

Transforming the Value of Consultancy
GLOSSARY OF ROLES AND EXPERTISE

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INTRODUCTION

This Glossary provides a summary of the roles and expertise likely to be involved in delivering a building project/ development. These roles will be appointed by the client or by the contractor.

Appointments are generally made in 3 areas:

- **Client Team**- Professional advisors and client representatives.
- **Design Team**- Professional designers who will have various responsibilities for the design and delivery of the project.
- **Other Specialist Services**- Advisory/ Technical designers required for certain projects.

Specific roles and expertise are usually covered by the professional and/or certifying organisation relevant to the function being delivered.

[In some/ many cases, roles can be undertaken by other professionals, designers or technical experts already on the team.](#)

A client will usually create their client team from a mix of internal representatives, external individuals or organisations.

The client will *appoint* a design team who will have specific design responsibility (informed by the design responsibility matrix that forms part of the RIBA Plan of Work Toolbox). They may also appoint design or advisory specialists they require to help them deliver a project. The client should ensure that responsibilities are clear and there is a defined inspection and supervision regime across the team.

The client will also *contract* their building contractors. Under certain forms of contract, the design team are *contracted* to be part of the main contractor team (novated).

The client should be clear who they are appointing to specific roles and ensure they have the right skills (embracing emerging moves towards establishing competence) to undertake the role.

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Many roles require an appropriate professional regulated by a relevant professional body and have Professional Indemnity Insurance (PII) to cover the services they are appointed to deliver. It is recognised that in some cases there are challenges in making the required appointments, highlighted by the recent focus on Fire Engineering and the gaps in available expertise. In cases where gaps in responsibilities arise through appointments the *client should address the risk and make necessary arrangement to ensure they address the gaps.*

It is important to aim for continuity of appointments and involvement of experts across the development and delivery of any project, avoiding short stage appointments and retendering. Breaks and changes in the team will impact on knowledge transfer and project understanding and may ultimately impact on the quality of the product.

Reference should be made to the [Project Roles Table](#) (part of the TVC Resources which has been developed as a model example of the document that forms part of the RIBA Plan of Work Toolbox).

Building Construction wiki provide an overview of [types of consultant](#) and roles in construction, which provides a helpful reference.

The roles detailed include those that are typically required for a medium complexity public building. If you have a small project, some of these roles can be undertaken by a smaller number of consultants. If this is the case the client must be check that these roles can cover a broader range of expertise.

1.0 GLOSSARY

1.1 Client Team (advisory appointments made directly by the client)

Pre- Project (when undertaking the initial reviews and assessments into the nature of any project, including the business case etc)



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Project (once a project is established)



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The client may also employ **other specialist consultants** into the client team to provide focused advice on a particular area. These may include:



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1.2 Design Team (appointment made by the client or contracted to the main contractor)

Design Services (Lead)
The design services lead will often be the architect and involves coordination of the project design and are additional services beyond those of the designer/ architectural design within the design team.

Architectural Design
Architectural design is undertaken by an architect and generally involves assisting the client on all aspects of the design of and/ or refurbishment of a building, developing the strategies for the project and delivering on the client requirements.

Principal Design/ H&S Advice
The principal designer's role (usually the lead designer) is to plan, manage, monitor and coordinate health and safety in the pre-construction phase of a project.

Building Services Design (MEP)
This role is undertaken by Building Services Engineers who plan, design, monitor and inspect systems to make buildings comfortable, functional, efficient and safe)

Building Energy Modelling
A specialist consultant who can analyse energy systems and develop strategies that support the work of the engineer, architect and the contractor.

Environmental
Environmental design can be undertaken by a range of professionals appointed to the design team- architect/ MEP engineer and others.

Structural Design
Structural design is undertaken by a regulated and chartered structural engineer who assess, design and inspect structures to ensure that they are efficient and stable.

Civil and Geotechnical Design
Civil and Geotechnical design engineers are responsible for evaluating subsurface and soil conditions and materials, using the principles of soil and rock mechanics.

Fire Engineering & Strategy
The Fire Safety Strategy should be undertaken by a registered Fire Engineer and forms an integral part of the design and must be integrated from the point at which a building project is identified and will continue through the ongoing Asset Management of the building, providing a golden thread of fire safety information.

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1.3 Other specialist services (appointments will vary)

Interior Design
An accredited interior designer will consider the *effectiveness, accessibility, functionality and aesthetic* appeal of an environment to deliver a safe (and optimised) use of a building.

