



Shelter/NFI Cluster Meeting

30th January 2017
10:30 – 12:00
UNHCR Office
(16, Lavrska Street)

Agenda:

1. Introduction, presentation of participants, 5 min – Igor
2. Review of the previous meeting decisions, 5 min – Kostya
3. Update on recent 5W, Factsheet, 5 min – Kostya
4. Cluster annual report preview of findings- 15 min Igor, 5 minutes discussion
5. Subnational Winterization Updates and Damage Database - 10 min, Renee
6. TWIG Updates HLP and Permanent housing- 5 min Igor
7. Presentation of Guidance on Monetization – 10 хв., Рене
8. Collective Centre Profiling Next Steps- Kostya, Igor, Renee 5 min
9. Updates from Participants, 15 min
10. AOB, 5 min

ACTION POINTS

ACTION POINT	BY WHOM	BY WHEN
Shelter Cluster to update Collective Centres Database	Cluster Coordinator	Ongoing at national and subnational levels with involvement of protection cluster
To update Admin 4 names because of the rename of cities and villages in 5W	Cluster Coordinator	As soon as update list of cities and villages will be received with proper shape files
To promote the development of social subsidy' brochures for the area of conflict	Subnational Coordinator and Team	TBD

Present: Shelter Cluster, UNHCR, IOM, WJR, PIN, ADRA, Save Ukraine, NGO "Dopomoga", Ukr Red Crosss, Dorcas, OCHA, R2P,

Agenda item 1. Introduction, presentation of participants

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

Agenda item 2. Review of the previous meeting decisions

The last national cluster meeting was on the 5th December 2016 and agenda items were followed up accordingly.

ACTION POINT	BY WHOM	BY WHEN
Shelter Cluster to update Collective Centers Database	Shelter Cluster	Ongoing
To update Admin 4 names because of the rename of cities and villages in 5W	Shelter Cluster	Ongoing
To promote the development of social subsidy' brochures for the area of conflict	Subnational Coordinator and Team	Ongoing
Shelter Cluster to follow up on status of partnership with Donetsk regional authorities with Cluster lead agency	Cluster Coordinator	Ongoing

Agenda item 3. Update on recent 5W, Factsheet

The general factsheet has made for November-December 2016. The Factsheet is available on the Shelter Cluster website in [English](#), [Ukrainian](#), and [Russian](#). It includes information on:

- Assistance with winterization
- Training by NRC on "Securing Tenure in Shelter Operations"
- Discussions about Social Housing with Cluster partners and local authorities

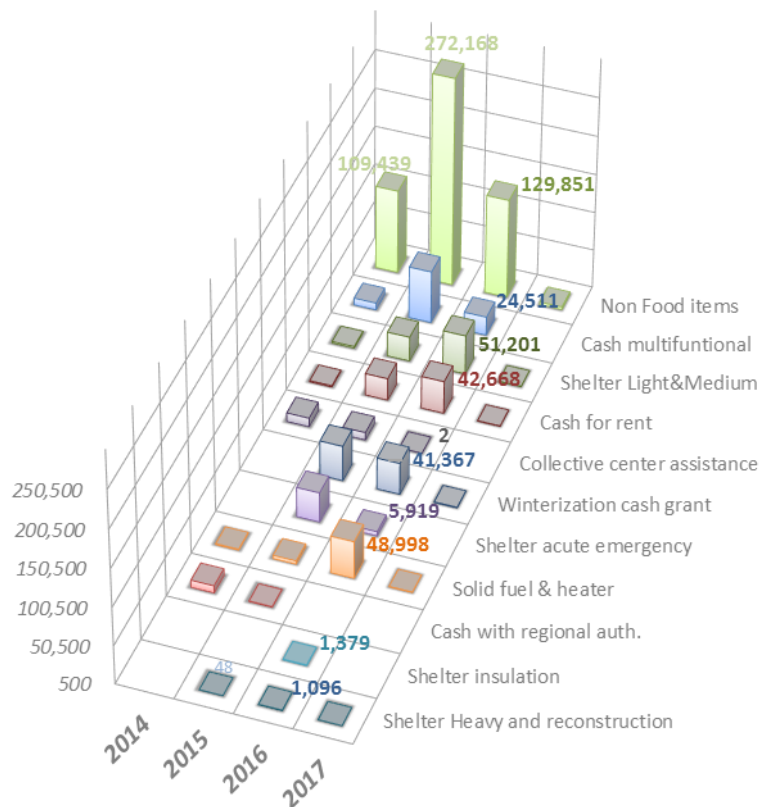
Shelter Cluster updated the 5W database for final reporting from December Shelter Cluster coordinator informed partners that the cluster team would be changing some of the activities and the template for easier use by partners and to better align with the indicators found in the Humanitarian Response Plan. For better coordination on the field and update of information, the Cluster can extract any information from the 5W and provide it to partners upon request. Shelter Cluster Coordinator emphasized about the importance of timely reporting submissions to 5W as the information is useful for coordinating efforts. The Cluster also announced that it still needs to update new admin 4 level names in an upcoming 5W template. The cluster will then update all relevant cluster databases to guide you on these changes.

