

Firstsite milestones 2016 -18

Confirmation of appointment of Director or alternative arrangements to provide leadership for Firstsite	April 2016
Recruitment to new staffing structure complete. Key appointments in place – Director of finance, Head of programmes	April 2016
Volunteer programme in place	April 2016
Retail and marketing strategy and action plan produced	April 2016
Fundraising strategy produced	April 2016
Action plan for review of catering facilities and catering suppliers	April 2016
Update on marketing and communication plan 2016-18	April 2016
Board Awayday	May 2016
Gold Square strategy agreed	June 2016
Formal education offer developed	June 2016
Compliance Log completed	June 2016
Board recruitment – second phase completed	July 2016
Confirmation of artistic programme 2017/18	July 2016
Volunteer programme review	September 2016
15 Queen Street established as creative incubator with confirmed occupancy programme	September 2016
Confirmation of artistic programme 2018/19	January 2017
Review of Equality action plan 2016-18	January 2017
Review of audience engagement plan 2016-18	January 2017

Review of fundraising strategy, marketing and communication plans	January 2017
Update on business plan 2016-18	January 2017
Informal education offer developed	January 2017
Capital renewal strategy produced	June 2017