Landscape Design
A professionally qualified landscape architect (Landscape Institute) will plan, design and provide management advice for all external spaces and gardens that contributes to public realm.

**Acoustic design/
Advice**
An acoustic consultant (acoustician or acoustic engineer) will help to design, assess, manage and control sound and vibrations internally or externally.

Inclusive Design
An Inclusive Design Lead on the majority of projects will be an independent Inclusive Design Consultant (or someone in the design/ client team with this expertise) to ensure the project is designed to be as inclusive as possible.

Ecology/ Biodiversity
An ecology and Biodiversity lead will be an environmental consultant (accredited to IEEM) who can assist with advising the design team on habitat impacts.

**Highway/
Transportation
Design**
A Highway and Transportation Design lead will be a professional civil engineer (ICE) or consultant who can work with the design team to design and develop management arrangements and construction detailing for roads and street design.

**Independent
Checking/ Third
Party Verification**
Independent Checking is a specialist (or company appointed by the client) responsible for the checking of the design team or contractors design.

**Specialist Facilities
(e.g. Sports Pitch
Design)**
Specialist Facilities lead is likely to involve members of the design team who will work with specialist designers on facilities such as sports pitches, swimming pools etc.

**Sustainability/ Net
Zero**
Sustainability/ Inclusive Net Zero Champion lead will involve the MEP Consultant and focusses on applying and building in sustainable practices to the project and the construction delivery.

Technical Advisor
A technical advisor will have construction contract and technical expertise to monitor construction quality and technical delivery (the role will vary depending on the delivery/ contract model)

The following additional details support the glossary.

2.0 ROLE DESCRIPTIONS

2.1 Client Team

“Those roles required on the client team will vary from client to client and from project to project, depending on the unique drivers and risks associated with each site and brief. The crucial difference between client advisers and those in the design team, is that these advisers have no design responsibilities though they may have design skills. While they may set constraints or strategies, it is ultimately the role of the design team to produce a design that meets the requirements set by the client team, unless agreed otherwise”. (*RIBA Plan of Work Overview*)

Client Advisers will be appointed to support the client. They should be selected for their procurement expertise, design experience, business knowledge and track-record of delivering results in construction projects as well as those who may have specialist technical knowledge relevant to the project.

A main client advisor is usually an experienced architect and professional practitioner (but not the one designing the building) working in the client team, independent of the design team, monitoring and helping the client to follow a robust decision-making process from the very start and throughout the project.

The client is the commissioning entity for a project. Without a client there is no project.

Clients come in many forms depending on the project and governance arrangements of the procuring authority. It is essential that there is one SRO, by whom all decisions are taken. Other client representatives may have a role but will not take ultimate decisions.

When considering who might be in the client team, it is essential for the client to consider that – regardless of their experience, the project size or the business sector – the client team will have to undertake the following broad tasks:

- ✓ Sign off on the project objectives, business case and budget.
- ✓ Establish the governance arrangements and project ethos/ approach.
- ✓ Set out the Client Requirements and consider whether a building project is the best means of achieving the Client Requirements
- ✓ Develop the Project Brief, including functional requirements, the Project Budget and Project Outcomes

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- ✓ Agree on the most appropriate Procurement Strategy, and when the construction team will join the project team
- ✓ Appoint the design team, with appropriate knowledge, skills and experience
- ✓ Establish the Project Programme
- ✓ Review and comment on key aspects of the design as it progresses, including signing off finishes and fittings to be used in the project
- ✓ Sign off the Stage Report at the end of each stage
- ✓ Make payments to the design team, construction team and any client team members as the project progresses, in line with the relevant contracts
- ✓ Manage stakeholder relationships and Project Risks

