



Emergency Shelter/NFI Cluster Meeting

28 March 2016

11:00-13:30

UNHCR Office (16, Lavrska St., Kyiv)

28 березня 2016 року

11:00-13:30

Офіс УВКБ ООН (вул. Лаврська, 16)

Agenda of the meeting

1. Introduction, presentation of participants, 5 min – Igor
2. Review of the previous meeting decisions, 5 min – Andrii
3. Update on recent Cluster Factsheet, 5W, Kobo training, 5 min – Andrii
4. Review of external evaluation recommendations, 5 min – Igor
5. Review of cash for rent PDM, 5 min – Igor; IOM
6. Overview of presentation on scoping mission, 10 min – REACH
7. Review of recommendations on heavy repairs, 10 min – Igor, Renee
8. Update on HLP, 5 min – Igor, Renee
9. Update from Sub-National (damage database overview etc.), 10 min – Renee
10. Updates from Participants, 20 min
11. AOB, 5 min

ACTION POINTS

ACTION POINT	BY WHOM	BY WHEN
CC to meet agencies that plan village assessments to explore if there are overlaps in terms of assessments	Cluster Coordinator	Before the next Cluster meeting
Share link to the online dashboard that visualizes Who is doing What, Where and When in English and Ukrainian with partners	Shelter Cluster team	DONE
Share Ukrainian translation of the External evaluation report by the end of the week (01 April 2016)	Shelter Cluster team	1 st April 2016 COB
Send CCPM questionnaire with partners when translation into Ukrainian/Russian is complete. Share Cash for rent PDM with DRC and REACH to review by Thursday, 31 March 2016	Shelter Cluster team	Once ready
Share Survey of Surveys online questionnaire with partners and a link to the visualization of mapping results as soon as finalized	REACH	Once available
REACH to communicate dates for first advisory group meeting.	REACH	Once available
Final draft of heavy repairs recommendations to be circulated among partners by the end of the week (1st April 2016) for feedback and comments before its finalization	Shelter Cluster team	1 st April 2016 COB
Address the issue of different approaches across Ukraine depending on area, office and organization	Cluster Coordinator	1 st April 2016 COB



with UNHCR BoQs to ensure same quality of assistance delivered regardless of area		
Shelter Cluster to discuss with Food Cluster and funding agencies on food for work modality (to be discussed at Inter-Cluster)	Cluster Coordinator	Inter-Cluster meeting, 29 march 2016
Share meeting minutes of HLP WG meeting with Cluster partners as soon as available	Shelter Cluster team	Once available
Partners to provide feedback on draft MoU with Donetsk regional administration within a week that shall be shared with meeting minutes (1 st April 2016)	Cluster partners	1 st April 2016 COB
DRC to share results of work done with regard to light and medium repairs post distribution monitoring to develop standard tool for Cluster partners	DRC	ASAP



Present: IOM, Crimean Diaspora, Dorkas, DRC, ER Cluster, HIA, group of IDPs, IMC, MC, NGO Active Citizen Position, NRC, OCHA, PIN, REACH, Save Ukraine, SCI, Shelter Cluster, Stabilization Support Services, TdH

Agenda item 1. Introduction, presentation of participants

All participants briefly introduced themselves, attendance sheet was circulated (See Annex 1 to the meeting notes).

Agenda item 2. Review of the previous meeting decisions

Pending items from previous meeting:

- CC to meet agencies that plan village assessments to explore if there are overlaps in terms of assessments

Agenda item 3. Update on recent Cluster Factsheet, 5W, Kobo training

- February Factsheet has been released in Ukrainian, Russian and English. Inputs for March are much appreciated by partners.
- Kobo training took place last week (23 March 2016) and additional trainings can be offered per requests of the partners Online visualization of the Who is doing What, Where and When was prepared by the Shelter Cluster team to provide faster feedback on received inputs and enhance data sharing among partners. All maps and charts are interactive and clicking on agency (activity, geographic location) provides more details about particular agency, activities, achievements, within a specific timeframe. Also, web-page allows to save PDF from the featured statistics. Link will be shared with meeting notes for partners to see 5W inputs visualized.

ACTION POINTS:

- Share link to the online dashboard that visualizes Who is doing What, Where and When in English and Ukrainian with partners.

Agenda item 4. Review of external evaluation recommendations

External evaluation report has been finally released and is available in English at sheltercluster.org. Translation into Ukrainian will be ready by the end of the week and will be shared upon publication.

Several last weeks, there was a mission on Humanitarian Architecture Review from Geneva to see how better the Cluster system can meet the coordination needs on the ground. Final report not yet released and will be shared upon release.

Shelter Cluster will focus more on spending more time in NGCA , working closer with partners, while maintaining the pre-existing sub-national coordination structures from Kramatorsk and Severodonetsk on GCA side. Kyiv presence will stay with monthly meetings as before.



