

### Sustainable Shelter Solutions Working Group

**Date:** Thursday, 30<sup>th</sup> October 2014

**Location:** UNHCR Somalia office, Lynwood Court, 2<sup>nd</sup> floor Conference room

#### Meeting Minutes

##### Agenda:

1. Update on the past mapping exercises and plans for the future mapping exercises, including lessons learned and improvements made.
2. Introduction of an NFI scoring sheet and the multi-sector rapid needs assessment tool: together with the Inter Cluster Working Group we are developing a rapid needs assessment tool to ensure improved data collection to ensure improved decision making and timely delivery of emergency assistance.
3. Update on the Monitoring and Evaluation Framework.
4. Update on the CAP 2015 process.
5. Presentation of training/Workshop for Shelter Cluster partners: tentative dates last two weeks of January 2015.
6. AOB.

##### List of participants:

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**The next WG meeting will take place on Thursday 27<sup>th</sup> November 2014 (last Thursday of the month) from 10:00 to 12:00hrs.**

Agenda	Action points
<p><b>1. Mapping Exercise updates</b></p> <ul style="list-style-type: none"> <li>• The main objective of this tool is to provide a reliable, useful and timely overview of the living conditions of the IDPs, inclusive of their access to basic services. The mapping exercise has successfully been piloted in Kismaayo, Baidoa, Jowhar, Bossaso, Gaalkacyo and Garowe.</li> <li>• The exercise has already been rolled out in 5 locations FULLY in Somalia. These are; Kismaayo, South/North Gaalkacyo, Mogadishu, Luuq and Bossaso. REACH used the tool in North Gaalkacyo/Luuq/Kismaayo as part of the Tri-Cluster Assessment with the Education, Shelter and WASH Clusters.</li> <li>• Plans are underway to roll out further exercises in the following regions by December; Kismaayo (second time), Hargeysa, Berbera, Burao, Beletweyne, Baidoa, Marka, Jowhar, Abudwaaq, Qardho, Afmadow, Diff and Dhobley. Most of the exercises are funded through the CHF Strategic Reserve allocation.</li> <li>• It takes 2 weeks to collect data and approximately 5-6 weeks to produce a report. In future, the ensuing report and map can be produced within a week through the standardization and automation process.</li> <li>• The principal weakness of this exercise in its current form is that it cannot accurately produce a household estimate. SC is preparing a random sampling methodology together with a World Bank consultant and with support of UNOSAT to develop a more robust methodology for taking density points from which household estimates can be reliably extrapolated. In ideal situation, the Mapping exercises will not rely on satellite imagery analysis in the future.</li> </ul>	<p>- Further coordination will be done through the Cluster coordinator.</p>
<p><b>2. Introduction of an NFI scoring sheet and the multi-sector rapid needs assessment tool</b></p> <ul style="list-style-type: none"> <li>• Generally, the SC has noted that it takes three months to respond to emergencies which results to 50% rapid assessment.</li> <li>• The SC together with the Inter Cluster Working Group (ICWG) agreed to develop a rapid needs assessment tool to ensure improved data collection, improved decision making and timely delivery of emergency assistance.</li> <li>• The NFI scoring sheet was introduced to the WG and briefly explained to</li> </ul>	

<p>the members. It is a household survey tool based on one that was done in Congo.</p> <ul style="list-style-type: none"> <li>• It will be rolled out as a pilot in November in the following regions:-             <ol style="list-style-type: none"> <li>i. <i>Gedo/Beletweyne/Luuq</i> – chosen due to the fact that they are flood prone areas</li> <li>ii. <i>Middle/Lower Shabelle (Mahadey, Jowhar and Marka)</i> – chosen because they are prone to interclan conflicts</li> </ol> </li> <li>• The process involves 1-2 weeks of data collection and the report is disseminated 3-4 days later. Rapid needs assessment tools will therefore ensure improved data collection and help in the decision making process.</li> <li>• This tool will be ready in a week's time and SC is aiming to have everything ready by mid-November for roll-out in the two locations. All partners will be trained on how to use and roll it out.</li> <li>• Scoring sheet analysis and scoring to be done by the Shelter Cluster Secretariat, this will involve some sort of direct observation tool.</li> </ul>	<p>Shelter Cluster to produce a one-pager guidance note on the NFI scoring sheet.</p> <p>Shelter Cluster to share with the WG members all documents related to the ICWG rapid needs assessment tool.</p>
<p><b>3. Update on the Monitoring and Evaluation Framework</b></p> <ul style="list-style-type: none"> <li>• SC provides various tools for Needs assessment e.g. project management tools, NFI scoring sheet and the mapping exercise</li> <li>• The ME framework is to be finalized by 1<sup>st</sup> of December 2014. The pilot was completed and indicators have already been determined.</li> <li>• REACH to determine at what point of the PMC to use the framework. Some impact valuations are on-going and a standard needs assessment will be produced for each.</li> <li>• The baseline mapping exercise is complete and REACH will circulate all the necessary documents.</li> <li>• In attachment, REACH has developed a memo that is shared with these minutes.</li> </ul>	<p>REACH will send out a framework to finalize the Project Cycle Management related tools. Bilateral meetings will be made with Shelter Cluster partners.</p>

<p><b>4. Update on the CAP 2015 process</b></p> <ul style="list-style-type: none"> <li>• The meaning of ‘Newly displaced’ persons was redefined in objective 1. This term will also refer to those affected by secondary/tertiary displacement. Therefore, as long as an individual is affected by displacement (whatever the cause - military offensive, clan conflict, eviction, natural disaster) within the project period, they will fall under objective 1.</li> <li>• The CRC also recommended that the text for objective 1 stay unchanged, but the footnote qualifying it was changed to read: <i>“Newly displaced denotes any person that is displaced during the time of the project period, irrespective of whether they are being displaced for the first time or, whether they were in an existing displacement situation at the time they were affected. This includes, but is not limited to, displacement due to military offensives, inter-clan conflicts, forced evictions and/or natural disasters.”</i></li> <li>• The Strategic Response Plan(SRP) was briefly discussed and it was noted that the agreed baseline for the year 2014/2015 is approximately 279,000 with a target of approximately 252,000 people for Objective 1 and an estimated baseline of 937,000 people in need for objective 2.</li> <li>• The number of people in need for the year 2014/2015 has changed from 1.1million IDPs to approximately 930,010 people in need. The estimated 170,000 people have been resettled in the last five years.</li> <li>• Mapping on yearly cluster trends to be initiated and organizational focal points to be contacted for production of up-to-date maps.</li> </ul>	<p>Regional focal points to be contacted for production of up-to-date maps. Map to be shared with the SSSWG by next working group.</p>
<p><b>5. Presentation of training/Workshop</b></p> <ul style="list-style-type: none"> <li>• The Housing, Land &amp; property (HLP), Shelter typology and mapping infrastructure modules will be included in all the trainings/workshops for Shelter Cluster partners which will take place tentatively in the last two weeks of January 2015.</li> <li>• Target groups for the workshops will be coordination and technical groups of people. The coordination group will have more monitoring and evaluation than localized solutions, while the technical group will have more localized solutions/materials than Monitoring and evaluation.</li> </ul>	<p>Tentative agenda of the workshop to be sent out to partners. Shelter Cluster to circulate.</p>

**6. AOB**

- Updates on emergencies in shelter – ARDI briefly presented information from the field.
- Members suggested Production of a monthly stock totals per region to help in determining underfunded and under stocked regions.
- REACH to produce stock totals and send all documents to WG.

ARDI to contact the SCA with more field data which will eventually be shared with the WG.

ARDI to share the information with Shelter cluster.