

Renewal Plan –Delivery Project Proposal

Renewal Plan Section	Employer	Support Area:	Specialist Support
Proposed Intervention : Access to services and knowledge support			
Date Completed :		Priority:	1
Recommended Delivery Approach			
<p>Access to an expanded in-house team of specialists within the Growth Hub utilising the ‘Neutral Vendor’ Framework. Agreement reached proposing a two tiered approach -</p> <p>Tier One Provision of additional regional resource into LA areas to provide wrap around strategic advice and brokerage support initially 1 extra advisor per region (using Growth Hub Advisor model but deployed into each LA area).</p> <p>Tier Two Framework access to specialist advisors – Again utilising the existing Bloom framework – identify and have contracted with a bank of specialist providers on a call off basis – to include; HR, Legal, Financial, H&S, QMS, Digital, others as identified. Once provision identified via an existing LA or GH advisor through a diagnostic, specialist can be commissioned to deliver into a business.</p>			
Supporting Reasoning for Initiative			
For the provision of knowledge, supporting businesses that need to adapt and survive. It includes scaling up our business support offer, - specialist areas like HR, legal, company formation and structure, health and wellbeing (especially mental health), and health & safety (including COVID adaptations).			
Identified Pros/Cons:			
Pros: Already in place - can enable access a range of specialists not just a grant to access one - can complement all other grant projects and fairly quick and simple to access once specialists are contracted with.		Cons: Potentially less flexible on number of specialisms depending on who is registered on the framework. Will need extra resource just to manage framework.	
Resource Requirements with Explanation			
<p>As a minimum there will be a requirement for at least one full time role to manage the issuing for work contracts to relevant specialists, along with increased administration support for processing timesheets for activity delivered and any output documents.</p> <p>For the relatively small size of the team currently, there is at least a 0.5 fte time allocated to managing the activity and time sheeting currently taken up within the team. Dependent upon the volume of specialist referrals, this may need to be flexible with the option to flex up if/when needed. May also need some slight uplift in contracts and performance team who manage the contract with Bloom and the issuing of contracts.</p> <p>Basic requirement - one project manager - one admin staff to manage and support effective delivery as soon as this is approved and goes live.</p>			
Anticipated Costs with Explanation			
<p>Currently difficult to predict in terms of specialist access, - but initial cost estimate £40k from September to March for additional Advisor support 1 x per LA. Total simply for a single additional wraparound resource per LA = £135k - extra budget already approved for GH</p> <p>For specialist activity based upon a day rate x based upon historical enquiry levels for specific advice – per month</p>			

Based on a maximum of 40 referrals per month per LA area on average. Potentially up to £768k based on allocating 2 x days per business referral from September to March 31st.

All costs up to March 31st 21.

£135k for Strategic advisors for each LA –

£768k for access to dedicated specialist advice

Plus costs for additional resource to manage.

£32k for project manager (Pro Rata)

£28k for project support (Pro Rata)

Anticipated maximum project cost – £933k

	Next Steps	By whom	By when

Amendments:	First draft completed.	Date	03/08/20
Amendments:		Date	
Amendments:		Date	