FIRE RISK SUMMARY - CUTTY

Date	26 October 2026
Campus	Greenwich
Building	Cutty Sark
Address of premises	1 Welland St, Greenwich, London SE10 9ED
Accountable person (if Building Safety Act applies)	N/A
Primary responsible person	The LASE University Group Governing Body is the responsible person. Communication should be addressed to 'The Group University Secretary, The University of Greenwich, Queen Anne Building, Old Royal Naval College, Park Row, London SE10 9LS
Person appointed by primary responsible person to carry out/review fire risk assessments	University Fire Safety Officer
Other responsible persons	Sodexo PLC, Greenwich Student Union
Person appointed to carry out firefighting	Security guards (Sodexo PLC)
Organisation responsible for maintaining fire safety measures	Sodexo PLC
Number of floors	4 and basement car park
Use of building	Residential accommodation with offices and a laundry located at ground floor level.
Construction of building	Cutty Sark consists of a steel framed structure with brick/blockwork rendered elevations and a flat metal panel roof. Floors and stairs are constructed from concrete. Internal subdivision is achieved mostly through the use of lightweight partitions. The building is roughly C shaped when viewed in plan and surrounds, along with an adjacent building, an internal courtyard. At the southern end, the building extends over another, completely separate building of two storeys. Two regular lifts are provided in the central staircase. A semi-underground car park (open to air on three sides) extends under the western side of the building. The car park is accessible from two of the buildings staircases (lobbied in both instances). A small laundry is provided on the ground floor.
Summary of means of escape	Bi-directional escape is possible from the majority of flats within Cutty Sark (a single direction of escape occurs in three flats which are located on the ground, first and second floors). The building is provided with 5 protected staircases, all of which have AOVs at the head of the stairs. Three stairs terminate in the courtyard, one discharges into the reception area and one opens onto Welland Street. Escape from the courtyard is either via reception or a gate to the rear of the building. All staircases are further protected by protected corridors or lobbies. A reception are is located on the ground floor of the main stairs (a stairs that can (generally) be avoided if required by virtue of other escape routes).
Disabled means of escape provision	Escape for wheelchair users is only possible from (parts of) the ground floor. Any prospective residents with disabilities should have a PEEP devised for them prior to taking up residence.
Normal hours of operation	24 hour

Any unusual fire risks	No
General nature of fuel sources and methods of controlling these	In accommodation: Furniture, bedding, personal possessions and food stuffs In office areas: Stationery, office equipment and furniture Ensure waste material is regularly removed and combustible material kept to a minimum. Staircases and corridors should be kept clear of all materials. Licence conditions should be observed at all times.
General nature of ignition sources and methods of controlling these	In accommodation: Cooking and domestic electrical equipment In offices: Office electrical equipment Generally: Fixed wiring and plant In laundry: Washing machines and tumble dryers. All staff, students and contractors should observe the guidance in the electrical safety policy. PAT testing is carried out regularly. Any hot works will require approval in advance. Smoking is not allowed in or within 5m of the building. Licence conditions and fire safety instructions should be observed at all times.
Alarm system fitted	The alarm consists of smoke &heat detectors and manual call points.
Other fire safety equipment	Emergency lighting. Local mist suppression system in kitchens of Flats 18 & 19. Fire blankets in accommodation kitchens.
Exit locking mechanisms	There are magnetic locks on some doors, which will release when the fire alarm sounds or when the green manual release button next to the door is depressed.
Evacuation strategy	Should the alarm sound, occupants are to leave the building and assemble at the assembly point. Should you discover a fire, operate the nearest manual call point and then evacuate.