Human Fertilisation and Embryology Authority

Minutes of the Executive Licensing Panel

Meeting held at
Finsbury Tower, 103-105 Bunhill Row, London, EC1Y 8HF
on
30 January 2015

Minutes – item no. 3

Centre 0339 (CREATE, St Paul's) – Variation of Licensed Activities to include embryo testing

Members of the Panel:	Juliet Tizzard **Director of Strategy & Corporate Affairs (Chair)** Nick Jones **Director of Compliance & Information** Hannah Verdin **Head of Regulatory Policy**
Observing:	
Committee Secretary:	Dee Knoyle

Declarations of interest: members of the panel declared that they had no conflicts of interest in relation to this item.

The panel had before it:

- HFEA protocol for the conduct of meetings of the 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 the 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 the publication of Authority and committee papers

Consideration of Application

1. The Panel considered the papers, which included a completed application form, Licence Variation Application Report and licensing minutes for the past three years.

2. The Panel noted that CREATE, St Paul's was located in central London and provided treatment and storage services.

3. The Panel noted that this centre had been licensed by the HFEA since July 2014.

4. The Panel noted that there were recommendations for improvement identified at the initial inspection in July 2014 and that the centre had provided evidence that all recommendations were fully implemented. At the time of the assessment on 14 January 2015 there were no areas of practice that required improvement.

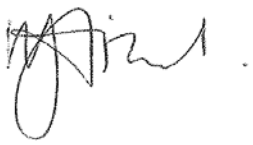
5. The Panel noted that the centre had applied to vary the treatment and storage licence to include embryo testing.

6. The Panel noted that the Inspectorate had recommended that this application was granted.

Decision

7. The Panel noted that the Person Responsible had provided information required under General Directions 0008. The Panel was satisfied that the requirements in the Code of Practice regarding the qualifications and training of the staff in place to carry out pre-implantation genetic screening (PGS). However, the Panel did not have sufficient information about the staffing arrangements in place regarding the provision of pre-implantation genetic diagnosis (PGD).

8. The Panel agreed to defer its decision to vary the centre's licence to include embryo testing to a future Executive Licensing Panel meeting. The Panel asked the Inspectorate to provide the necessary information to satisfy the requirements of the HFEA Code of Practice relating to staff requirements for embryo testing.



Signed: Date: 6 February 2015
Juliet Tizzard (Chair)