

HFEA Executive Licence Panel Meeting

27 January 2012

Finsbury Tower, 103-105 Bunhill Row, London, EC1Y 8HF

Minutes – Item 8

Centre 0321– (New Life Fertility Centre) – Variation of Licence to incorporate revised licence conditions and licence activities

Members of the Panel: Peter Thompson (Chair) Mark Bennett, Director of Finance & Facilities Danielle Hamm, Senior Policy Manager	Committee Secretary: Joanne McAlpine
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Declarations of Interest: members of the Panel declared that they had no conflicts of interest in relation to this item.

The Panel also had before it:

- HFEA Protocol for the Conduct of Meetings of Executive Licensing Panel
- 8th edition of the HFEA Code of Practice
- Human Fertilisation and Embryology Act 1990 (as amended)
- Decision trees for granting and renewing licences and considering requests to vary a licence (including the PGD decision tree)
- Guidance for members of Authority and Committees on the handling of conflicts of interest approved by the Authority on 21 January 2009.
- Guidance on periods for which new or renewed licences should be granted
- Standing Orders and Instrument of Delegation
- Indicative Sanctions Guidance
- HFEA Direction 0008 (where relevant), and any other relevant Directions issued by the Authority
- Guide to Licensing
- Compliance and Enforcement Policy
- Policy on Publication of Authority and Committee Papers

Tabled Papers: Previous Licence Committee Minutes 19 May 2011 and previous executive summary for all treatment & storage centres considered at the meeting on 19 May 2011

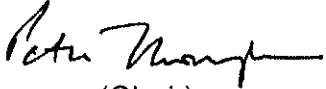
Consideration of Application

1. The Panel considered the papers, which included an executive summary with revised licence conditions and activities for treatment & storage centres, previous licence committee minutes 19 May 2011, and a previous executive summary from 19 May 2011.
2. The Panel noted that on the 23 March 2011, the Authority agreed to make changes to the list of licensable activities on a licence so that licences only include activities directly referred to in the HF&E Act 1990 (as amended).
3. The Panel noted that the Authority agreed this change so that the licences reflect the requirements of the legislation more accurately and these changes will also reduce the administration consequences on centres and the HFEA.
4. The Panel noted that the Authority at its meeting on 11 May 2011, reviewed the conditions attached to treatment and storage licences in order to ensure that the conditions are both accurate and clear and reflect the requirements of the HF&E Act 1990 (as amended), avoid duplication and ensure that the conditions reflect HFEA policy.
5. The Panel noted that the Authority at its meeting on 9 December 2009, agreed that the requirement that all donors be screened for CMV be removed from Licence Condition T52 (F).
6. The Panel noted that under section 18A(5) of the HF&E Act 1990 (as amended) it states "The Authority may vary a licence without an application under subsection (2) by;
 - a) Removing or varying a condition of the licence, or
 - b) Adding a condition to the licence"
7. The Panel noted that in relation to treatment and storage licences for the centres listed in the executive summary the Authority agreed to:
 - Change licensed activities
 - Add 1 new discretionary licence condition related to multiple births
 - Delete 5 discretionary conditions
 - Remove 4 discretionary conditions but add the requirement to Code of Practice or website
 - Revise the wording of 10 discretionary conditions plus 7 statutory conditions

8. The Panel noted that at its meetings in May and July 2011, the Panel agreed to the variation of all centres' licences and new licences were issued to all centres.
9. The Panel noted that centre 0321 requires a variation of licence that incorporate the changes reflected for a treatment and storage centre, and that are proposed in the Executive Summary under paragraphs 8 and 9.
10. The Panel noted that this centre was first granted a two year licence in August 2011 by the Authority's Licence Committee at its meeting on 28 July 2011.
11. The Panel reviewed the papers before it, and agreed that the licence activities and revised licence conditions that have been proposed for this treatment & storage centre are in accordance with the Authority's agreed changes back in May 2011.

Decision

12. The Panel noted the revised wording of the licence conditions, and noted those conditions that are to be removed from all the treatment and storage licences, and noted the revised licence activities.
13. The Panel agreed to vary the centre's licence with the relevant changes as described in the executive summary, in accordance with section 18A (50) of the HF&E Act 1990 (as amended).

Signed:  Date: 14/2/12
Peter Thompson (Chair)

