HFEA Executive Licensing Panel Meeting

10 January 2014

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

Minutes – Item 6

Centre 0327 – (Boston Place) – Variation of Treatment & Storage Licence to add Embryo Testing

Members of the Panel:	**Committee Secretary:**
Juliet Tizzard – Interim Director of Strategy (Chair)	Dee Knoyle
Ian Peacock – Analyst Programmer	**Observing:**
Matthew Watts – Regulatory Policy Manager	Sam Hartley – Head of Governance and Licensing

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 considered the papers, which included a completed application form, inspection report and licensing minutes for the past three years.

2. The Panel noted that the centre has been licensed by the HFEA since May 2013 and is on a two-year licence due to expire on 23 May 2015.

3. The Panel noted that this is a treatment and storage centre which provides a full range of licensed treatments.

4. The Panel noted that this centre has applied to vary its treatment and storage licence to include embryo testing.

5. The Panel noted that Boston Place is a sister centre to IVF Hammersmith (0078), sharing aspects of the quality management system. The Panel noted that some staff, including the embryo biopsy practitioners, work across both sites.

6. The Panel noted that the premises and practices were considered suitable at the initial inspection in April 2013.

7. The Panel noted that the centre has suitable equipment needed to carry out embryo testing and validation of equipment was reviewed at the centre's initial inspection in April 2013 and was considered robust. The centre has submitted documentation demonstrating that an additional piece of equipment that will be used for embryo biopsy (the laser for zona drilling) has been validated.

8. The Panel noted that biopsied cells will be sent to Reprogenetics UK, accredited by CPA for genetic testing, and that the centre has a suitable third party agreement in place with them.

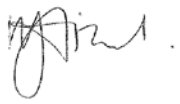
9. The Panel noted that at the time of the assessment there were no areas of practice that required improvement.

10. The Panel noted the Inspectorate recommends that this application is granted.

Decision

11. The Panel had regard to its decision tree. It was satisfied that the appropriate application had been submitted and that the application contained the supporting information required by General Directions 0008.

12. The Panel endorsed the Inspectorate's recommendation to vary the centre's licence to add 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: Date: 20 January 2014

Juliet Tizzard (Chair)