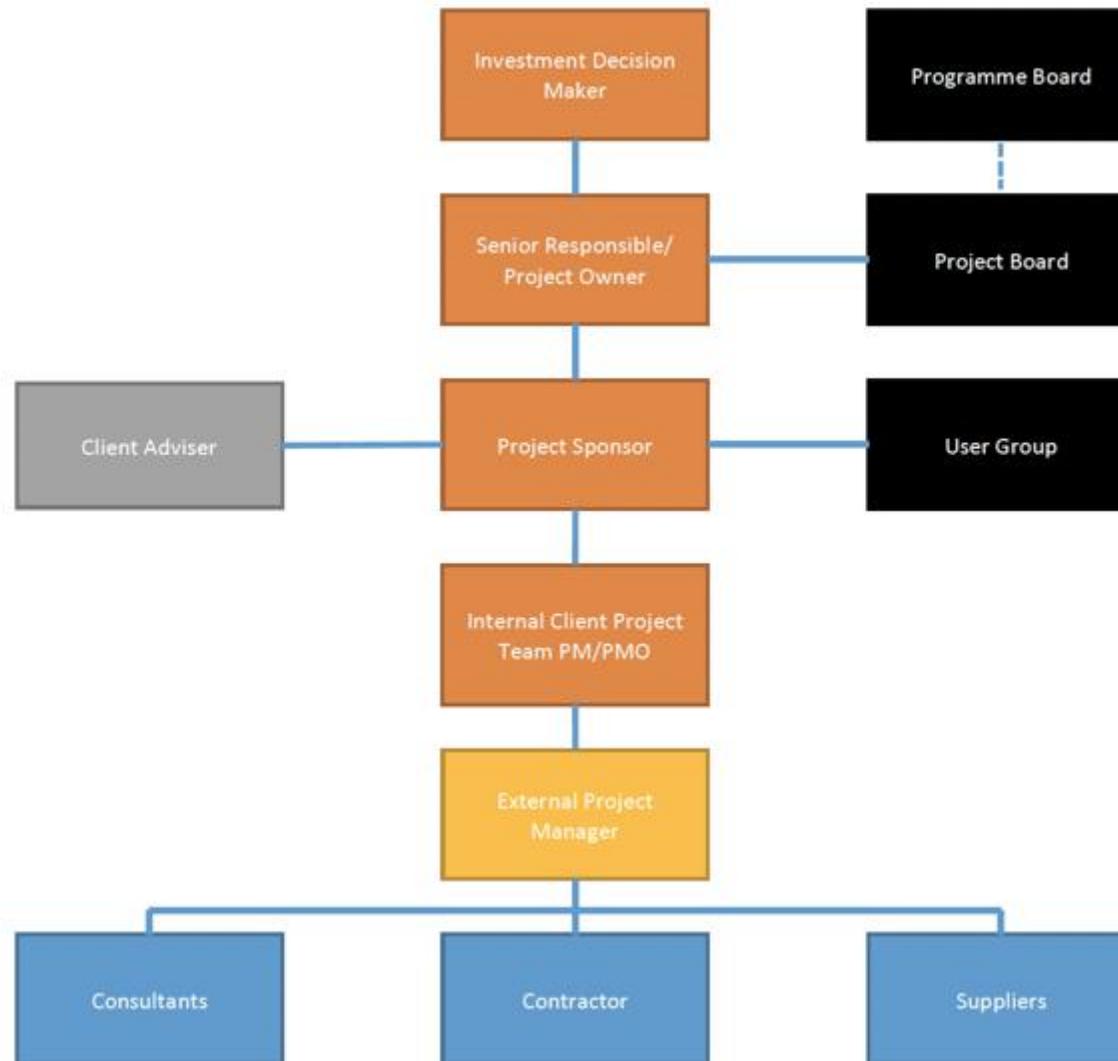
The Client may have internal expertise to perform some of the client team advisory roles.

Scottish Future Trust has a [Baseline Skillset for Construction Procurement Toolkit](#) that will identify candidates for SRO etc and where other advisors and expertise can be provided internally .

The Project Initiation Business Cases Handbook (*one of 3 Handbooks that comprise the Client Guide to Construction Projects*) provides a possible governance structure under 2.4 of the Guide. Further details can be sourced on the roles expertise that can support the project.

Figure 1: A possible governance structure

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Senior Responsible Officer (SRO/RO)

References (in part) taken from the [RIBA Plan of Work Overview](#) and [Scottish Government Construction Procurement Handbook Glossary](#)

Owns the Business Case and is the primary risk owner.

- Accountable for the effective identification, quantification, management and communication of benefits throughout the project
- Typically, accountable for the realisation of benefits. In major projects this is not always practical so accountability may be devolved to the Programme Director.

The client is central to the decision-making process at every stage, but the extent to which they are involved is a matter of preference.

The client will need to consider their role in decision-making when assembling the client team to ensure they have the expertise required.

