

Licence Committee Meeting

**8 February 2006
21 Bloomsbury Street London WC1B 3HF**

MINUTES Item 6

Centre: Cromwell IVF and Fertility Centre Darlington (0075) Interim Inspection

Members:

Emily Jackson, Lay Member – Chair
Richard Harries, Lay Member
Maybeth Jamieson, Consultant
Embryologist, Glasgow Royal
Infirmary
Iain Cameron, Head of the School of
Medicine, Southampton University

In Attendance:

Trish Davies, Director of Regulation
Frances Clift, Legal Adviser
Marion Witton, Head of Inspection
Claudia Lally, Secretary to the
Committee

Observing:

Helene Hayman, Lay Member

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 (63 pages)
- no papers were tabled.

1. The papers for this item were presented by Elliot Lawrence, HFEA Inspector. Dr Lawrence informed the Committee that the interim inspection of this centre took place on 17 November last year. The centre had recently undergone a move to new premises and a refurbishment. The centre has a large egg share programme. The inspection had raised some problems with patient information, for example it hadn't been clear whether the initial fee included counselling or not. Since the inspection, however, the centre had improved its patient information and submitted it to the Executive. An amended protocol on double witnessing had also been received. The inspection team had identified a lack of security at the centre. In particular, they noted that there are three entrances to the centre which are unmanned and did not have controlled access. Also, the keypad on the laboratory door was not currently in use.

2. The Committee agreed that the Person Responsible for the centre should be satisfied that the centre's rooms and laboratories are not accessible by unauthorised personnel, and any changes which might be required to achieve this must be put in place within two months of receipt of these minutes.

3. The Executive informed the Committee that the centre currently owed the HFEA £1,595. This was noted by the Committee who agreed that this outstanding sum should be settled by the centre within one month of receipt of these minutes.

4. The Committee agreed that the centre's licence should continue with no additional conditions.

Signed..... Date.....
Emily Jackson (Chair)