

MEETING NOTES

- *Emergency Shelter/NFI Cluster WG Meeting*
- *Venue: UNHCR Office (16 Lavrska Str.)*
- *Date: August 10th, 2015*

Emergency Shelter/NFI Cluster Working Group meeting

Agenda

1. Introduction, presentation of participants; 5 min – Igor
2. Review of the previous meeting decisions, 5 min – Kate
3. Update on recent statistics, 5 min – Katya
4. Update on Who is doing what where, assessments, meetings plan by end 2015 and other information management related issues, 10 min – Andrii & all participants
5. Cash for rent recommendations, final release, 5 min - Igor & Kate
6. Collective Centers assessment update, 5 min - Andrii & Boris
7. Preliminary findings of shelter assessment of non-displaced population along the contact line in Luhansk region, 10 min - Igor
8. Update on decentralization of coordination (winterization preparations in Northern Donbas), 10 min – Kate
9. Updates from Participants (Shelter, NFI, Cash), 35 min
10. AOB, 5 min

ACTION POINTS

ACTION POINT	BY WHOM	BY WHEN
Mapping IDP registration over time	Cluster team	ASAP
Sub-National Cluster to update its meeting dates/time/details at HR.info	Sub-national Cluster team	By next meeting
Cluster team to publish and disseminate final endorsed Cash for rent recommendations	Cluster team	Immediately
To hold a dedicated meeting with interested parties on technicalities of cash for rent implementation	Parties concerned	ASAP
Incorporate partners' feedback on presentation of frontline shelter assessment findings	Cluster team	Before release
Share preliminary results of frontline shelter assessment findings as Power Point Presentation with partners	Cluster team	By end of week
Upon list of settlements in Northern Donbas area establish types of fuel supply used	Sub-National Cluster team	Along with winterization exercise

Agenda item 1. Introduction, presentation of participants

Dasha Zhagina, new Sub-National Cluster Assistant working with Kate Holland, has been introduced to all participants.

Agenda item 2. Review of the previous meeting decisions

- 3W – separate agenda item
- Request for update of warehousing tool to be sent to Cluster partners latest end of this day;
- Cash for rent recommendations to be discussed as a separate agenda item.

Pending issues:

- Mapping IPD registration over time

Agenda item 3. Update on recent statistics

Regular maps of displacement registration by MoSP have been presented. As usual all of them available at Shelter Cluster web-page [HERE](#).

In general, currently Odesa and Poltava host more than 25,000 registered IDPs, while Vinnytsia, Cherkasy, Kirovohrad and Sumy are over 10,000.

The trend of regional maps remain the same.

Agenda item 4. Update on Who is doing what where, assessments, meetings plan by end 2015 and other information management related issues

On 3W the deadline for reporting is 10th August, the day Cluster meeting takes place. Some have already reported and the Cluster encourages to report those who didn't yet. So far, there are two main channels to communicate information: online form ([HERE](#)) and Excel based file ([HERE](#)). Should partners have questions, Cluster team is always available to answer to all of them.

National Cluster meeting info was updated at HR.info till the end of September. There are plans to finalize it by end of year. Sub-national Cluster will upload its meeting information to the web-site as well.

All the agencies were reminded on the need to share assessments, either completed, on-going or planned to coordinate them. The Cluster currently updates assessment registry and would encourage all partners to share this information. Moreover, last week and email (reminder) was sent on this with a link to IASC Operational Guidelines on coordinated assessments in English and Russian languages.

ACTION POINTS:

- Sub-National Cluster to update its meeting dates/time/details at HR.info.

Agenda item 5. Cash for rent recommendations, final release

Several weeks ago the text of the Cash for Rent recommendation was prepared by TWIG on monetization of shelter/NFI assistance under Shelter Cluster. After presentation to the Cluster at the last meeting, this feedback and comments received via email were consolidated and added

and as a result two more sections were elaborated: conditionalities and exit strategy. Both were presented at the Cluster meeting.

The Cash for rent recommendations were endorsed by Cluster partners.

At the same time need to work closely on technicalities of implementation was expressed, especially with regard to standardization of identification questionnaire, questionnaire for verification visit and post-distribution monitoring as well as on agreement with owner and beneficiary. As for the last it was decided to look into experience of Lebanon where tripartite agreement was used and explore feasibility of using the same templates (in form of tripartite agreement, letter of intent or guarantee letter) adapted to Ukrainian context and legal system.

ADRA reported problems with monitoring and visits to owners that were experienced last year.

ACTION POINTS:

- Cluster team to publish and disseminate final endorsed Cash for rent recommendations
- To hold a dedicated meeting with interested parties on technicalities of cash for rent implementation.