Project Sponsor

References taken from the [Project Initiation Business cases Handbook](#)- Scottish Government

Responsible to the project owner and is the 'client's representative'. The person best placed to manage the clients' duties and the daily management of the clients' interests. The role can be shared between clients on joint projects.

This role should have relevant skills and expertise and may need to be an external appointment or have additional support for an internal candidate.

Place/ Design Definition and Development

This is a client appointment.

The skills required for this role could be filled by a range of people working with the client, but usually the project architect/ architect advisor along with others from the Design Team. You can also consider bringing in a specific external consultant, depending on the relevant knowledge and experience required.

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The role should have stakeholder engagement experience and expertise to work with a range of stakeholders and to translate the information to inform the Vision process.

Asset Strategy

Refer to the Scottish Government five-year [Infrastructure Investment Plan in 2021](#), incorporating an 'investment hierarchy' which provides a common framework to support planning and decision-making in public sector infrastructure investment.

This is a client appointment.

Asset Strategy involves a review of property and wider estate to establish the opportunities to consolidate and prioritise development options and involves property specialists. A review should take place when developing investment and business cases prior to finalising a project.

Asset review is usually undertaken by professional chartered surveyors regulated by RICS and supported by expertise in property development, urban regeneration, commercial, residential and planning professionals.

Capital Investment

This is a client appointment.

Advice on funding and capital expenditure on a project will be required and most commonly from an internal finance representative or external professional financial advisor.

Vision Development, Definition and Validation

This is a client appointment and could be drawn from the design team/ client advisory architect.

Taken from SFT's [Briefing and Evaluation Framework](#)

Vision Development and Definition can be filled by a range of people, either by the Client, someone from the Design Team, or by bringing in an external consultant, depending on the relevant knowledge and experience required.

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Validation can be filled by a range of people, either by the Client, someone from the Design Team, or by bringing in an external consultant, depending on the relevant knowledge and experience required.

Briefing Development/ Client Requirements

The lead designer or the client adviser architect/ internal expertise will assist the client and client team to develop the brief/ design brief and client requirements for the project.

The lead designer (and other members of the design team depending on the skills requirements) or the client adviser architect will assist the client and client team to develop the brief/ design brief and client requirements for the project. They may undertake feasibility studies and surveys etc to inform the brief/ Client requirements and business case).

Project Management

This is a client appointment.

Construction project management coordinates all facets of a construction project and is undertaken by the advisory architect or a project manager. The role oversees pre-construction to the completed structure. It involves the management of people and resources to control the scope, cost, quality and time of a construction project throughout the project's life cycle.

The role should be undertaken by a project manager or architect professional with project management skills and expertise and regulated by an appropriate professional body.

Cost Management

This is a client appointment.

Construction Cost Managers are Quantity Surveyors with the expertise to deliver cost planning and management of the project costs and usually regulated by RICS.

Appointment of suitable professionals who offer expert advice on construction costs (and can assist in procurement options).

BIM/ Digital Information Management

Reference should be made to SFT's [BIM Portal](#) and the Standard Information Management Plan (SIMP) guidance where a Client Information Manager scope of services template is available.

This is a client appointment.

The information manager will play a key role in supporting the client / contracting authority implement and successfully deliver the Standard information management plan (SIMP) in accordance with BS EN ISO 19650 parts 1 and 2.

Helps to establish project team roles and responsibilities for managing and delivering the information management tasks.

Is aligned with the BS EN ISO 19650: 1 and 2 international standards, including associated terminology.

The client information manager assists authorities and internal asset management teams to establish appropriate, project and asset information requirements for inclusion within the SIMP.

Post Occupancy Evaluation

References taken from the RIBA's

This is a client appointment.

Undertaken by a POE specialist or MEP/Architect team, POE is the process of obtaining feedback on a building's performance in use after it has been built and occupied. POE is the final stage of the Briefing and Evaluation process where the project vision and objectives are tested. POE also collects information on building and energy use and user satisfaction.

Contract Administration

This is a client appointment.

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The contract administrator manages the projects delivery on behalf of the client and is usually undertaken by the project architect. However, they could also be the lead consultant, the cost consultant, a specialist consultant, a client representative or employer's agent, the project manager or an engineer, depending on the nature of the project.

Compliance Management

This is a client appointment.

All Parties are responsible for compliance against legislation and legal requirements. The client can appoint a professional compliance manager who has an understanding of the management of construction rules and regulations.

