

# MEETING NOTES

- *Emergency Shelter/NFI Cluster WG Meeting*
- *Venue: UNHCR Office (16 Lavrska Str.)*
- *Date: September 28<sup>th</sup>, 2015*

## Emergency Shelter/NFI Cluster Working Group meeting

### Agenda

1. Introduction, presentation of participants; 5 min – Kate
2. Review of the previous meeting decisions, 5 min – Andrii
3. Update on recent statistics, 5 min – Katya & Andrii
4. Update on Who is doing what where for September 2015, 5 min – Andrii & all participants
5. Update from Sub-national Cluster (winterization planning), 10 min - Kate
6. Secondary data review for HNO presentation, 5 min – Andrii, Kate
7. Humanitarian Needs Overview outline discussion, 20 min – Kate, all partners
8. Operations in NGCA: different scenarios and way forward, 10 min – Kate
9. Presentation on cash for rent from Ukrainian Frontiers, 5 min (subject to confirmation)
10. Updates from Participants (Shelter, NFI, Cash), 25 min
11. AOB, 5 min

### ACTION POINTS

ACTION POINT	BY WHOM	BY WHEN
All to update latest 3W if not already done	All partners	30 <sup>th</sup> September
All partners to share any additional assessments or datasets to support HNO + planned assessments	All partners	2 <sup>nd</sup> October
Cluster to share, and all to complete, planning matrix for winterisation (priority communities, locations, activities) to inform planning GCA frontline + redirection NGCA	Shelter Cluster / All partners	30 <sup>th</sup> September / ASAP
Cluster to share an assessment registry for the sector, linking to published documents.	Shelter Cluster	2 <sup>nd</sup> October
Cluster to share suggested indicators for future assessments	Shelter Cluster	9 <sup>th</sup> October
Cluster to share next HNO draft for all partner comment and feedback ahead of finalisation	Shelter Cluster	Next meeting
Ukrainian Frontiers to share presentation on cash for rent to be circulated by the Cluster	Ukrainian Frontiers / SC	Next meeting
TWiG on heavy damages meeting to be organised by email with interested partners	Shelter Cluster	9 <sup>th</sup> October

## **Agenda item 1. Introduction, presentation of participants**

All the participants briefly presented themselves.

## **Agenda item 2. Review of the previous meeting decisions**

Meeting calendar will be updated by end of today. REACH Assessment report has been published in soft copy. Hard copy reports will be delivered this week; agencies can request additional copies by email. Some assessments and PDMs have been shared – Cluster reiterated request for any further information. Discussion on Technical Working Group for heavy repair moved to AOB. Information on winter shelter interventions will be collected through winterisation planning updates. All partners received request for individual update to 3W information – if missing, please request from the Cluster.

## **Agenda item 3. Update on recent statistics**

Maps will be shared with the minutes, and all can be found [HERE](#). Source of data for analysis: reported by MoSP registered IPDs.

## **Agenda item 4. Update on Who is doing what where for September 2015**

Agencies have been requested individually for updates to 3W, and most have replied. Those who have not, or who have not received a request, should contact Andrii [im.ukraine@sheltercluster.org](mailto:im.ukraine@sheltercluster.org). 3W matrix was briefly presented.

### **ACTION POINT:**

- Partners to update latest 3W if not already done

## **Agenda item 5. Update from Sub-national Cluster (winterization planning)**

Damage and repair mapping of damaged shelters and humanitarian assistance continues. Sub-National Cluster will follow up bilaterally with the partners conducting shelter repair. Ongoing effort to gather as much data as possible from partners and local authorities on damages.

Focus on winterisation planning (in coordination meeting in Severodonetsk on 24<sup>th</sup> September, and to come in Sloviansk on 30<sup>th</sup> September). A planning matrix of location (down to village level for frontline) and activity will be circulated among actors for update this week, also identifying priority locations in frontline areas. After request from IMC, active in southern Donetsk, the tool will be enhanced and circulated to all partners planning winter activities for their update, not just covering Northern Donbas.

### **ACTION POINT:**

- Partners to contribute to winterisation planning matrix when circulated

## **Agenda item 6. Secondary data review for HNO presentation**

Secondary data review has been taking place as part of the 2016 planning process, partners requested to share any information not currently included in HNO list of assessments circulated. Local authority information on damages has been difficult to compile and will need verification from partners. NGCA information will rely on reports from partners and limited information available from de facto

authorities. Data review will allow all to see which areas are covered by assessments, and where information gaps exist to prioritise future assessments.

