Human Fertilisation and Embryology Authority

Minutes of the Executive Licensing Panel

Meeting held at HFEA, Finsbury Tower, 103-105 Bunhill Row, London, EC1Y 8HF on
27 February 2015

Minutes – item no. 4

Centre 0339 (CREATE, St Pauls, London) – Variation of Licensed Activities to include embryo testing

Members of the Panel:	Juliet Tizzard Director of Strategy & Corporate Affairs (Chair) Paula Robinson Head of Business Planning Ian Peacock Analyst Programmer
Members of the Executive in attendance:	Sam Hartley Head of Governance & Licensing Dee Knoyle Committee Secretary

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

Background

1. The centre submitted a variation of licensed activities application to include embryo testing in December 2014. This application was considered by the Executive Licensing Panel at its meeting on 30 January 2015.

2. On 30 January the Panel had been satisfied that the requirements in the Code of Practice regarding the qualifications and training of the staff were in place to carry out pre-implantation genetic screening (PGS). However, the panel did not have sufficient information on the staffing arrangements in place regarding the provision of pre-implantation genetic diagnosis (PGD). Therefore, the panel agreed to defer its decision to a future Executive Licensing Panel meeting and asked the Inspectorate to provide further information.

3. The Inspectorate had received and reviewed further information from the centre. The Inspectorate was satisfied with the information provided and recommended the approval of the variation of licensed activities application to include embryo testing.

Consideration of application

4. The panel considered the papers, which included a completed application form, executive summary, licence variation application report and licensing minutes for the past three years.

5. The panel noted that the Inspectorate had reviewed further information received from the centre regarding staffing arrangements in place for the provision of pre-implantation genetic diagnosis (PGD). The panel noted that the Inspectorate was satisfied with the staffing arrangements in place and recommended the approval of the variation of licensed activities application to include embryo testing.

Decision

6. 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.

7. The Panel was satisfied that the requirements in the Code of Practice regarding the qualifications and training of the staff were in place to carry out pre-implantation genetic screening (PGS) and pre-implantation genetic diagnosis (PGD).

8. 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: 9 March 2015
Juliet Tizzard (Chair)