

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 6

Centre 0070 (The Bridge Centre) – 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
- progress report
- submissions and confidential correspondence from the PR
- safe handling of controlled drugs SOP
- additional inspection report 28 August 2014
- Licence Committee minutes from 15 January 2015
- compilation of papers presented at the Licence Committee meeting on 15 January 2015

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 joint inspection was undertaken between the HFEA and CQC on 28 August 2015 following concerns raised regarding the centre's medicines management procedures.
2. The report documented three critical non-compliances and six major non-compliances.
3. The report was considered by the Licence Committee on 15 January 2015. The committee noted the report, and requested an update on the centre's progress at the Licence Committee on 12 March 2015

Discussion

4. The committee noted that the PR has provided evidence to the executive showing that all recommendations that were due to be implemented by 31 January 2015 have been addressed. The committee further noted that the centre is undertaking audits on the effectiveness of corrective actions that were implemented after the inspection, and that these are due to be completed in July 2015 and provided to the inspectorate.
5. The committee noted the progress report and asked the executive to continue to monitor the centre's progress.

Signed:

Date: 25 March 2015



Andy Greenfield (Chair)