What	Status	Ways Forward
To update Admin 4 names because of the rename of cities and villages in 5W	Ongoing	Admin 4 names update has been postponed until the beginning of the next reporting year
To update 5W by the deadline given in email to be circulated by Kostya	Ongoing	Send to Shelter Cluster updates on current activities.

Agenda item 4. Cluster annual report preview of findings



As this was the first cluster meeting of 2017, it was a good time for the cluster to share with partners a first draft of the Cluster’s Annual report of activities for 2016. The annual review was prepared in order to look at accomplishment of activities and objectives while also reviewing it within the context of the second year of the Cluster’s response in Ukraine. During 2016, the Cluster delivered three main strategic objectives for 2016: 1) Emergency and live-saving assistance; 2) Transitional solutions; 3) Permanent Shelter Solutions



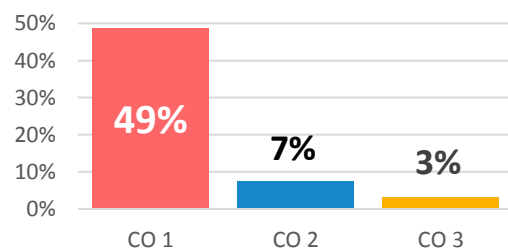
In 2016 partners has reported about various forms of assistance to 175.933 households (460.325 persons). Repairs were provided to 11.741 households (According to Cluster’s information about 10% of these cases are repeated assistance related to such cases as medium repairs after provision of acute emergency materials.

The graph depicts changes of activities already reported by partners for 2017. Non-food items are recorded as the largest in terms of beneficiaries in the number of households. The chart also illustrates a growing trend of monetization such as cash for rent or cash for winterization, and so on.

In addition, cluster coordinator emphasized, that the annual report includes activities, which began in 2015 and completed in 2016- known as “carry over.”. Carry-over is the largest for life-saving activities under cluster objective one. This is heavily linked with the implementation of winterization activities which may begin in September or October and may continue well into February or April depending on the severity of the winter.

The other two cluster objectives concerning transitional and permanent solutions do not have a significant amount of carry-over. Nevertheless, more activities implemented under cluster objective 3 have a longer life span and their carry-over may be noticeable in the 2016-2017 implementation period.

% of Carry Over per Cluster Objectives



Agenda item 5. Subnational Winterization Updates and Damage Database

Subnational coordinator made an overview of the current situation regarding projects on winterization assistance. An interactive dashboard regarding settlements and assistance provided by the partners

on government controlled areas of Ukraine was presented in December's national cluster meeting. Inputs provided to the cluster through the 5W reports from last month have now been added to the database. Partners can see the database by clicking on the following link <http://www.sheltercluster.org/GCAwinterization>.

