

CSC101-002 – Pilot in Surplus Food Re-Distribution And Use in Wales

Inception Meeting

Objectives: To agree the key tasks and confirm the deliverables of the contract.

Agenda points:

1. Review and clarification of requirements
2. Review of deliverables and time plan
3. Project risks and mitigation
4. Key lessons from the previous pilot
5. Potential charity partners
6. Logistical constraints
7. Meeting with Sainsbury's
8. Contract and invoicing
9. AoB