



East Cambridgeshire
District Council

Economic Development Service Delivery Plan 2026 to 2027

Overview of the service

The Economic Development service is responsible for facilitating the development and growth of the district's economy including related skills and employment prospects. It achieves this by:

- Developing economic strategy and priorities through collaboration with the Cambridgeshire and Peterborough Combined Authority and local monitoring of the district's economy.
- Project and program management of funded growth projects and corporate objectives where funding is made available by Cambridgeshire and Peterborough Combined Authority.
- Facilitation of skills and employment projects working with the Cambridgeshire and Peterborough Combined Authority and other stakeholders.
- Being the first point of contact for those seeking business advice services and support.
- Working to encourage inward investment to the area, for example, new businesses or infrastructure funding.
- Working with and supporting organisations such as the Chamber of Commerce, Federation of Small Businesses, and local businesses/organisations as part of our business engagement activity.
- Managing the e-space business centres at Littleport and Ely.

Cost of service

The service, inclusive of E-space operations, is a net contribution of £68,922.01.

Staffing Information

Economic Development Manager (full time)

Economic Development Officer (full time) x 2

E-space Centre Manager (full time)

E-space Assistant Manager & Administrator (full time)

Forward planning for Councillor

Proposed item	Proposed date of decision	Committee
Half year report 2026 to 2027	November 2026	Finance and Assets
End of year report 2026 to 2027	March 2027	Finance and Assets
Service Delivery Plan 2027 to 2028	March 2027	Finance and Assets

Economic Development Service Delivery Plan 2025 to 2026

This Service Delivery Plan describes what Economic Development service will be doing to deliver continuous improvement (service objective). Each performance measure relates to the Council’s strategic outcomes and Corporate Plan.

Council’s Strategic Outcome: Customers are at the heart of everything we do.

Economic Development Service’s Strategic Objective: Targeted monitoring and data analysis of East Cambs economy to provide effective business and stakeholder support including skills.

Link to Corporate Plan: Sustainable Communities.

Performance measure	Target and reporting timescale	Baseline/output from 2025 to 2026	Owner and co-owners
Maintain direct contact with key businesses and relevant stakeholders	Maintain Economic Development business CRM system, identifying and maintaining contact with key businesses throughout the year targeting top 100 based within the district identified by turnover and number of employees.	New measure.	Economic Development Manager Economic Development Officer(s)
	Email a minimum of 12 targeted communications through the CRM system.	Mail outs 100% complete.	
	Utilise LinkedIn social media channel with a minimum of 12 posts over the year. Continue to grow follower numbers with a target of 1000 by 31 st March 2027.	Social media posts 100% completed. Target of 500 followers on ECDC LinkedIn account 100% achieved. Followers at March 2026 - 758.	
	Working with Grovemere and CPCA chair Lancaster Way EZ Project Board, produce an Enterprise Zone Development Plan by September 2026.	New measure.	

Performance measure	Target and reporting timescale	Baseline/output from 2025 to 2026	Owner and co-owners
Deliver business support programmes and investment initiatives	Complete agreed UK Shared Prosperity transition fund 25/26 as extended to September 2026	Revised measure.	Economic Development Manager Economic Development Officer(s)
	Monitor with successful applicants agreed project outputs to September 2026 for completed projects.	Revised measure.	
	Utilise underspend from SPF & RDPE funding identifying appropriate business support opportunities by September 2026.	New measure.	
	Work with CPCA in implementing Local Growth Plan and ECDC major project and investment pipeline. Where opportunities arise, developing concept and business cases for investment proposals.	New measure.	
	Represent East Cambridgeshire on the Cambridgeshire & Peterborough LVEP working group.	New measure.	
Deliver business support events programme 2026/27 in partnership with Chamber of Commerce.		New measure.	
Work with Cambridgeshire and Peterborough Combined Authority to help them/stakeholders deliver East Cambridgeshire’s skills and employment actions for short, medium, and long-term interventions	Provide Cambridgeshire and Peterborough Combined Authority and stakeholders with local expertise across the district, in addition to working on specific projects for the year, prioritising: - Supporting further Education Coldspots delivery. - Local Skills Forum development during 2026/27.	New measure.	Economic Development Manager Economic Development Officer(s)

Council’s Strategic Outcome: Customers are at the heart of everything we do.

Economic Development Service’s Strategic Objective: Be influential in determining digital investment priorities in our communities.

Link to Corporate Plan: Sustainable Communities.

Performance measure	Target and reporting timescale	Baseline/output from 2025 to 2026	Owner and co-owners
Attend and contribute to the Connecting Cambridgeshire project board (quarterly) and Camb-Wi-Fi governance board and further develop and monitor local policy/strategic plans for East Cambridgeshire	Attend, contribute and champion East Cambridgeshire at quarterly meetings throughout the year, including Smart Poles project.	100% completed	Economic Development Manager

Council’s Strategic Outcome: Customers are at the heart of everything we do.

Economic Development Service’s Strategic Objective: Continue delivery of affordable commercial space for the district at our E-Space business centres.

Link to Corporate Plan: Sustainable Communities.

Performance measure	Target and reporting timescale	Baseline/output from 2025 to 2026	Owner and co-owners
Manage the Espace serviced business centres and two business units ensuring that remains above 80% viability level.	Ensure E-Space and business units maintain occupancy levels above 80% by retaining existing customers, effective marketing of vacancies and budgetary control.	Sustainably managed the E Space serviced business centres in addition to the council’s business units (2) on the Cambridgeshire Business Park, Ely. Delivered within budget. Occupancy levels: North = 93% South = 72%	Economic Development Manager E-Space Manager

Council’s Strategic Outcome: Be an excellent employer.

Economic Development Service’s Strategic Objective: Continue to develop highly trained staff to support service delivery and drive forward our corporate priorities. Ensure that the Council’s corporate risks are managed effectively and mitigations are put in place to reduce impact.

Link to Corporate Plan: Sound financial management.

Performance measure	Target and reporting timescale	Baseline/output from 2025 – 2026	Owner and co-owners
Regularly review higher level corporate risks including: - contractual and regulatory compliance, such as procurement and grant funding - H&S at our external sites	Monthly, annually	Carried out all necessary fire drills at E-space. Undated business Continuity Plan & Risk Register. Reviewed all contractual/Legal agreements connected with funding programmes, procurement, leases, and service provision.	Economic Development Manager E-Space Manager

Performance measure	Target and reporting timescale	Baseline/output from 2025 – 2026	Owner and co-owners
To actively facilitate and engage with the Local Government Reorganisation (LGR) programme and be operationally ready to transition into the new authority model without service disruption.	Identify through appraisal programme staff training opportunities for specific skills development across their roles ensuring they are able to transition to the new authority. Review current service area systems, procedures, communications and filing, and ensure these are as streamlined as practical so as to be ready for the transition commencing in 2027.	New Measure	Economic Development Manager

Council’s Strategic Outcome: A clean, green and attractive place.

Economic Development Service’s Strategic Objective: Undertake activities which help to mitigate/adapt to climate change.

Link to Corporate Plan: Cleaner, greener East Cambridgeshire.

Performance measure	Target and reporting timescale	Baseline/output from 2025 – 2026	Owner and co-owners
Monitor the net impact/improvement of fitting solar PV to E-space North	Provide quarterly reports on energy savings against pre-installation benchmark.	2023/24 energy consumption showed a 40% reduction and established saving benchmark figure. Comparative reduction for 9 months 2025/2026 42% when factoring lower occupancy rate. (final quarter not yet received).	Economic Development Manager E-Space Manager