

HFEA Executive Licensing Panel Meeting

26 April 2013

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

Minutes – Item 8

Centre 0301 – (London Women’s Clinic, Wales) – Variation of licence to include embryo testing

Members of the Panel: Mark Bennett – Director of Finance and Facilities (Chair) Hannah Darby – Senior Policy Manager David Moysen – Head of IT	Committee Secretary: Rebecca Loveys
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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

Consideration of Application

1. The Panel noted this item consisted of a desk-based assessment report including the response from the Person Responsible (PR), an application form and previous ELP meeting minutes.
2. The Panel noted that this is a medium-sized centre which provides intrauterine insemination, donor insemination and storage of sperm, and has held a licence with the HFEA since 2008.
3. The Panel noted that in August 2012 an Executive Licensing Panel approved the following variations to the centre's licence:
 - To change its name from 'London Women's Clinic, Cardiff' to 'London Women's Clinic, Wales';
 - To change the licence type from Treatment (insemination using partner/donor sperm) and Storage to a Treatment and Storage licence;
 - To re-locate the licensed premises to 15 Windsor Place, Cardiff.
4. The Panel noted that the centre's current licence was issued 29 February 2012 and is due to expire 29 February 2016.
5. The Panel noted that this centre has applied to vary its licence to include embryo testing and, thereby, to change to a treatment (including embryo testing) and storage centre.
6. The Panel noted that there were recommendations for improvement in relation to two 'major' and one 'other' areas of non-compliance, and that one of the major areas of non-compliance has since been dealt with.
7. The Panel noted that the centre intends to use embryos for training purposes.
8. The Panel noted the Inspectorate's recommendation to vary the centre's licence to include embryo testing.

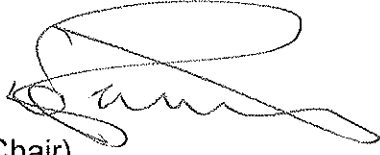
Decision

9. The Panel was satisfied that it had the appropriate documentation on which to make a decision in accordance with Direction 0008. The Panel was satisfied from the report and the PR's response that the processes and practices were suitable for embryo testing.

10. The Panel agreed to vary the centre's licence to include embryo testing and, thereby, to change the licence to treatment (including embryo testing) and storage, in accordance with Section 18A of the HFE Act 1990 (as amended).

Signed:

Mark Bennett (Chair)

A handwritten signature in black ink, appearing to read 'Mark Bennett', written over a large, loopy scribble.

Date:

7 May 2013