The Scottish Government Building Standards are testing a new compliance plan approach. Details can be found under the [Compliance Plan Approach](#) on the CQIC website.

The New Compliance Plan Approach states, *'The new Compliance Plan (CP) approach will define and implement (through changes in future legislation) an appropriate and robust building warrant compliance assurance regime.'*

'Its purpose is to demonstrate that the duty imposed on the "relevant person" to certify compliance with building regulations (by signing and submitting a completion certificate to the verifier) is being managed robustly at both the design and construction stages, to deliver a compliant building.'

Utilisation/ Operations/ Facilities Management

This is a client appointment.

A range of specialists can provide input to this area including the facilities management team for the building. Utilisation will require the skills of a space planner which could be provided by the architect or other specialist. Operations and facilities management will oversee building functions and guarantees the safety and operation of all facilities, including running routine safety inspections, corresponding with contractors, planning maintenance work, maintaining records, and supervising facilities staff.

Quality Monitoring

References taken from the Construction Quality Improvement Collaborative (CQIC)

This is commonly a client appointment, but may also include appointments by the contractor.

Quality Champion roles can be appointed to offer client support across the construction process or to deliver a role specific to certain aspects of project delivery (for example design process, sustainability/carbon aims, handover process etc). The delivery of construction quality is the responsibility of all parties engaged in all stages of the process, but can be co-ordinated by a quality champion who has experience in independent assurance for the client.

The appointment of a party delivering independent assurance for the Client does not relieve professionals, nor contractors, of their existing responsibilities. It should also be recognised that there will be an overlap in such responsibilities and again, such overlap should not be seen as an opportunity for any party to absolve themselves from their own contractual responsibilities.

Clients should ensure they have the necessary level of expertise acting in their direct interests with none of the commercial pressures or conflicts of interests associated with dual appointments or being appointed by the supplier.

Planning

This is a client appointment.

Supporting the client address the statutory planning process is provided internally or via an external planning consultant. They support the client in how to approach a project and achieve the desired outcomes and most suitable options for a development. They advise on the requirements for the statutory planning processes. Planning expertise is provided by a chartered planning consultant regulated by the RTPI.

Whole Life Assessment

This is a client appointment.

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Takes a ‘whole life’ overview of the projects carbon impact (pre-redevelopment carbon assessment for example) on the environment, supporting the design team/ client in design development decisions and can be an additional role for one of the design team members or an external consultant.

NZC/ Carbon

This is a client appointment

The client can appoint a Net Zero Carbon (NZC) champion which may be an additional role for one of the design team, to advise the client at all stages of the project and support the design team in delivering carbon targets. This may also require a lifecycle carbon assessor and modelling expertise.

Environmental design will be required to address building standards regulation and other policy requirements including The Scottish Government’s Net Zero Public Sector Building Standard (NZPBS).

Plan for Use/ Soft Landings

This is a client appointment.

The role is partly user and FM engagement (through lessons learned workshops, design reviews, enhanced training and post occupancy support) and also scrutinising the building around commissioning and after the building is in use to make sure all the systems are working correctly (and working with the design team and contractor to ensure metering etc is designed appropriately).

Plan for Use is the RIBA’s interpretation of the Soft Landings Framework produced by the Usable Buildings Trust and BSRIA.2 and managed by the architect or project manager.

Its aim is to encourage a more outcome-based approach to design, both within the architectural profession and (by extension) to the construction industry as a whole.

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At project inception, the architect or project manager is usually best placed to instigate a conversation with the client, explaining how Plan for Use works and its key benefits, including better occupant satisfaction and productivity, lower operating costs and reduced carbon emissions.

Health and Safety Advisor

References taken from Designing Buildings Wiki

This is a client appointment.

The health and safety consultant is accredited and usually a member of IOSH (Institute of Occupational Health and Safety) and can be drawn from internal expertise or an external consultant. They promote a positive health and safety culture in the workplace. They are primarily responsible for ensuring that risks in the workplace are controlled and that organisations are successfully meeting safety standards.

Sustainability Assessor/ Advisor

This is a client appointment and can be someone from the design team or another chartered specialist in sustainability.

This role for one of the design team or another chartered specialist in sustainability requires consultants to identify ways to improve sustainability in construction projects. Using assessments, they will take into account the sustainability of the materials used on a project, pollutants that may be generated. Overall, the project's impact on local communities and ecosystems, its eventual energy use, and compliance with environmental legislation will also be addressed.

