

Shelter Cluster Vanuatu – Meeting Notes

Meeting:	Shelter Cluster Vanuatu - Cluster Meeting		
Date:	9 th November 2018	Time:	10:00
Meeting Facilitator:	Harold Allanson, Lead	Location:	Public Works Department (PWD)
Minutes Prepared By:	Xavier Genot	SCV Website	https://www.sheltercluster.org/response/vanuatu-ambae-volcano-2018

Agenda

Attendance: See attached attendance sheet

Agenda:

1. **Action Items from previous meeting**
2. **General updates** – Intercluster meeting – Shelter Cluster TORs
3. **Ambae evacuees response**– Current Situation/partners updates
4. **Preparedness** – Shelter/NFI stocks update
5. **Safe Shelter Awareness** – Finalization of IEC material and dissemination
6. **AOB**

Notes, Decisions, Issues

Topic

Action items from previous meeting

Action	Owner	Due Date	Comments
Partners to update their shelter/NFIs stocks through the https://palm.logcluster.org/#/public/home website, in view of the incoming cyclone season	All partners	05/11/2018	Results during this meeting
G & P cluster priority support requested in Santo for 7 HH (26 people) in Solewe, as they are in dire situation.	All partners with will and capacity to support	As soon as possible	No feedbacks on actions taken.
OXFAM is looking for partners in Maewo for assessment and implementation of cash based interventions, in follow up of programme in Santo. For more information sandrah@oxfam.org.au	All partners		Update during the meeting
NDMO to clarify terminology around evacuation centres to be used by partners in English and Bislama.	NDMO	As soon as possible	Response from NDMO during this meeting
Request to PWD to look at G&P issues highlighted on assessment conducted in Santo. <i>During G&P 18/10 meeting, agreement for key findings and recommendations from G&P to be included</i>	Shelter Cluster Leader / G&P cluster	<i>During G&P 18/10 meeting, agreement for key findings and recommendations from G&P to be included in the</i>	Ongoing

<i>in the Shelter Cluster report in annex. G&P to send their inputs</i>		<i>Shelter Cluster report in annex. G&P to send their inputs</i>	
PWD and G&P cluster to look on finding housing solutions for evacuees displaced on Santo terminal	Shelter Cluster Lead / G&P cluster	As soon as possible	Pending – no update
Some issues discussed during the meeting where not only shelter cluster related, as for preparedness and second home program. Request to NDMO to organise relevant intercluster meeting to address these 2 issues	NDMO	As soon as possible	NDMO organised intercluster meeting
Safe Shelter Awareness to be tested in Maewo, then finalized and endorsed by Shelter Cluster	Shelter Cluster Lead / CARE	05/11/2018	During this meeting
Partners to send comments on the Vanuatu Shelter Cluster input to inform shelter cluster page on NDMO and VSC website	All partners	05/11/2018	Update during the meeting

2. General Update

- ✓ **Shelter Cluster input to NDMO website finalized.** Will be sent to NDMO next week. Base for PWD and IFRC to develop complete TOR.

As there were no comments or inputs received from partners to amend the text, Shelter Cluster coordination team will send request to NDMO to publish input on the Shelter Cluster section on NDMO website. PWD and IFRC will develop further the complete TOR from this base.

Action Point 1: Shelter Cluster Lead to send Input to NDMO, in order to update Shelter Cluster section on NDMO website.

- ✓ www.facebook.com/vanuatusheltercluster to reach public and communities, mainstreaming partners activities and VSC outputs.

Partners could send relevant material as for pictures and article to Shelter Cluster coordination team for publication on Facebook. IEC on safe shelter awareness will be disseminated from next week through this platform.

- ✓ **Operational guidance on reuse, recycling and disposal of plastic sheeting in Bislama**

This document is already disseminated on Shelter Cluster website and Facebook page.

- ✓ **Input sent to NDMO to update Cyclone response plan for 2018/2019.** Response plan due to due 21 November.

- ✓ **Clarification of terminology around evacuation centres**

From NDMO:

Please refer to the Republic of Vanuatu National Guidelines for the Selection and Assessment of Evacuation Centres document (on the NDMO website at Resources / Disaster Risk Management / Evacuation Centre Guidelines) for the current existing definitions and terminology - "**Evacuation Centre**" and "**Sef haos**".

