

What is a Fire Risk Assessment (FRA)?

A Fire Risk Assessment (or, FRA) is a series of checks on the building and shared areas to find out if there is anything that need to be done to keep your building safe from fire.

It is in Law that these checks are carried out every 3 years, with two reviews carried out in between. During the checks, if we find anything that needs to be done we will rate them as a risk, or likelihood of a fire and assign a colour to each risk - either purple, red, amber or green and these colours are related to how 'tolerable' the risk is (Please see the 'Risk Level of Actions' section for greater explanation.)

If a risk is purple we will take steps immediately to put things right, with a red risk we have three months to make any changes and amber risks will be done within six months.

The FRA links to your Evacuation Strategy, so in the unlikely event of a fire it means that everything that we have put in place to keeps you safe works. Please do ask us any questions about the evacuation plan that you may have. The plan has been worked out with the Fire Service and it is important that you understand what that plan is.

How does the FRA impact me?

FRA's should not have any impact on you. We look at the shared areas in your building to ensure that we are keeping you safe. On some occasions we may ask to have a look at the entrance door to your property and ask if this is the case that you provide access.

It is always important that we all understand what to do in the event of a fire so please do take time to understand what this means for you. If you have any questions please email contactus@sanctuary.co.uk

Useful Terms


Term	Definition
Overall Fire Risk Evaluation	The level of fire risk the building holds based on the likelihood of a fire occurring and the impact of that fire.
FRA Review	A review is a minor assessment that identifies any changes to fire safety since the last full FRA. A full FRA is carried out every 3 years. In between, two reviews of the FRA will be carried out annually.
Responsible Person	Nominated staff member responsible for ensuring fire safety is managed on site in accordance with the FRA and the specific duties set out in fire safety legislation.
Evacuation Strategy	To ensure that in the event of a fire, the people in the building can reach a place of safety outside of the building.
Action	A task identified following a full FRA or Review, that needs to be dealt with in a specific time period.
Action Priority	The level of risk held by an action, that helps to determine how quickly it should be dealt with. See 'Risk Level of Actions' below for more detail.

FIRE RISK ASSESSMENT

OVERALL FIRE RISK EVALUATION

Likelihood of Fire:	Low	Potential Consequence of Fire:	Moderate Harm	Overall Risk:	Tolerable Risk
Overview:	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.				

BUILDING OVERVIEW

Property Reference Number:	003338/0003/016			
Business Region:	Students	Geographical Region:		
Site Address:	11-72 Various, Paul Robeson House Block D, 1 Penton Rise, London			
Site Post Code:	WC1X 9EH			
Date of previous FRA:	09/03/2022	Date of this FRA:	24/03/2023	
Review Frequency:	Annual Review			
Date of 1st Review:	24/03/2024	Date of 2nd Review:	24/03/2025	

Name and Job Title of Responsible Person assisting in this FRA:	Charlene Isaacs: Assistant Accommodation Manager
Name of Surveyor/ External Agency completing this FRA:	Caroline Mabvurunge
Overall Fire Risk Responsibility:	Sanctuary Group, Chamber Court, Castle Street, Worcester WR1 3ZQ

Building Description:	Student accommodation with cavity brick walls, concrete floors and flat roof. Paul Robeson House consists of 3 student accommodation blocks which are interlinked. Block D is an 8 storey block with 63 student rooms, a staff flat, common room, staff office and chemical store on ground floor. There is a single internal staircase in building. Site is manned 24 hours a day.
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SUMMARY OF FINDINGS

Policy Statement	
<p>Sanctuary Group (the Group) recognises its duty as a Responsible Person/Duty Holder in the Regulatory Reform (Fire Safety) Order 2005 (FSO) and the Fire (Scotland) Act 2005 (FSA) and subordinate legislation. The Group will comply with the requirements of the FSO and FSA in relation to any workplace and other premises (and parts of) where it has control.</p> <p>Where workplaces are classed as construction sites the Group will ensure compliance with the relevant parts of The Construction (Design and Management) Regulations 2015(CDM).</p> <p>This policy acknowledges that the duties of a Responsible Person/Duty Holder apply to the life of a workplace, and other premises under the Group's control, and recognises the need to embed fire safety arrangements into each stage of the life-cycle to a level that is relevant, reasonably practicable and sustainable.</p>	