This is a role for a Certification Advisor who will undertake a range of sustainability assessments for example, BREEM, Passivhaus, NZPBSBS, WELL, NABERS.

The following details sustainability assessment under the BREEM and Passivhaus approaches.

BREEM professionals are accredited by the BRE. They assist with delivery using sustainability assessment methodology.

References are taken from the RIBA Plan of Work [Passivhaus overlay](#).

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Delivering a [certified Passivhaus building](#) requires knowledgeable designers/ consultants and building contractors, as well as an independent Passivhaus certifier*.

Recommend having at least one person within the team who has experience with Passivhaus from start to finish. Qualifications exist for each of these, and training is becoming increasingly more widely available, with many online courses.

** The difference between the certified Passivhaus Designer or Consultant titles is dependent on the professional background of the person undertaking the qualification. The Designer title is associated with those with architectural backgrounds, while the Consultant applies to other professional qualifications and experience.*

Legal Advisor

This is a client appointment and may filled by an internal team advisor.

The Legal Advisor will provide practical legal advice and expertise for the client and design team on construction or planning expertise, for example, and can be an external or internal role. The Advisor will be a chartered lawyer and be able to call for formal legal opinions and advice where necessary.

Financial Adviser

This is a client appointment and may filled by an internal team advisor.

The Financial advisor will support the financial model for the project and may assist in devising and developing innovative funding and financing structures with a robust and commercially viable delivery focus to underpin the project business case. The Advisor will be a finance professional who can also call on other financial support and expertise where necessary.

Representatives from Funders

Depending on the financial model for the project, representatives from funders or project sponsors will work with the client.

This is a representative role and may be responsible for oversight of any formal approvals.

Security Adviser

This is a client appointment and may be an internal appointment.

References taken from Designing Buildings wiki

Security Consultants will have specialist training and expertise and will advise on potential security threats and potential breaches, and create contingency protocols to safeguard the project assets.

Security consultants can either work independently, or as part of a multi-disciplinary team alongside, for example, IT consultants and other security experts. They should be independent from companies that manufacture and market security services/products.

Construction Adviser

This is a client appointment.

This role supports the client with delivery model options and should have expertise in contract delivery models.

Operational Adviser

This is a client appointment and may be an internal team advisor.

This role will have expertise in operations management and supports the client with operational delivery oversight.

2.2 Design Team

Initially this is a client appointment that is extended by the client or added to procurement requirements within delivery contracts.

References taken from the [RIBA Plan of Work Overview](#)

The design team are responsible for the design of the building and for producing the information required to manufacture and construct it.

The design team is led by the lead designer, who is responsible for coordinating the inputs and information from each team member.

Anyone who designs, engineers or contributes advice or information that will be used as part of the design process needs to be in the design team. However, this does not include the preparation of the Client Requirements or Project Brief which are developed by the client team.

On smaller projects some designers may start in the client team to help develop the Project Brief then become part of the design team.

The core members of the design team typically comprise:

- lead designer
- principal designer (usually a sub-function of the lead designer role)
- designers: architect, interior designer and landscape architect • engineers: civil and structural and building services engineers
- cost consultant
- construction advisor
- specialist consultants

Many specialist consultants – with detailed knowledge and experience of a particular subject – may be involved in the design of a building. The need for their input will depend on the Project Brief and the experience and skills of the core design team members.

Specialist consultants might include:

- fire engineer

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- acoustic consultant
- security consultant
- façade engineer
- sustainability consultant
- specification consultant
- BIM consultant

Not every member of the design team is a designer, but all design team members actively contribute to the development of the design. For example:

- the cost consultant's advice shapes the development of the design
- the sustainability consultant might determine the energy source for the project
- the fire engineer's calculations might dictate how the design of an atrium space is developed
- the acoustic consultant might help to determine the specification for glazing adjacent to a railway
- the security consult might configure the arrangements in an entrance hall.

Design Services Lead/ Co-ordinator

References taken from [Designing Buildings wiki](#)

This is a client or design team appointment or contracted.

The design services lead will often be the architect and involves coordination of the project design and are additional services beyond those of the designer/ architectural design within the design team.

However, for example on a very highly serviced building, or part of a building, the services engineer might be an appropriate lead designer.

A client may also consider it appropriate to appoint a design co-ordinator (for the co-ordination and integration of design prepared by specialist contractors). Contractors may also appoint their own design managers to co-ordinate their own design and that of sub-contractors.

