



Shelter Cluster Cameroon SW/NW – Meeting Minutes			
Meeting:	Shelter Cluster		
Date:	31.01.2019	Time:	10:00 AM
Meeting Facilitator:	Mamen Sancha	Location:	UNHCR Office. Buea, SW
Participants (25): YDC, FAHP, LIVE BUILDER, CAWI, CED, IYEC, EPDA, POOR AND NEEDY, GWC, UNICEF, AMEF, MSF, COHESODEC, Demtou Humanitarian, IRC, IOM, IPW, NRC, IPW, MWDA, PEP Africa, AWEC, REACH OUT, DYWOVIS, CARITAS.			
Agenda			
<ul style="list-style-type: none"> • Introduction & round-table • Shelter/NFI and WASH Joint Needs Assessment, REACH • Cluster Coordination Performance Monitoring results • IM: January Shelter/NFI Fact Sheet • Others: Progress of the vulnerability working group / HLP section on DRC rapid protection assessment/ Technical guides shared 			
Notes, Decisions, Issues			
Introduction & round table			
The Shelter Cluster partners present in the meeting introduced themselves and the proposed agenda was approved.			
Shelter/NFI and WASH Joint Needs Assessment, REACH.			
The SC partners were updated with the status under final revision of the Shelter/NFI and WASH Joint Needs Assessment conducted by REACH. The key findings were presented on-line during the last meeting by REACH.			
The report will be available soon and it will be circulated and posted online in the SC website.			
Two organizations present in the meeting also expressed they have almost ready to share some material interesting to the SC partners, the Displaced Tracking Matrix (DTM) in the case of IOM and a Rapid Assessment of Markets in two locations in SW in the case of IRC.			
Cluster Coordination Performance Monitoring results			
Cluster partners were briefed about the CCPM session that was carried out last 23 rd of January 2019.			
The results matrix with the Shelter Cluster core functions was presented and attendants were asked for their comments and recommendations, still on time to include them in the report.			
The consolidation of a permanent shelter cluster hub in Bamenda to coordinate better the NW response and the need of improving the accountability towards population were highlighted as key general concerns. Monitoring of the response and its challenges were also discussed by the cluster partners.			
Only one organization among the attendants confirmed was carrying on a post-distribution monitoring. The importance of these activities were highlighted by many of the attendants, specially with regards to the need of improving the accountability, mentioned as urgent. Some local partners requested some advice from international NGOs to better design their monitoring system.			
The improvement of the advocacy to the government with regards to the cash based intervention authorization was also pointed out as important also.			
IM: January Shelter/NFI Fact Sheet			
The key information for January Shelter/NFI factsheet was shared with the partners for comments			



Key figures exposed were:

SHELTER: Total estimated of people in need of shelter assistance: 381.000 / Target population for shelter assistance: 265.000 / Population reached (reported 4W): 23.635 (Dec: 21.500) / Gap: 241.365

NFI: Total estimated of people in need of NFI assistance: 418.000 / Target population for shelter assistance: 290.000 / Population reached (reported 4W): 100.150 (Dec: 73.000) / Gap: 189.850

4W updates to be shared monthly (the 4th week of each month) with fredrick.hanga@sheltercluster.org, CC: mehkum@unhcr.org (Ivo).

Others: Progress of the vulnerability working group / HLP section on DRC rapid protection assessment / Technical guides shared

- Progress of the vulnerability working group:

It was shared by several SC partners the status of the work ongoing to have a common approach for the prioritization of the target population. A draft with the harmonization of this criteria will be shared shortly.

- HLP section on DRC rapid protection assessment:

SC partners were informed about this assessment conducted by the Danish Refugee Council in January 2019 within the communities along the road from Buea to Ekona. In this report, it could be of the SC partners interest the information gathered through key informants interviews, about hazards related to property, different shelter options that the population in the community have, host community tensions and population' intentions to return.

- Technical guides shared:

A quick exposition of the material shared via dropbox was offered to the SC partners to be sure they were aware of this shared folder. Some said have not received the link, so it would be shared again with the SC partners.

Next steps:

With the "Shelter and Wash Joint Needs Assessment" from REACH and the "Displacement Tracking Matrix" from IOM results, the SC probably will have to do a revision of the Shelter Cluster Strategy.

Bamenda SAG members' election

Action Points

Action	Responsible	Due Date
Shelter/NFI and WASH Joint Needs Assessment (REACH) shared with SC partners.	Shelter Cluster Coordinator	As soon as available
DRC rapid protection assessment shared with the SC partners and link to the Technical Guidelines Dropbox folder shared again with SC partners	Shelter Cluster Coordinator	With these meeting minutes
SC Partners conducting PDM activities will share with the SC coordinator the results in order to learn and better adapt the response, specially the NFI and Shelter kits content.	SC Partners conducting PDM activities	As soon as available
4W matrix updated monthly and sent to: fredrick.hanga@sheltercluster.org and mehkum@unhcr.org	SC Partners	Fourth week each month
Pictures of shelter/nfi activities suitable for the Fact Sheet for January number sent to: mamen.sancha@sheltercluster.org	SC Partners interested	ASAP
IRC team will inform the SC once their Rapid Assessment of Markets in two locations in SW is ready to share.	IRC team	As soon as available
IOM team will inform the SC once their DTM is ready to share.	IOM team	As soon as available

Next Meeting

Date:	To be confirmed	Time:	TBC	Location:	Buea, SW
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