After this response the team can review terminology if necessary, but until then we will continue to use the existing definitions.

Thanks to NDMO sent to respond to Shelter Cluster request. Shelter Cluster will follow instruction of NDMO on terminology to be used, but point out that:

1. Evacuation centre is sometime used on Maewo as site where evacuees are sheltered at the moment. It might bring confusion in case of incoming cyclone
2. Haos is working for all type of structure, for human but also livestock, shelter could be seen as haos for people.
3. Communities on Maewo might be confused, and NDMO should ensure that adequate communication will be done to Maewo and Ambae evacuees as soon as possible.
4. Sef haos concept could be better understood by all communities if local language is used.

Action point 2: Shelter Cluster will use terminology provided by NDMO, but NDMO should reach out communities on Maewo to ensure they understand it well, to ensure proper reaction in case of incoming cyclone.

Action point 3: NDMO should plan to organize with key stakeholders, process/workshops(s) to revisit terminology to be used for evacuation centres, shelter, sef haos, including localisation island by island. This should be liaised with country wide Evacuation centres mapping.

- ✓ *National Shelter Cluster team / PWD try to go to Maewo during the last 2 weeks, but it has not been possible, due to lack of commercial flight. Try to look at charter options.*

Shelter Cluster/PWD team couldn't go to Maewo, to respond to NDMO request for assessment of the work to be done for the 4 sites due to unavailability of commercial flights. Charter flight could be one option but has not been possible so far. The idea was to have also Nigel Fisher, adviser to DSPPAC/PMO on board, to be able to discuss on site on planning for second home sites, as for current conditions of evacuees, that is be the priority of the Shelter Cluster.

- ✓ *Shelter Cluster hub in Maewo active with regular coordination PWD/CARE/VRCS/ NDMO and Chiefs representatives.*
- ✓ *NDMO disseminate new key messages to communities in Maewo, with Shelter Cluster input*

Shelter Cluster Lead and Co-Lead thank CARE for the support provided to the Shelter Cluster hub in Maewo.

Shelter Cluster Lead, Co-Lead and CARE thank VRCS for the support provided to Shelter Cluster coordination and activities implemented in Maewo.

It seems that the main agenda of NDMO at the moment in Maewo is on second home project, while Shelter Cluster recommends that it should focus on preparedness to cyclone season, including Safe Haos related issues. Current understanding of the situation is that there would be a gap between on evacuation centre capacity for 1200 to 1700 people.

Care is requesting to NDMO and Shelter Cluster Lead to address two main issues:

1. Addressing the gap in evacuation centres capacity for 1200 to 1700 people, and planning contingency measures in case of incoming cyclone. A forum of discussion and coordination, under NDMO leadership should be setup as soon as possible in this regard.
2. Process to agree on prioritisation of activities regarding strengthening of evacuation centres. NDMO should lead the process to select the ones that need to be prioritised. PWD, DLA and MoET to ensure validation process after completion of works.

Action Point 4: NDMO to address gap in evacuation centres capacity and contingency measures in case of incoming cyclone, through setup of proper discussion and coordination forum, as for focus on Evacuation Center/Safe Haos related activities

Action Point 5: NDMO to formalize process of Evacuation Centres to be prioritized for strengthening. This should include preparation of letters to facilitate enumerators and construction team access to targeted buildings.

Action Point 6: NDMO, DLA, PWD and MoET to formalize process for validation of strengthening of buildings that will serve as Evacuation Centres.

Ambae evacuees response– registration update

Note: This information has been sent by Caroline from IOM who couldn't attend the meeting

- Preliminary data from NDMO & IOM, through Displacement tracking matrix (DTM) key informants.

