

# ANCHOR™ Internal Forwarding Email

Head of People → Exec / Procurement

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**Subject: Our People team is spending too much time on decisions that should never reach us**

Hi [Name],

I need to flag something. Right now, our People team is spending a significant portion of their time clearing decisions that managers should be able to handle independently. Every time a manager hesitates on a capacity call, an adjustment request, or an early-stage concern, it lands on our desk.

That's not what we were hired to do. We should be building strategy, retention programmes, and workforce planning. Instead, we're a decision-clearing house.

## **What this costs us**

Every unnecessary escalation is time we're not spending on strategic work. And when managers don't feel safe to act, they either delay (until it becomes a grievance) or guess wrong (creating inconsistency that becomes evidence against us later). One tribunal costs £50-150k+. But the real cost is the strategic work that never gets done because we're firefighting.

## **What I want to test**

I've found an AI decision-support tool called ANCHOR that gives managers structured framing at the exact moment they hesitate. Three minutes instead of three weeks. We retain oversight without being dragged into every decision. Managers get clarity, we get our time back.

- 10-week pilot with a small manager cohort
- No system replacement, no personal data required
- We measure: time-to-decision, escalation volume, manager confidence
- If it doesn't free up our capacity, we stop. If it does, we have the business case.

I'm not asking for budget approval yet. I'm asking for permission to have a 15-minute conversation with their team to see if this fits our situation. Pilot scope attached.

Every week we wait is another week our team spends on decisions that should never reach us — instead of the work that actually moves the organisation forward.

Best,

[Your name]

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## When to use this template

- You're socialising the idea internally and need executive or procurement sign-off
- You sense resistance or budget gatekeeping
- You want to frame ANCHOR as strategic capacity, not a new initiative

## Customisation notes

If you have specific data, use it: "We had X grievances last year" or "Average adjustment request takes X weeks". If you don't, the email works as-is. Attach the Decision Pack with this email.

## The psychology of this email

This email doesn't sell ANCHOR. It sells the opportunity. By the time they finish reading, they should feel the cost of the People team's trapped capacity. The ask is small (a 15-minute call). The upside is their People team leading instead of firefighting.

[ruth-ellen.com/anchor](https://ruth-ellen.com/anchor)

*ANCHOR™ — Decision support for People teams*