

Executive Licensing Panel - minutes

Centre 0258 (Whittington Hospital Fertility Unit) – Renewal Inspection Report – Executive Update

Monday, 28 September 2015

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

Panel members	Juliet Tizzard (Chair) Paula Robinson David Moysen	Director of Strategy & Corporate Affairs Head of Business Planning Head of IT
Members of the Executive	Dee Knoyle	Secretary
External adviser	None	
Observers	None	

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:

- 8th edition of the HFEA Code of Practice
- Standard licensing and approvals pack for committee members.

1. Background

- 1.1. The Whittington Hospital Fertility Unit, centre 0258, provides treatment (insemination using partner sperm).
- 1.2. The centre's licence renewal inspection report was considered by the Executive Licensing Panel on 5 June 2015. The panel had serious concerns regarding the lack of progress made by the PR against the recommendations made by the inspectorate. In particular, the panel was not reassured that the non-compliances would be addressed in a timely fashion.
- 1.3. The panel agreed with the inspectorate's recommendation and adjourned its decision, pending further engagement and progress from the PR in respect of the outstanding recommendations as there was not sufficient evidence to support the granting of a licence. The panel acknowledged that the evidence suggested that there was no immediate risk to patients or their gametes. The panel noted that the centre's licence was due to expire on 30 June 2015 and therefore agreed to issue Special Directions to allow the continuation of licensed activity for a period of three months from the expiration of the licence or until such time as a new licence is issued, whichever was sooner.

2. Consideration of application

- 2.1. The panel considered the papers, which included an executive update, renewal inspection report, application form and licensing minutes for the past three years.
- 2.2. The panel noted the executive update and that the non-compliances identified in the original inspection report have at last been resolved. The panel noted that since the management review held on 22 September 2015, the inspectorate considers that there is now sufficient information and evidence available to recommend the renewal of the centre's treatment (insemination using partner sperm) licence for a period of four years, without additional conditions.
- 2.3. The panel noted that the inspectorate has been provided with robust evidence of the implementation of all recommendations in full and provided with sufficient assurance regarding the quality of service going forward and continued engagement with the HFEA.
- 2.4. The panel noted that the centre is currently operating under Special Directions which are due to expire on 30 September 2015. The panel further noted that a Person Responsible has 28 days in which to accept the offer of a licence (or exercise his right to make representations against the proposed decision to grant a licence). As the existing licence has expired and the Special Directions would expire during the course of this time, the inspectorate recommended that Special Directions under Section 24(5A)(b) to allow for the continuation of licensed activity at the clinic are issued. The Special Directions would come into force on 1 October 2015 and would remain in force until the new licence comes into effect, or 31 October 2015, whichever is sooner.

3. Decision

- 3.1. The panel had regard to its decision tree. It was satisfied that the appropriate application and fee had been submitted and that the application contained the supporting information required by General Directions 0008.
- 3.2. The panel was satisfied that the qualifications and character of the PR are such as is required for the supervision of licensed activities. The panel urged the PR to continue to discharge his duty, under section 17 of the HF&E Act 1990 (as amended).

- 3.3.** The panel noted that the premises to be licensed are suitable for the conduct of the licensed activities.
- 3.4.** The panel endorsed the inspectorate's recommendation to renew the centre's treatment (insemination using partner sperm) licence for a period of four years, without additional conditions.
- 3.5.** The panel also endorsed the inspectorate's recommendation to issue Special Directions under Section 24(5A)(b) to allow for the continuation of licensed activity at the clinic. The Special Directions would come into force on 1 October 2015 and would remain in force until the new licence comes into effect, or 31 October 2015, whichever is sooner.

4. Chair's signature

- 4.1.** I confirm this is a true and accurate record of the meeting.

Signature



Name

Juliet Tizzard

Date

30 September 2015