Island	Households	Individuals	Percent
Pentecost	11	41	0.4%
Efate	264	1 017	9.1%
Espiritu Santo	1 725	7 499	66.9%
Maewo	779	2 654	23.7%
Total:	2 779	11 211	

- **For Santo and Maewo**, registration lists are being verified and NDMO will be able to provide the most up-to-date figures soon, to be published soon on sitrep. NDMO have recently completed verification of the household-level registration on Maewo - have recorded 797 households, encompassing 2714 individuals
- **For Efate:** Registration happening at Sarabule church in Port Vila. Information on registration is passed mainly by word of mouth between community members. 1017 people have been register, but new families are still coming to register. **Families are scattered around greater Port Vila**, primarily in Erakor, Mele, Pango, Freshwater, Beverly Hills. **Vast majority are staying with relatives**, but some still living in evacuation center (80 people living in church near erakor bridge), small amount are buying land and building near Mele, small amount paying rent. Over-crowdedness and privacy in shared host family accommodation is a concern, one family hosting 34 individuals, average hosting 10-15 in a house. Proportionately **large number of elderly people**, some without access to assistance or necessary medications. Many **host families have exhausted their capacity to support** and displaced families struggle to find work, meet high cost of living. **Food assistance is the primary need** - limited assistance being provided by Ambae community through churches, but they have only a very small stock left. **Family separation between Maewo, Santo and Vila** is an issue. Families have received **little information on their options for return, integration etc.**, except what is available in the media. Significant portion (not quantified) intending to stay in Port Vila.

The last CoM decision agrees on support to evacuees on Maewo and Santo, what about other islands, especially in Efate, where there is an influx of people, with exhausted support capacity from evacuees and Host communities. The gap in Evacuation centers capacity has been estimated in Maewo, and Baseline survey is planned for Santo, but what about other islands as for Efate. As Vanuatu has now entered in the cyclone season, we should highlight that whatever is their locations, the 11 000+ evacuees remain vulnerables. This reinforce the Action point 4.

In order to have a complete analysis of current situation, there is a need to look also on the last available data for host communities as in Maewo, Santo or Efate.

Partner update: CARE

Context of Maewo Shelter response

Strategy based on CARE Shelter TA assessment visit on Maewo (26/08 > 04/09)

- ✓ Need to be updated according to evolution of the context
- ✓ Following NDMO for Resettlement operations on Maewo
- ✓ Waiting for end of SoE to monitor number of beneficiaries
- ✓ Preparation works on-going (Com.mob., recruitment, procurement, logistic set up)

Budget approx. 300,000NZD (21 million VUV) > approved, contract signed Thu. 01/11

Target schedule for implementation 3 months :

- ✓ Preparation until team fully operational : November
- ✓ Activities implementation : December > Mid March

Outcome 1 – Temporary family shelters improvements

- ✓ Approx. 500 HH are living in temporary shelters (60-65% of the 800 HH)
- ✓ Temporary shelters need to be reinforced for the Cyclone season
- ✓ Self recovery approach (with technical support) is appropriate

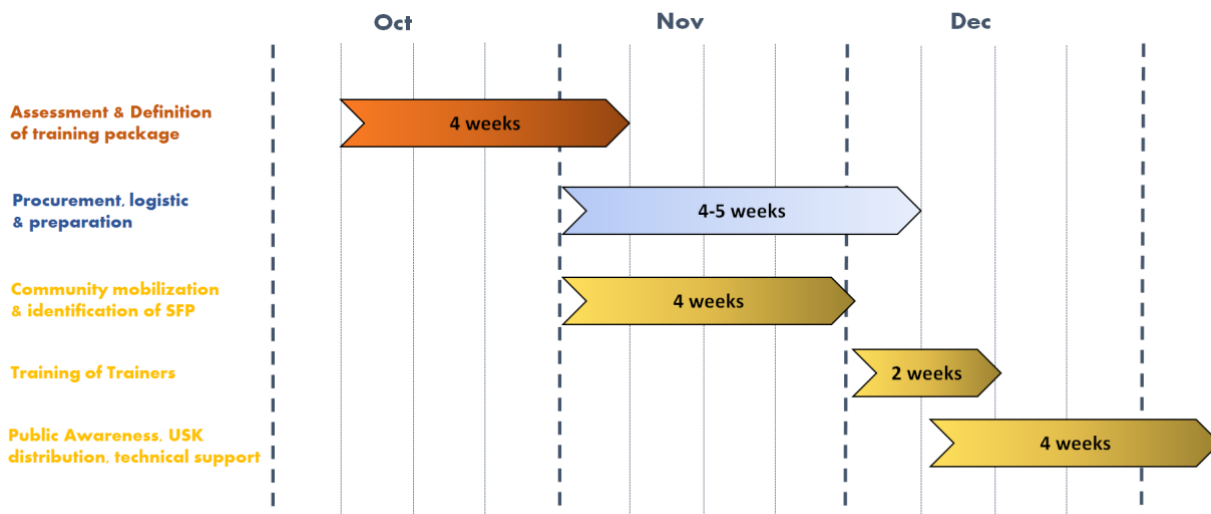
Proposition of action:

- ✓ **Distribution of Upgrade Shelter Kits (500HH) + Community Tools kits (1 for 20HH)**
- ✓ **Technical support (Community Shelter Focal Point to be identified and trained)**

Update from last SCV meeting:

- ✓ Different types of Shelter kits will be proposed according to the situation
- Resettlement shelter kit for HH starting construction of Individual Second Home (ISH)
- Upgrade Shelter kits for HH willing to improve/reinforce Emergency shelters (Tarpaulin)
- ✓ CARE Resilience team started identification of Shelter Focal with CDCCC
- ✓ IEC material finalized (by Shelter Cluster)
- ✓ Shelter kits > procurement process on going

Planning for activity 1 - Temporary family shelters improvements - Delay + 3 weeks



Outcome 2 – Access to safe cyclone shelters

- ✓ A rapid assessment on evacuation centres capacity shows a lack of 1,700 places
- ✓ Detailed mapping is needed (with potential blocks to access to be checked).
- ✓ Relocation and/or construction of additional cyclone shelters could be considered

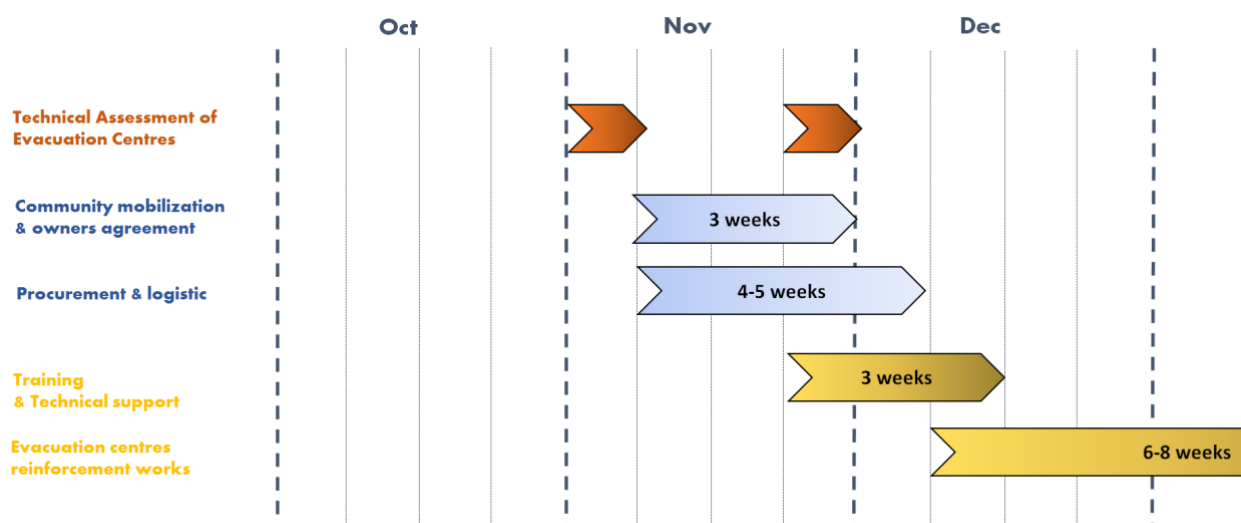
Proposition of action :

- ✓ See Action Plan EOC Focus Group on Evacuation Centres
- ✓ Baseline survey > Technical assessment > Reinforcement works
- ✓ CARE to request support from VRCS to follow up with building owners

Update from last SCV meeting:

- ✓ NDMO Baseline survey complete (Data transferred to NDMO)
- ✓ Technical assessment on going with support of VRCS (done 9 of the 30 EVC)
- ✓ Community mobilization on going to start reinforcement works around 10-dec.