Agenda item 6. Collective Centers assessment update

UNHCR and Shelter Cluster started the update of Collective Center masterlist, making verification calls to establish the first baseline. For this purpose there was a database developed along with questionnaire to meet information management needs in this regard. The questionnaire was briefly presented at the Cluster meeting. It is based on Kobo online data collection toolbox and allows to make data entries online and offline in English and Russian.

Database stores all the entries made to date (even if one Collective Center at some stage is assessed several times) and generates a list of unique Collective Centers taking only the most recent data if the Collective Center has been assessed multiple times.

The Cluster is eager to share the management of the system with partners and for this purpose bilateral negotiations could take place. This would be a mutually beneficial process to all participants: each agency will be able to update information that has been collected and benefit from updates from other organizations. The data in the database might be of sensitive character and for this purpose agency that is granted access to it would need to designate a focal point that would have access to data and sign a disclaimer not to share it further.

Agenda item 7. Preliminary findings of shelter assessment of non-displaced population along the contact line in Luhansk region

Along with Shelter assessment conducted by REACH in Government controlled area in five most affected regions REACH with support of NRC have conducted a pilot assessment of non-displaced population living along the contact line. Sample questionnaire was drafted for this purpose and assessment took place in four villages along the contact line in Luhansk region.

Brief results as well as questionnaire were presented at the meeting and presentation to be shared with partners after several comments made at the presentation are incorporated.

ACTION POINTS:

- Incorporate partners' feedback on presentation.
- Share preliminary results as Power Point Presentation with partners.

Agenda item 8. Update on decentralization of coordination (winterization preparations in Northern Donbas)

Monthly coordination meeting in Sloviansk is now taking place on regular basis. Second winterization meeting took place just recently. There is continuous engagement from local organizations. Longer term solutions are discussed currently by many partners as well as winterization.

During winterization meeting: plans were discussed, predominantly with INGOs and HCR, if anyone else is having plans, please communicate with the Cluster. To develop a strategy for targeting and standardization of activities. Mapping of grass roots organizations and volunteers and include them into planning.

Standardization of items: there are a few INGOs with new funding, predominant modality of assistance communicated so far is cash, while others opt for in-kind NFIs. There is gap in knowledge in terms what beneficiaries need.

Fuel and stoves: the feedback from partners is that it is currently localized by area, that's why esp. on frontline, when fuel type changes village by village. Many partners are eager to monitor fuel prices.

ACTION POINTS:

- Upon list of settlements in Northern Donbas area establish types of fuel supply used.

Agenda item 9. Updates from Participants

UNHCR: Supply of construction materials to partners is on-going, in GCA reached 15% of planned quantities. While in NGCA – 0%. Timber is still the bottleneck, second tender for timber supply has been launched, but there is obviously observed limited capacity at a market.
As for NFIs: regular distributions – there is finally a winterization plan, in parallel of what Cluster is doing. HCR FOs are having bi-lateral meetings with partners to see supplies available.

Save Ukraine: update on evacuations: in July there were 216 persons evacuated, half were done by DonbasSOS (hotline referral), in June - 135 persons, in May - 52 persons.
On CCs: for some reason people are not interested in short term solutions, when offered accommodation in remote areas, they are not choosing this option.

IOM: Cash grants distributions are completed for 3,000 HHs (grant amount is 1,000 UAH). Approval from donor was received for 2,000 UAH grant amount to start mid-September-October.
Identification of beneficiaries will start this Wednesday for cash for rent program.

NRC: continuing NFI and shelter assessment in Popasne and Novoaidarskii district.

ADRA: 1846 HHs have so far received cash transfers and should get to around 3000 HHs. We do not have a final number as it depends on the remaining budget. Two CCs are supported – Kyiv/Dnipropetrovsk till end of December. HCR: HHs in database identified for assistance. Some are doing works, some only construction materials.

NEXT MEETING TO BE HELD ON MONDAY, 31 AUGUST 2015.

3W	Who is doing What Where?
4W	Who is doing What Where and When?
ADRA	Adventist Development and Relief Agency
AOB	any other business
IDP	internally displaced person
IRCR	International Committee of Red Cross
NFI	Non-food item
NRC	Norway Refugee Council
SES	State Emergency Service of Ukraine
UNDP	United Nations Development Programme
UNFPA	United Nations Population Fund
UNHCR	United Nations High Commissioner for Refugees
WFP	World Food Programme
WHO	World Health Organization
WJR	World Jewish Relief
PDM	Post distribution monitoring
HH	Household
NGCA	Non-Government controlled area

Drafted by Andrii Mazurenko
Kyiv