It is essential that provision is made for these additional services and that they are included and clear in the appointment.

Architectural Design

This can be a client or design team appointment or contracted.

Architectural design is undertaken by an architect and generally involves assisting the client on all aspects of the design of and/ or refurbishment of a building, developing the strategies for the project and delivering on the client requirements.

They will take the strategic brief and develop this through concept/ detailed design to contract administration and rectification of defects. The full description of design services is outlined in the RIBA Plan of Work stages and defined in the design responsibilities for the project.

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There are other task responsibilities (including those early-stage tasks looking at place based and asset management reviews prior to any building project is defined as well as ensuring the project budget and costs are managed) that may be required and these will need to be clearly defined in the scope of services and contract terms.

This appointment is undertaken by an architect regulated by the Architects Registration Board and chartered through the RIBA/RIAS (in Scotland).

Principal Designer

This is a client or design team appointment or contracted.

References taken from the [RIBA Plan of Work Overview](#)

In the UK, the principal designer is a statutory role under the Construction (Design and Management) Regulations 2015.

The principal designer's role (usually the lead designer) is to plan, manage, monitor and coordinate health and safety in the pre-construction phase of a project. The intent of the Health and Safety Executive (HSE) is for designers to take responsibility for the health and safety aspects of their design, including any implications for maintenance and operation, and to in the design process.

The RIBA Plan of Work includes the need to prepare a Health and Safety Strategy. This is the responsibility of the principal designer although they may be supported by a health and safety adviser. See HSE publication L153: Managing Health and Safety in Construction (HSE Books, 2015) for more information.

Building Services Design (MEP)

This is a client or design team appointment or contracted.

References taken from [Designing Buildings wiki](#)

This role is undertaken by Building Services Engineers who plan, design, monitor and inspect systems to make buildings comfortable, functional, efficient and safe. Typically these systems will include heating, ventilation and air conditioning (HVAC), water and drainage, lighting, power, ICT, lifts and escalators, control systems, for example.

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Specialist systems such as specialist gas distribution, humidity and bacteria control, and so on, might be required for complex buildings such as airports, hospitals, factories and laboratories.

Building services engineers play a central role in contributing to the design of a building, not only in terms of overall strategies and standards to be achieved, but also in façade engineering, the weights, sizes and location of major plant and equipment, the position of vertical service risers, routes for the distribution of horizontal services, drainage, energy sources, sustainability, and so on. This means that building services design must be integrated into the overall building design from a very early stage, particularly on complex building projects such as hospitals.

While it is usual for a building design team to be led by an architect, on buildings with very complex building services requirements, a building services engineer might be appointed as the lead designer.

Increasingly, building services engineers are also central to the design and assessment of sustainable systems, assessing the life cycle of buildings and their component services to minimise the resources consumed and the impact on the environment during fabrication, construction, operation and dismantling.

Building Energy Modelling

Appointed by the Design Team as part of a client appointment or contracted .

A specialist consultant who can analyse energy systems and develop strategies that support the work of the engineer, architect and the contractor.

BEM is a type of software that helps with energy management and analysis, model energy consumption in heating, cooling, or ventilation, carbon emissions and construction time.

Environmental Design

This is a client or design team appointment or contracted.

Reference taken from [Designing Buildings wiki](#)

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Environmental design can be undertaken by a range of professionals appointed to the design team- architect/ MEP engineer and others. These appointments may also require specialist support from those who can analyse models etc. The client should ensure these tasks and design requirements are included in appointments with clear lines of design and task responsibility.

The environmental design will include design analysis (as well as software tools) that assess and optimise how a building interacts with its environment to achieve efficiency in design. While this may incorporate design techniques and the analysis of solar orientation, natural ventilation, thermal performance, and so on, it can also extend to the consideration of a broader range of impacts. These could include any impacts that the built environment has on the local and global environment, from where the building is sited, the materials and fuels used for its construction, to the running of the building once it is complete, the way it is occupied during its lifetime, and how it is dealt with at the end of its useful life.

Structural Design

This is a client or design team appointment or contracted.

Reference taken from [Designing Buildings wiki](#)

Structural design is undertaken by a regulated and chartered structural engineer who assess, design and inspect structures to ensure that they are efficient and stable.

The design process is typically an iterative one.