As of the reports available for this cluster meeting:

- Personal Insulation (in cash and in kind) - 8376 households;
- Shelter Insulation - 1230 households;
- Community Facilities and Infrastructure - 471 households;
- Heating - 9952 households.

The Subnational Cluster Coordinator also briefed participants on the referral system. This year shelter repair referrals were the most significant emphasis of the system as compared to 2015 where the referral system was mainly concentrated on winterization assistance. In 2016, more than 60% cases were closed within a week. 8% of referrals took a longer time to close due to the necessity to brief local authorities and because of limited access by humanitarians to assess the need and provide assistance. The referral system is also an example of inter-cluster cooperation as 4% of referrals were referred to WASH Cluster and 2% to Cash Working Group.

The Cluster continues working with partners to update the Damage Database. It was suggested at subnational cluster meetings that a Kobo form could facilitate submissions to the Damage Database. Subnational Coordinator emphasized the fact that this database is the most detailed tool about assistance' activity (including information about building / apartment), though the Cluster is still having to make statistical conclusions about partner repairs and damages reported by authorities as not all fields in the database are filled in by partners.

What	Status	Ways Forward
Shelter Cluster to update the Winterization Coverage Map	Done	http://www.sheltercluster.org/GCAwinterization
Shelter Cluster to develop KoBo form for entering information about damage houses	ONGOING	Shelter Cluster to develop KoBo form for entering information about damage houses in English and Ukrainian- to be presented at next cluster meeting

6. TWIG Updates HLP and Permanent housing

Subnational Coordinator reported about the last meeting of the HLP TWIG. The goal of the meeting was to agree on the action plan for the next year. 4 key priorities were announced: trainings on social housing; more attention to compensation for lost / damaged housing; military occupation of houses, and social housing. The Subnational Coordinator briefly touched on the work of the Permanent Housing TWIG to look at case studies of social housing

What	Status	Ways Forward
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To share the HLP work plan with partners. To share the latest data on HRP related to Shelter Cluster	ONGOING	Will published on Cluster website
To work out key terms for "Long term accommodation"	DONE	Shelter Cluster included to the agenda the next TWIG meeting on "permanent housing"

Agenda item 7. Presentation of Guidance on Monetization

Cluster has developed new recommendations about monetization of assistance. The Guidelines began with a list of vocabulary developed from the Cash and Learning Partnership to clarify terms that seem to be confusing during program implementation.. For example, “unrestricted cash”, “unconditional cash” and “multipurpose cash” are not the same.. The Cluster also specified that terms such as cluster specific and multi-sector were more about the who does what and therefore political questions and did not so much influence the implementation of monetized shelter and NFI programming.. In addition, the the document summarized types of monetized Shelter and NFI programming implemented in Ukraine over the past year with a half. Other parts of the guidance included "how to select cases for assistance" with a guidance matrix of when and when not to monetize and if monetizing how to do the programs. Details were also provided on monitoring and evaluation of such programs as Cash for Rent and Cash for Repairs. The document concludes with some reminders about the importance of anti-corruption and anti-fraud. There had not been much feedback to the document, but partners had requested more information concerning taxation of cash assistance. The Shelter/NFI Cluster thinks that this question is better addressed by the Cash Working Group, and the cluster will liaise with this working group prior to final publication of the document. If partners have some reviews or recommendations to improve the document, please send them to the cluster team and we can use it in the final version of recommendations.