Risk Level of Actions	
TOLERABLE	<p>No formal timescale applied.</p> <p>All actions to be allocated for implementation:</p> <ul style="list-style-type: none"> • Site/documentation to be completed before next re-assessment • Other actions to be discussed and agreed with relevant Asset Manager for inclusion in a reinvestment programme
MODERATE	<p>Maximum time to planned completion of actions = 6 months.</p> <p>Alternative timescale may be agreed with those to whom the action is allocated but must be no later than the review date.</p>
SUBSTANTIAL	<p>Maximum time to planned completion of actions = 3 months.</p> <p>Alternative timescale may be agreed with those to whom the action is to be allocated but must be no later than 6 months.</p>
INTOLERABLE	<p>Immediate action to be taken at the time of the assessment and arrangements made for emergency control measures to be put in place.</p> <p>Action to be agreed and recorded.</p>

Fire Evacuation Strategy	
What is the evacuation strategy used in this building?	Simultaneous
Description of Evacuation Strategy:	SIMULTANEOUS - This is where the fire alarm sounds throughout the whole of the building informing all persons to exit.

ACTION DETAIL

Summary of Risk Level of Actions						
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REF.	ACTION CATEGORY	DATE IDENTIFIED	REQUIRED ACTION	PRIORITY	STATUS
11.11b	Means of Escape	24/03/2023	Replace perko closers on all student bedsits on all floors (x 62) with suitable overhead self closing devices, seal appropriately where perko closers are removed. Install smoke/intumescent strips to the following doors; all riser cupboards on all floors (approx. 7 risers on each floor x 6 floors), fire door in room leading to the roof on the 7th floor, and office door on GF. Install overhead self closer and smoke seals to security office kitchen (office separate from student blocks). Install overhead self closers and smoke seals to x3 fire doors in the roof (lift motor room, boiler room & room with roof detector).	MOD	Open
11.13	Means of Escape	24/03/2023	Site responsible person to raise job with maintenance to adjust approx. 6 riser cupboard doors to shut correctly; in D62 riser after Room 1, in D51 - 2nd riser after Room 1 and riser between Rooms 4&5, in D32- riser between Rooms 3&4, in D11- riser RHS to double door riser, and in D12 - riser between Rooms 1&2. Raise job to replace missing ceiling panels in D71 corridor.	MOD	Open
11.14	Means of Escape	24/03/2023	Replace vents/grilles on riser cupboard fire doors in all flat 1 corridors with intumescent grilles (x1 fire door with grille/vent per floor x 7 floors).	MOD	Open

12.01	Measures to Limit Fire Spread & Development	24/03/2023	Replace unsecured rockwool in riser cupboards on ceilings with fire rated batts - from the ground floor to the 7th floor (7 riser cupboards on each floor x 7 floors, plus cupboard on the ground floor). Remove excess foam around service pipes and wall and reseal appropriately in riser cupboard between Rooms 4&5 on the 3rd floor.	MOD	Open
14.01	Fire Safety Signs & Notices	24/03/2023	Install maintained fire exit bulkhead (with running man) to the rear exit door.	MOD	Open
15.02	Means of Giving Warning in the Event of a Fire	24/03/2023	Install detection to all riser cupboards 1st-7th floor, 7 cupboards per floor x7 floors. Install detection in housekeeping kitchen and cleaners room/chemical room, link all detection to main alarm system.	MOD	Open
19.01	Procedures & Arrangements	24/03/2023	Site responsible person must provide a written record of the procedures to be carried out in the event of a fire in the security office, for the security officers.	MOD	Open
22.06	Records	24/03/2023	Security company must provide fire training/fire marshal training records for all security staff.	MOD	Open
23.01	Premises Information Box	24/03/2023	Copy of fire log book must be kept in security office for the fire and rescue service.	MOD	Open