to the centre's risk rating with regard to compliance with the EUTCD, which was 7%, in the low range. The centre has purchased new premises and will be moving at the end of 2007. Until this move the centre will not be able to improve the air quality to the standard required. Ms Hopper further informed the Committee that the current Person Responsible will

be standing down and a PR assessment has been received this week from his probable successor.

2. Ms Hopper drew the Committee's attention to the particular areas of non-compliance as stated in the report, which were:

- Third party agreements
- Establishment and maintenance of a Quality Management System
- Patient questionnaires and complaints
- Procurement reports
- Air quality
- Monitoring and evaluation of processes.

She informed the Committee that since the report was put together the centre has put in place a system of gathering patient feedback via questionnaires.

3. The Committee noted that the centre is working towards full compliance with the requirements of the EUTCD and that progress will be assessed at the next inspection visit to the centre.

4. The Committee agreed to vary the centre's licence pursuant to the Human Fertilisation and Embryology Act 1990, as amended by the Human Fertilisation and Embryology (Quality and Safety) Regulations 2007.

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