

Human Fertilisation and Embryology Authority

Minutes of the Licence Committee

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

Minutes – item 4

Centre 0324 (City Fertility) – Progress Report

Members of the Committee:	Andy Greenfield (Chair, lay) Lee Rayfield (Deputy Chair, lay) Kate Brian (lay) Debbie Barber (professional)
Legal Adviser:	Philip Grey – Mills and Reeve
Members of the Executive:	Sam Hartley – Head of Governance and Licensing Trent Fisher – Secretary

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

The following papers were considered by the committee:

- executive summary
- Licence Committee and Executive Licensing Panel minutes for the past three years
 - 25-09-2014 - renewal licence inspection report
 - 18-10-2013 - variation of licence to change licence holder
 - 29-11-2012 – Initial inspection report

The committee also had before it:

- HFEA protocol for the conduct of Licence Committee meetings and hearings
- 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 directions 0000 – 0012
- guide to licensing
- compliance and enforcement policy
- policy on the publication of Authority and committee papers.

Background

1. A renewal inspection report was considered by the Licence Committee on 25 September 2014.
2. The report outlined 26 areas of non-compliance including four critical, fourteen major and eight other areas of non-compliance.
3. The committee had serious concerns regarding the severity and number of areas of non-compliances found, as well as deep concerns that the multiple clinical birth rates are significantly above the current target.
4. The committee renewed the centre's licence, however, it requested that the executive provide an update report on the centre's progress against all recommendations, in particular in relation to those requiring an audit to be carried out, and the status of any future Third Party Agreements entered into, at its meeting in March 2015.

Update

5. The committee noted that the centre provided strong evidence of effective implementation of corrective action to address three critical, five major and three other areas of non-compliance.
6. The committee noted that further evidence of corrective action is still to be provided for three major areas of non-compliance, which is due by April 2015, with the intention that it is placed before the committee in May 2015. The committee further noted that it was also being asked to consider an application for a change of Person Responsible (matter 5 on its agenda) in respect of the centre.

Discussion

7. The committee notes that the centre is engaging well with the executive and is pleased with the progress made by the centre.
8. The committee requests that the executive continue to monitor the centre's progress in implementing the remaining recommendations.

Signed:

Date: 25 March 2015



Andy Greenfield (Chair)