



Shelter Cluster Cameroon SW/NW – Meeting Minutes			
Meeting:	Shelter Cluster		
Date:	05.12.2018	Time:	14:30
Meeting Facilitator:	Mamen Sancha Fredrick Hanga	Location:	Buea, SW
Minutes Prepared By:	FH	Location:	UNHCR, Office
<b>Participants (26):</b> AIRD, AMEF, CARITAS KUMBA, CAWI, DMF, DRC, DWV, DYWOVIS, EPDA, IRC, IPW, INTERSOS, IYEC, MSF-SPAIN, PAID-WA, PEP Africa, REACH, RUWDEC, SUWAHSER, UNHCR, UNICEF, YDC			
Agenda			
<ul style="list-style-type: none"> <li>• Introduction &amp; round-table</li> <li>• Actors presence in the different regions and progress on activities</li> <li>• HRP/HNO process update</li> <li>• Next steps</li> <li>• Shelter and WASH Joint Needs Assessment</li> <li>• AOB</li> </ul>			
Notes, Decisions, Issues			
Introduction & round table			
All agencies representatives presented themselves and their agencies. The agenda for the meeting was shared and agreed on. The action points for the last meeting minutes were confirmed and endorsed.			
Actors presence in the different regions and progress on activities			
The IM for shelter cluster shared with the members a few maps produced with data received from the 4W they shared. They included maps on presence of actors in a division level, actors doing NFI's, actors doing shelter and progress on activities.			
Partners were able to identify missing actors in the presence maps. Most of the partners committed to provide more details as they saw the importance of sharing the data.			
The partners agreed that donor names can be included in the 4W maps, which will also include implementing partners alongside the programme partners. The next level of mapping will be done in a sub-division level.			
The 4W will be shared with individual partner for partners to update.			
The new 4W (5W) inputs to be received this week and the next 4W will include SW and NW regions, Typology (Site Type). Partners who filled the previous version will just need to update only their part.			
HRP/HNO process update			



It was explained the final version of the Shelter/NFI framework for NWSW crisis within the HRP for 2019, that previously had been discussed with the SAG and shared the outputs with all the SC members for comments.

It was summarized the strategic objectives, aligned to the SC Strategy, as well as the interventions. There were also explained the indicators chosen. And the target calculation revision.

It was suggested to the SC partners the pertinence to work on the harmonization of the vulnerability criteria to prioritize the beneficiaries, as well as suggested to share with the SC coordinator the previous scoring cards or other systems previously used in their organizations.

It was raised the concern about the complex situation to apply this approach with the particular group of population self-settled in the rural areas, where the vulnerability is very high and the access very difficult.

It was also pointed out the pertinence of considering the most vulnerable population in the communities that are hosting IDPs, even if they are not directly hosting people in their house.

It was agreed the Shelter Cluster will continue working on this topic of harmonization of the vulnerability criteria, in coordination with the other sectors, in order to assure a common approach.

#### Next Steps

The Shelter Cluster NW hub set up (including the election of the 2 SAG members from NW) in the coming week, within the first SC meeting in Bamenda.

The revision of the Shelter Cluster Strategy will be done in January 2019 with the results of the Shelter Needs Assessment and the DTM from IOM, both expected by the end of the year.

The shelter capacity will be mapped within an inter-cluster tool developed by the Wash Cluster.

#### Shelter and WASH Joint Needs Assessment

The REACH team made a presentation of the shelter and WASH needs assessment. The geographic extension was explained and it focused on the population groups, Key informant approach and displacement patterns.

The REACH team further explained the dynamics of the data collection and information regarding the different populations and areas.

The methodology was explained and questions were raised on the selection of KIs which were explained extensively.

The data validation and cleaning process was explained, partners also asked if the results will be triangulated to help in the validation of the results.

#### Action Items

Action	Responsible	Due Date
The IM will share individual 4Ws for partners to update, as well as the presence and progress maps, for comments before publishing online.	IM Officer	End of this Week
SC partners will update the 4W matrix SC partners will inform the SC team if they see on the maps shared with this minutes any inconsistency regarding their organizations.	SC Partners	ASAP



SC coordinator will share with the SC partners some technical guidance materials that could result interesting for the partners		SC Coordinator	ASAP		
SC partners that know organizations active in NW in Shelter and NFI will share the contact with the SC coordinator to invite them to the next meeting		SC Partners	ASAP		
<b>Next Meeting</b>					
Date:	13.12.2018	Time:	13:00PM	Location:	Plan Int Office, Bamenda
Objective:	Shelter/NFI Cluster meeting in Bamenda				