

# HFEA Executive Licensing Panel Meeting

3 December 2009

21 Bloomsbury Street London WC1B 3HF

## Minutes – item 2

### Belfast Regional Fertility Centre (0077), Licence Renewal

Members of the Panel:

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| Peter Thompson, Director of Strategy & Information (Chair) | Committee Administrator:<br>Joanne McAlpine |
| Mark Bennett, Director of Finance & Facilities             |   |
| Ian Peacock, Analyst Programmer                            |   |

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 ( 34 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

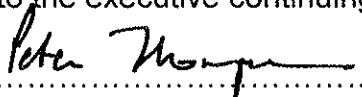
1. The Panel considered the papers for this item: a renewal inspection report, an application for renewal of licence and the last three years of previous Licence Committee minutes
2. The Panel noted that this centre has been licensed since 1992 and offers treatment to NHS and privately funded patients, including IVF, ICSI, egg sharing, and egg donation.
3. The Panel noted that the Person Responsible Dr McFaul has been in this post since 2005, and is registered with the GMC and has completed his PR Entry Programme.
4. The Panel noted the previous licence history on pages 18 and 19 of the inspection report and noted the previous licence condition that had been placed on the centre's licence by the Licence Committee on the 1 September 2008.
5. The Panel noted that on page 7 of the inspection report the inspectorate recommended that the centre should provide a quarterly update on validation to the executive and endorses this recommendation.
6. The Panel noted that the centre had previously been granted a renewal licence for 3 years in 2006.
7. The Panel agreed that there are no issues regarding the character, qualifications or experience of the Person Responsible or his ability to discharge the necessary duties under section 17 of the HFE Act 1990 (as amended). On the basis of the information provided, the Panel agreed that it was satisfied of the suitability of the Person Responsible and the premises.
8. The Panel agreed that it was satisfied that it had sufficient and satisfactory information on which to make a determination, and were in receipt of a signed application form and the relevant fee had been paid.
9. The Panel noted the PR's response and that the centre has been working towards rectifying those areas of improvement that have been recommended by the inspectorate. However the Panel agreed that the centre still had some work to do to ensure that the improvements over the past year were fully embedded.
10. The Panel noted that the inspectorate and the centre have been working in a collaborative way, and encourages the continuation of this co-operation .

11. The Panel referred to the guidance on periods for which renewed licences should be granted in subsection 4.3, whereby the Panel considered the evidence in relation to the following areas:

- Adherence to the regulatory principles published by the Authority
- History of compliance with statutory requirements; Directions issued by the Authority; Licence Conditions; and the Code of Practice issued by the Authority
- Compliance with recommendations made by Licence Committee/Executive Licensing Panel/Compliance Department

The Panel's Decision

12. The Panel agreed that the licence should be renewed for a period of 3 years with no additional conditions and that the current condition be removed from the centre's licence, subject to all outstanding recommendations being complied with and the regular quarterly reports sent to the executive continuing to be closely monitored.

Signed..........Date.....14 December 2009.....  
Peter Thompson (Chair)