Also, there is a mandatory exercise that needs to be completed soon – Cluster Coordination Performance Monitoring (CCPM). There is a questionnaire that will be shared in the nearest time and that provides an overview of Cluster services.

ACTION POINTS:

- Share Ukrainian translation of the External evaluation report by the end of the week (01 April 2016).
- Send CCPM questionnaire with partners when translation into Ukrainian/Russian is complete.

Agenda item 5. Review of cash for rent PDM

At the last meeting, all partners have agreed to review questionnaire for Cash for Rent post distribution monitoring, so that common questionnaire is adopted at Cluster level. IOM questionnaire was reviewed in detail together with Cluster and was presented at the meeting. During review special attention was paid to compatibility and comparability of data with other sources (REACH Shelter Assessment from 2015 etc.) and trying to incorporate lessons learnt from project implementation. IOM would appreciate further coordination with other partners implementing cash for rent programs.

- Share Cash for rent PDM with DRC and REACH to review by Thursday, 31 March 2016.

Agenda item 6. Overview of presentation on scoping mission

REACH has presented its mission in Ukraine during the last Cluster meeting ([see meeting minutes for more details](#)). REACH will work towards reinforcing existing coordination structures (Inter-Cluster system). Last year, the Agency has conducted two assessments which were focusing primarily on the Shelter and WASH sectors.

The plan is to develop inter-cluster depository of all Cluster information that will pull together all relevant information.

REACH has started its work in Ukraine a month ago, meeting partners and Clusters over this time: introducing its activities and support. The scoping mission is now over (over 40 meetings conducted). Many agencies conduct a lot of PDMs and numerous assessments. However, the gap is that results are not always shared and indicators are not formally standardized (therefore, not really comparable). Consequently, Donetsk and Luhansk GCA from Early Recovery perspective as well as NGCA need more substantial situation analysis.

Survey of Surveys online system was presented:

- Partners fill out a simple form to report work done/in process/planned in terms of data collection;
- Live visualization of submissions will be done immediately, so that all are aware of work done by others.
- Assessments recorded on system should not only take account of assessments in traditional “humanitarian areas” but also of assessments in southern and western parts



of Ukraine as this is important data for informing intentions and humanitarian planning.

Given REACH has funding to conduct assessments and provide Inter-Cluster support, an advisory group is planned to be created to guide the direction of future assessments and activities. Clusters and interested partners shall be invited for the initial meeting (mid-April 2016).

ACTION POINTS:

- Share Survey of Surveys online questionnaire with partners and a link to the visualization of mapping results as soon as finalized.
- REACH to communicate dates for first advisory group meeting.

Agenda item 7. Review of recommendations on heavy repairs

First draft of the recommendations is ready for the initial presentation (today) and two copies of the consolidated document were circulated at the meeting.

The following subjects on technical and operation considerations were covered by the presentation:

- Response to date (only 2% of shelter response (1% heavy repairs and 1% reconstruction) is addressing durable shelter solutions);
- Differences between different activities (acute, light, medium, heavy and reconstruction);
- Multiple layers of assistance and complementarity of programming (a house who received window repairs may still be eligible for heavy repairs work for example);
- Closed vs. Open design: what to consider when designing intervention;
- Typical housing in Ukraine overview;
- Technical considerations, minimum standards and indicative cost;
- Annexes overview.

Delay in signing partnership agreements with UNHCR has been mentioned and discussed.

Question was raised about discussions on cash/food for work use in NGCA. Partners had heard that this initiative was being led by WFP and UNHCR.

ACTION POINTS:

- Final draft of heavy repairs recommendations to be circulated among partners by the end of the week (1st April 2016) for feedback and comments before its finalization;
- Address the issue of different approaches across Ukraine depending on area, office and organization with UNHCR BoQs to ensure same quality of assistance delivered regardless of area.
- Shelter Cluster to discuss with Food Cluster and funding agencies on food for work modality (to be discussed at Inter-Cluster) and its practical application in Ukraine

Agenda item 8. Update on HLP



Last week (22 March 2016) there was a meeting of Housing, Land and Property WG in Kramatorsk, where lawyers working on legal aspects and shelter experts (engineers) in the field have discussed were able to sit in the same room to discuss joint areas of concern with respect to shelter construction and legal challenges for beneficiaries of these programs..

5% affected population have no documentation, 21% use land of relatives but do not own, which means that approximately 25% affected population along the contact line is likely to have HLP issues as experience shows. The HLP working group will make more robust data collection to enhance advocacy and formalize documentation of cases.

As practice shows, close cooperation between lawyers and shelter staff within the same organization is needed and legal support to shelter programming is something required.

ACTION POINT:

- Share meeting minutes of HLP WG meeting with Cluster partners as soon as available.

