

Executive Licensing Panel Minutes

Centre 0198 (St Jude's Women's Hospital)

Special Directions to permit continuation of licensed activity

Date: 24 August 2021

Venue: HFEA Teleconference Meeting

Attendees:	Clare Ettinghausen (Chair)	Director of Strategy and Corporate Affairs
	Joanne Anton	Head of Policy (Job-share)
	Kathleen Sarsfield-Watson	Communications Manager

Executive:	Bernice Ash	Secretary
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Observers:	Catherine Burwood	Licensing Manager
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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:

- 9th edition of the HFEA Code of Practice.
 - Standard licensing and approvals pack for committee members.
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1. Background

- 1.1. The panel noted that St Jude's Women's Hospital is located in Wolverhampton and has held a treatment and storage licence with the HFEA since 2002. The centre provides a full range of fertility services including the storage of gametes and embryos.
- 1.2. The panel noted that the centre's current licence is due to expire on 17 September 2021.
- 1.3. The panel noted that a renewal inspection was conducted at the centre on 28 and 29 April 2021. Due to significant workload in the HFEA's compliance department, the report of this inspection is still in the process of being written.
- 1.4. The panel noted that the executive estimates that the inspection report is likely to be considered by a licensing committee in September or October 2021. Even if the report can be considered before expiry of the licence, there will not be sufficient time for the licensing administrative process to conclude prior to the licence expiry; therefore, Special Directions are requested.

2. Consideration of the application for Special Directions

- 2.1. The panel considered the papers, which included an executive update.
- 2.2. The panel noted the executive's recommendation that, to allow time for the administrative process for the centre's renewal licence to be completed, Special Directions are issued to the Person Responsible (PR) at the centre, under Section 24 (5A) (b) of the HF&E Act 1990 (as amended), to permit the continuation of licensed activity at the centre from 17 September 2021 to 17 March 2022.

3. Decision

- 3.1. The panel endorsed the executive's recommendation that Special Directions are issued to the PR at the centre, under Section 24 (5A) (b) of the HF&E Act 1990 (as amended), to permit the continuation of licensed activity at the centre from 17 September 2021 to 17 March 2022.

4. Chair's signature

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

Signature



Name

Clare Ettinghausen

Date

31 August 2021