Partners planning future assessments would also like access to existing assessment information in one place. Cluster will consolidate a registry and share. It was also suggested by the Cluster to ensure standardised indicators where possible in future assessments, to enable comparison over time. Partners are open to using this – Save the Children requested suggested indicators to be shared ASAP, as they are currently planning assessments.

#### ACTION POINTS:

- All partners to share any additional assessments or datasets to support HNO process, and planned assessments for coming months / next year
- Cluster to share an assessment registry for the sector, linking to published documents.
- Cluster to share suggested indicators for future assessments

#### **Agenda item 7. Humanitarian Needs Overview outline discussion**

First draft matrix for Humanitarian Needs Overview was circulated to partners for comment Thursday 24<sup>th</sup> November, and presented in the meeting for feedback and suggestions. The HNO summarises humanitarian need in Ukraine; the next stage of the planning process – the Humanitarian Response Plan, to be started mid-October, defines a response and activities.

Suggestions, to be included: heavily damaged buildings on frontline, market functionality in ‘grey zone’, hosting families in GCA, and to note the accessibility needs of PwD. Next draft will be shared with partners for comment prior to finalisation, and partner feedback

#### ACTION POINT:

- Cluster to share next HNO draft for all partner comment and feedback ahead of finalisation

#### **Agenda item 8. Operations in NGCA: different scenarios and way forward**

Given current lack of access to NGCA, there are two main concerns: 1) lack of ability to deliver lifesaving assistance to NGCA; 2) implication on GCA coverage if regular and winterisation assistance is shifted to other side of frontline.

Possibility of a sliding scale of assistance being reoriented to GCA over time discussed, but depends on how quickly funding needs to be spent. Timeline for decision on alternative ways of operating / moving assistance to GCA will be made in near future by INGOs. Flexibility of funding to shift to other activities depends on donor – likely not to be very flexible for many. End of year brings end of funding for most; DFID Consortium runs to 31<sup>st</sup> March so might have more time flexibility. Partners in Luhansk NGCA have been informed there will be reapplication possible mid-December.

NRC are holding a strategic meeting this week to explore options (alternative mechanisms for implementation, redirecting to GCA); will share with Cluster and partners once decision is made. If will shift to GCA, then prefer Luhansk GCA, but will look to move to wherever gaps and highest needs are identified. Save the Children are conducting contingency planning in 3 scenarios: to work through local partners, using implementing partners, shifting assistance to GCA.

Concern raised about using local partners, of too much strain on capacity, and also of visibility to local authorities (and therefore security concerns for partners) if many NGOs use the same

organisations. Capacity issue of LNGOs is already present in GCA. Mapping of local partners suggested – to be followed up by partners with NGO Forum.

Redirection of assistance: if this happens, then it needs to be efficient and coordinated. Shelter Cluster requested to provide guidance ASAP on coverage and gaps in assistance, to inform partners' planning. Assistance would be in-kind winterisation, and possibly some regular shelter repair.

**ACTION POINT:**

- As above for winterisation planning – Shelter Cluster to circulate ASAP a matrix reflecting priority communities (with input from partners), and planned activities by location, for winterisation activities. Ideally to include regular shelter repair also.

**Agenda item 9. Presentation on cash for rent from Ukrainian Frontiers**

PPT presented by Ukrainian Frontiers is in attachment to these minutes.

**ACTION POINT:**

- Ukrainian Frontiers to share presentation on cash for rent to be circulated by the Cluster

**Agenda item 10. Updates from Participants (Shelter, NFI, Cash)**

Due to time constraints, no specific updates were given.

**Agenda item 11. AOB**

- Technical Working Group on heavily damaged shelter: will likely take place early/mid-October, with technical focal points from interested NGOs who are looking into this assistance (NRC, DRC, ADRA, Luxembourg Red Cross). Location (field-based) and date to be decided by email. IMC requested to be included. If other partners are interested, please email Andrii [im.ukraine@sheltercluster.org](mailto:im.ukraine@sheltercluster.org)

**ACTION POINT:**

- Meeting to be organised by email with interested partners, for early/mid-October in the field

**NEXT MEETING TO BE HELD ON MONDAY, 12 OCTOBER 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
ICRC	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 Kate Holland  
Kyiv