What	Status	Ways Forward
To finalize the Guidance on Monetization	ONGOING	Collect and process feedbacks from partners to include it into the final version

Agenda item 8. Collective Centre Profiling Next Steps



The last analysis of activities and statuses of collective centers was carried out more than 9 months ago, so the Cluster team thought it was important to again update the situation with respect to collective centres. The database now includes questions recommended by the Joint IDP Profiling Service (JIPS) and cluster partners. While previously this monitoring was conducted by

the Shelter Cluster Team, this latest round of monitoring will involve both Shelter Cluster and Protection Cluster partners. Shelter Cluster developed some recommendations for updating the database. A 4-pager includes the most important steps for execution. Each collective center was assigned an individual number to track information about collective center over time. Shelter Cluster is ready to share the existing database and prepare forms for entering the new information. It was also suggested to partners who will take part in updating of the database to coordinate with Shelter Cluster to prevent collection of the same information by different partners.

Agenda item 9. Updates from Participants

PIN	<p>Currently can work in LPR. Office in DPR now working not at full strength, but employees can now work within the office’s premises. They sent new request for work in the DPR. Authorities of DPR allowed distributing of food kits stored in warehouse (63,000). Nevertheless, access to building materials is still impossible so shelter activities are not ongoing. Money remaining from the project UNHCR 2016, was shifted to GCA, and it will be used for installation of windows to about 700 households in Marinka and Avdiivka. Right now, PIN is working on new 2017 PPA and plans to make structural repairs for 95 households. As a top up to winterization programming, PIN has purchased coal for 400 households, which will be distributed in Krasnohorivka and Marinka.</p>
UNHCR	<p>Assistance for winterization began at offices in Donetsk, Mariupol, Kharkiv. Generally currently delivered is about 18%. For 2017, UNHCR plans to have only two partners: NRC and PIN. Project Partnership Agreement (PPA)s are on the final stages of preparation.</p>
World Jewish Relief	<p>Implementing winterization assistance in Donetsk and Luhansk Oblasts through its implementing partner, Save Ukraine. Save Ukraine has delivered firewood and NFI to 148 households.</p>



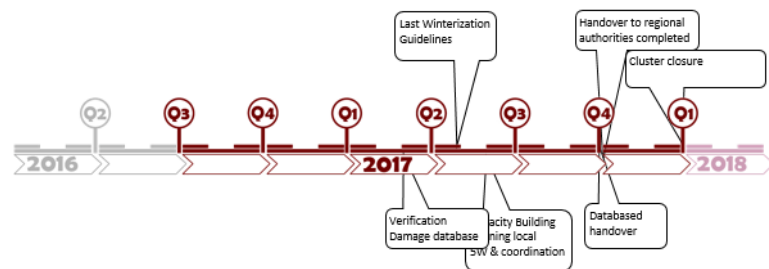
	In the Kiev oblast together with the Found "For You" – delivered winter clothing kits and non-food items. Together with ADRA – delivered NFI in Bakhmut and Stanytsia Luhanska. In total, there are 1370 households. Also, cash for rent – 1200 households.
Dorcas	Working close with Caritas. Delivering unrestricted cash to 2503 households (several tranches during last 4 months).
IOM	Assistance for winterization will start in NGCA. There is a program to deliver coal into DPR and procurement is ongoing. Cash assistance is being delivered along the contact line, and although maybe MPC could concern other actors who have done winterization assistance in these same locations.

Agenda item 10. AOB

Changing deadlines in the transition plan. Shelter Cluster was forced to revise the deadlines of transfer of coordination tools to local authorities. . At this moment there is no clear understanding of who should receive the information (national level, regional or local). One exciting development from last week was presented during a meeting with the World Bank about the possibility to include all assistance in Ukraine in an interactive platform. Though a major question will be how effectively this platform will be populated and also whether the government will take ownership of such a platform.

Cluster has a number of activities to do prior to transition: 1) To finish development of Damage database and transfer it to the local level for daily uses. Also, for this needed to update Act of Destruction, if they are or not, etc.; 2) Transfer the 5W database; 3) Transfer of other databases and tools; Therefore, the new revision of deadlines is scheduled for the late of 2017.

Timelines



The next Cluster meeting is scheduled for the 27th of February 2017

Drafted by Kostyantyn Dmytrenko
Kyiv, 30th January 2017