

19. Fascia and Soffit Replacement Procedure

Method of works

- Assess pre-works information. Including Asbestos information and report back to Supervisor/manager if any variations. R&D survey report will be required prior to any works proceeding.
- Erect access equipment suitable for the task, site and duration of works as specified and detailed in the planning documentation. Mobile tower to be erected by PASMA qualified personnel, fixed scaffold erected and tagged by a competent scaffold contractor in accordance with TG20:21 or MEWP operated by IPAF qualified operatives.
- Cordon off area to avoid damage or injury from debris, third party encroachment and trespassing or unauthorised access during normal or out of hours. Cordon to also include warning signage as required.
- PPE to be worn (gloves/eye protection/safety boots and hi-vis vest). Regular breaks, undertake maintenance of tools.
- Ensure tools and equipment are not acting as a trip hazard. When working at height materials to be secure and only tools required for the task to be present and tethered to prevent fall from height.

Soffit & Fascia Replacement

- On completion of site set up, remove existing guttering from clips and set aside ready for re-fixing later
- Remove all gutter clips from fascia including any connectors and outlets. Again set aside for re-use later if in good condition.
- If necessary, remove and safely set aside the first row of roof tiles/slates and fold back felt/membrane
- Using a hammer or crow bar, remove the existing fascia board and remove from site
- If the soffit is sealed to the face of the building or window frame using a knife cut to allow removal
- Remove soffit and dispose of off-site. Assess the rafters for any damage/rotting ends. If any damage found report back to Supervisor for further instruction.
- Where necessary, fix new battens/noggins between the rafters to allow secure fixings and prevent movement in high winds for example..
- Cut to size and fit new UPVC soffit boards with ventilation grills if specified and secure with stainless steel plastic capped nails. Use joint strips at any joints allowing a maximum 10mm gap to allow for expansion/contraction.
- If existing soffits are to be left in situ and clad then use polypins to fix to existing timber. Alternatively if asbestos soffit boards use contact adhesive to fix to existing i.e. Fixall/sticksall. (Take extra care and wear RPE if working around asbestos))
- Depending on the fascia's being used, if cappit fascia's is being used to clad existing timber fascia's then assess condition of timber fascia's and undertake and repairs to rotten/ damaged sections of fascia before cladding.
- Supply and fit new UPVC fascia boards and associated trims as per specification fixed to each rafter/joist with 2 x 65mm stainless steel plastic capped nails.
- Fit new eaves tray where necessary ensuring it is positioned under the existing felt/membrane and dressed into gutter
- Re-secure retained tiles/slates to match existing – **See Roof Removal & Replacement (Pitched Roof)** if needed.
- Re-fix retained gutter brackets to new fascia board as per **RWG Replacement Procedure**, fixings retained brackets to fascia, replacing any damaged brackets or associated fittings i.e. unions or outlets.
- Gutter clips to be spaced at no more than 800mm c/c and 150mm either side of any union joints or running outlet, stop ends.
- Clip in gutters, including connectors, running outlets and stop ends.
- Redress new roof eaves tray into gutter. (where necessary)

- Test gutter for leaks and fall to complete.
- Apply new sealant to face of building between new soffit and masonry/render and around head of windows in applicable
- On completion dismantle access equipment and remove from site.
- Make good all areas affected by the installation or any other works, dispose of all debris and leave site in a clean and tidy condition.

See additional docs

Working At Height
COSHH

Risk Assessment

Hazard	Control Measures
COSHH	When using any chemicals, the COSHH safety data sheet will be followed to ensure that the safe working practice is followed. This includes storage and use, including the correct use of PPE. Common material sheets are within this document - Sealant
Hygiene	Good personal hygiene is a necessity washing of hands prior to any breaks (food – ingestion).
Asbestos	Fascia's, Soffits, felt and roof tiles – All operatives are to be Asbestos awareness trained. HSG264 R+D Asbestos survey is to be referred to before any works commence. Ensure asbestos are not disturbed during works. Tradesmen are to remain vigilant at all times when onsite and if any additional suspect materials are identified, site manager is to be informed immediately.
Working at Height	Mobile Tower – To be inspected prior to erection and erected and dismantled by in date PASMA trained operatives. Minimum PPE Hi-vis, helmet, harness & gloves. Fixed Scaffold – To be erected by competent scaffolder. WMS to receive handover certificate and scaffold to be inspected weekly by contractor and issued certificate to WMS H&S Dept and Scaff tag completed and up to date. MEWP – To only be daily inspected and operated by IPAF qualified operatives unless operator supplied with MEWP as part of the contract with the supplier. All ladders to have been inspected and have in date inspection tag Refer to Working At Height document
Slips, trips and falls	The site will remain tidy at all practicable times. All designated access/egress routes shall be kept free of slip and trip hazards, and obstructions. All equipment is switched off and/or isolated when unattended. All material that could potentially cause injury is either secured behind barriers or removed from site. The need for good housekeeping is to be explained in the site induction.
Inclement weather	Regular checks of the weather forecast are to be carried out by the contracts supervisor. No works to be undertaken in high winds as the works are to be carried out using a

	<p>scaffolding and the materials will act as a sail.</p> <p>When working in wet conditions (washing down – no painting in wet conditions), suitable waterproof clothing must be provided. Electrical equipment must be checked to ensure that it is not at risk of water ingress. If this is the case, it must be isolated until conditions improve.</p> <p>In times of high UV radiation workers are obliged to use sun screen protection. Workers are not permitted to ‘strip off’. Minimum dress code is to wear a T-shirt. Anything less and the person/s must be ordered to cover up, or, on refusal to do so, removed from site. WMS are to check wind protection to ensure resident’s possessions are not damaged.</p>
Manual handling	<p>Take care if lifting heavy materials such as Mobile tower/ Heavy ladders.</p> <p>Correct lifting techniques/ equipment are to be used at all times when moving equipment, materials or any heavy loads. Paying particular attention when lifting (stable stance, good grip, keep load close to your waist and do not flex your back).</p>
Electrical	<p>Only battery operated or 110v tools to be used</p> <p>All electrical equipment is to be PAT tested. The equipment is to be inspected prior to use to check for defaults or any other issues that could cause harm when the item is used.</p>
Lone working	Due to working at height no lone working to take place
Vibration	Wear PPE, regular breaks and ensure tools are correctly maintained.
Noise	<p>If high levels of noise are expected, ear defenders and control measures are to be introduced if lower noise action value is expected to be exceeded (80dB weekly average or 135dB peak). If there are concerns that noise levels are above this, further investigation will be carried out.</p>
Respirable Dust	<p>Control measures are to be implemented when any operations are being undertaken that could give rise to respirable dust. Particular attention is to be made to silica dust. When drilling and cutting, dust extraction is to be used to ensure operatives are not working above the 8hr control limit (0.1mg/m³) and FFP3 masks that have been face fitted to the individual are to be worn.</p>

PPE