Detailed structural design involves the investigation of the stability, strength and rigidity of the structure to be built, based upon the physical requirements of the building and an understanding of the structural performance the materials and geometries used. The basic objective is to produce an efficient structural system, capable of resisting specified applied loads without failure during its intended lifecycle. The design should determine the most suitable proportions, dimensions and details of the structural elements and connections.

Civil and Geotechnical Design

This is a client or design team appointment or contracted.

References from [Designing Buildings wiki](#)

Civil and Geotechnical design engineers are responsible for evaluating subsurface and soil conditions and materials, using the principles of soil and rock mechanics.

Engineers, regulated and chartered are normally affiliated to the Institute of Civil Engineers. They also examine environmental issues such as flood plains and water tables informing the engineering design process with regard to how ground conditions can be made safe and effective for construction.

Fire Engineering and Strategy

This is a client or design team appointment or contracted.

References taken from [Designing Buildings wiki](#)

The Fire Safety Strategy should be undertaken by a registered Fire Engineer.

Note- The client should be aware of emerging and changing legislation and guidance in relation to fire safety and the regulation of Fire safety professionals in Scotland/ UK jurisdictions and any implications for projects and those already under development.

The RIBA Plan of Work 2020 suggests- 'The Fire Safety Strategy forms an integral part of the design and must be integrated from the point at which a building project is identified and will continue through the ongoing Asset Management of the building, providing a golden thread of fire safety information. A high-level Site Appraisal to determine the fire safety suitability against the Client

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Requirements informs the viability of the project through Feasibility Studies. Layers of fire safety are integrated into the design as the project develops then constructed and managed in use in accordance with the Fire Safety Strategy and maintenance requirements.’

If the role becomes part of the design team it moves beyond advisory. The client should be clear how the design responsibility is allocated alongside the lead designer and other design team members.

2.3 Other Specialist Services

Interior Designer

This can be a client or sub consultant appointment.

An accredited interior designer will consider the *effectiveness, accessibility, functionality and aesthetic* appeal of an environment to deliver a safe (and optimised) use of a building.

Landscape Design

This can be a client or sub consultant appointment.

A professionally qualified landscape architect (Landscape Institute) will plan, design and provide management advice for all external spaces and gardens that contribute to public realm. They have expertise in balancing user needs for external space and horticulture.

Acoustic Design/ Monitoring

An acoustic consultant (acoustician or acoustic engineer) will help to design, assess, manage and control sound and vibrations internally or externally.

Inclusive Design

References from the RIBA Plan of Work [Inclusive Design Overlay](#)

An Inclusive Design Lead on the majority of projects will be an independent Inclusive Design Consultant (or someone in the design/ client team with this expertise) to ensure the project is designed to be as inclusive as possible. Where the project is smaller in size and doesn't require specialist inclusive design advice, an Inclusion Champion could be identified with appropriate scope and services from a member of the project team and will have a responsibility for ensuring the project is designed to be as inclusive as possible.

Ecology & Biodiversity

An ecology and Biodiversity lead will be an environmental consultant (accredited to IEEM) who can assist with advising the design team on habitat impacts. They can support the contractor in on-site disturbances, offsite habitats and ensuring the proposal addresses disturbance and fragmentation of habitats as well as the sourcing sustainable materials, for example.

Highway/ Transportation Design

A Highway and Transportation Design lead will be a professional civil engineer (ICE) or consultant who can work with the design team to design and develop management arrangements and construction detailing for roads and street design. They will advise on traffic management both during and post construction as well as the engineering design for the road/ street and the necessary drainage (or Sustainable Urban Drainage) Design.

Independent Checking

Independent Checking is a specialist (or company appointed by the client) responsible for the checking of the design team or contractors' design.

Specialist Facilities (e.g. Sports Pitch Design)

Specialist Facilities lead is likely to involve members of the design team who will work with specialist designers on a facility such as sports pitches, swimming pools etc.

Sustainability

Sustainability lead will involve the MEP Consultant and focusses on applying and building in sustainable practices to the project and the construction delivery. The role involves consideration of opportunities for resource management, renewable energy, recycling and waste management for example.

Technical Advice

A technical advisor will have construction contract and technical expertise to monitor construction quality and technical delivery (the role will vary depending on the delivery/ contract model). The roles include Clerk of Works/ NEC Supervisor, Independent Tester and Technical Advisor. These roles are connected to the Quality Monitoring client appointment role.

Ends

February 2025