Agenda item 9. Update from Sub-National (damage database overview etc.)

With regard to damage information update (list of addresses shared by regional administrations of Luhansk and Donetsk GCA), so far three partners have provided information on 1,183 repairs.

Upon request from regional authorities, additional column will be added to track individual apartments within the multistory buildings. Partners are also recommended to begin looking for the following information in assessments:

- Location of homeowner, recently returned, and presence of demining and to indicate not only whether works
- Ongoing, planned or finished but also whether works were not completed (can inform future interventions).
- Presentation shared with meeting minutes.

Draft MoU with Donetsk regional administration has been presented briefly at the meeting. This document sets the ground for cooperation between Shelter Cluster and regional authorities. Feedback is much appreciated. See MoU attached as annex.

Winterization activities are concluding, and partners have requested to start planning of activities earlier to avoid procurement challenges.

First meeting on collective centres was held in early March, which was a first step to discussing possible closure and how to plan for integration of residents. The meeting was attended by the Donetsk Regional Administration, Shelter Cluster, partners, and residents of the centre.

ACTION POINT:

- Partners to provide feedback on draft MoU with Donetsk regional administration within a week that shall be shared with meeting minutes (1st April 2016)



Agenda item 10. Updates from Participants

IOM	IOM completing Cash for rent in Kharkiv and with PCPM in Donetsk and Luhansk GCA regions.
NRC	In process of finalizing project agreements with different donors.
HIA	Providing coal, NFI and other items in Zaporizhzhia, Dnipropetrovsk and Kharkiv regions.
Save Ukraine	Food and Non Food items are provided. There is a project in Khmelnytsky region on reconstruction of the house for foster family with 8 children that left NGCA.
Dorkas	NFI and cash for rent are in process in Zaporizhzhia, Dnipropetrovsk etc. Also, some work done in NGCA. Coal and firewood distributed in GCA and NGCA.
IMC	GCA – finishing rehabilitation of primary health care facilities. NGCA – coal for 255 HHs distributed. 200 HHs have received shelter kits. Winterization kits are in process of delivery. 29 shelter rehabilitations are in process.
Mercy Corps	Absorption capacity is limited with partners. ICRC starts food program in May to cover every house in the frontline. NGCA – day by day, new NGCA Luhansk Humanitarian Coordinator is active. New accreditation submission was made. MC would suggest for REACH to meet mayors and heads of village councils (GCA) along the contact line as there is permanent communication on the situation with NGCA.
PIN	NFI in NGCA are ongoing (DFID consortium). Half of coal distributions are over, NFI distributed in Donetsk NGCA (end of April should be over) Half of personal NFIs and bedding sets were sent to Luhansk. Large amount from SCI was received and is currently distributed to multistory buildings and institutions. Plastic windows are being distributed. 1,300 HH multipurpose cash grants related to shelter. PPA is not yet signed with UNHCR.
TdH	2,500 cash grants were delivered in Luhansk GCA. 800 NFI sets distributed. Beginning of April, 2,200 cash grants for winterization is still awaited.
Crimea Diaspora	Agency continues working on obtaining land plots for IDPs in Kyiv city and region to build new houses.
ER	UNDP Early Recovery staff moves to Kramatorsk. CCPM is also in process. Based on feedback, there may be a transition to Kramatorsk and Sievierodonetsk. ER is focusing on the Eastern regions.
DRC	GCA – Mariupol to Marinka, currently team is focusing on multipurpose cash grants. PDM for light and medium repairs is in process. HLP is something to continue working on between legal programs and shelter. At present DRC is relying on UNHCR for shelter funding. Implementation capacity depends directly on timely signing and procurement. Also due to funding constraints new constructions have been removed from the proposal and heavy repairs have been decreased which causes concern over DRC's strategy to focus more on heavy repairs and new constructions in 2016. In the event that more



funding is available down the line, timing may be an issue as funds have to be disbursed by 31.12.2016.

People from Marinka have reported that their houses were occupied by armed forces - DRC is defining the best approach to answer these cases. DRC is looking for a PM for Shelter.

SCI No authorization from Luhansk and Donetsk NGCA to work there. NFI kits are in process of distribution in Mariinka.

Stabilization Support Services (Global Medic) Shelter for homeless people in Kyiv, Kharkiv and Odesa. Liaison officers project with DFID. Blast film was last week distributed in Mariupol.

ACTION POINTS:

- DRC to share results of work done with regard to light and medium repairs post distribution monitoring to develop standard tool for Cluster partners.

Agenda item 11. AOB

Nothing discussed.

END

Drafted by Andrii Mazurenko
Kyiv, 28 March 2016

List of Annexes:

1. Attendance sheet
2. Draft MoU with Donetsk regional administration
3. Presentation on Damage Database
4. Presentation on heavy repairs recommendations