Planning for activity 2 – Reinforcement of Evacuation Centres - Delay + 3 weeks



CARE Shelter team technical support

- ✓ Technical support to EOC Maewo (NDMO and Provincial authorities) for recovery & long terms solutions (construction of traditional safe house on resettlement sites)
- ✓ Support PWD & VRCS to set up Maewo Sub Shelter Cluster

The project is funded by MFAT but also DFAT. The contract for funding with MFAT was signed on 1st November.

CARE will not be fully operational before beginning of December, as for logistic pipeline setup. Precise timeframe of operation should consider the Christmas time impact. The project might go till end of February.

CARE really appreciate the ongoing coordination and collaboration with VRCS on the ground.

For outcome one, the content of kits will be adapted on intention of people.

From last meeting, the role of the Shelter Focal Points at community level has been clarified. It will be under CDCCC framework.

There is a good opportunity here, reflecting on what has also been done in Tanna after TC PAM, to capitalize and institutional the shelter focal point position and function for CDCCC.

CARE thanks Shelter Cluster National team for their support in developing needed IEC material and T-shirts.

CARE finds challenges to recruit senior team members for their operational setup. Would be good to disseminate this need through PWD network.

Action point 7: Call from CARE to find senior Shelter staff for their team in Maewo.

Ongoing CARE and VRCS joint effort on the ground, plan to share resources and build capacity for volunteers.

Baseline survey for evacuation centres in Maewo is good and precise. Some challenges to upload all data for the moment. 33 structures assessed already, including 5 schools and 4 training facilities as for kindergarten or RTC.

Community will support evacuation centers strengthening with labor work, allowing to put all budget in material and logistic. First cost estimation, following technical assessments show that there is a need of additional resources to strengthen evacuation centers in Maewo. This might be addressed through Recovery plan and potential other donors to be identified. It should be seen at Disaster Risk Reduction and protecting government assets protection.

Partner update: VRCS

In Maewo

- ✓ Plan to strengthen office base in Maewo
- ✓ Capacity building for volunteers
- ✓ Cyclone preparedness
- ✓ Support Shelter Cluster on the ground
- ✓ Prepositioning of NFIs in Maewo

In Santo

- ✓ Work under Early warning action this month
- ✓ Partner organization with OXFAM
- ✓ CDB in Santo with Save the Children
- ✓ Might support up to 100 Households in Santo, to be confirmed, with replication of strategy in Maewo

Partner Update: Cash Based Intervention (OXFAM)

Note: This information was sent before the meeting, as no representative could attend the meeting

Maewo Emergency Market Mapping Analysis (EMMA) to be conducted to assess the market situation, available supplies and constraints in order to inform the design of an appropriate CTP programme (cash OR voucher), data collection tools are being finalised and team will conduct data collection starting Nov 19th. **Oxfam is partnering with Development Services/VMER to conduct the assessment.**

Oxfam is moving as quickly as possible to design and implement CTP for Maewo, however this must be based on the results of the assessment as some risks have been identified on Maewo related to financial service capacities, increasing prices, and

limited market supply/restocking and local production. **This is a strong indication that the CTP programme will need to be specially adapted to Maewo to ensure it has a positive impact.**

Santo baseline has been completed and data is being analysed.

- ✓ Total surveys completed = 767 (this is not a final number as surveys from yesterday are still being uploaded)
- ✓ Total sites visited = 109 (additional sites beyond what is in NDMO and Province lists were identified)

Santo registration training/workshop will kick off on Monday 12th November with all stakeholders, registration exercise will start at the Terminal on Tuesday, followed by a re-cap/process finalisation on Wednesday and will scale up end of next week to subsequent locations.

Issues raised by partners regarding Save the Children Cash for Work program in Maewo.

Note: No Save the Children representative attended the meeting but partners raised these issues as it could have an impact on Shelter Cluster partners activities on the ground:

Care, VRCS, Chiefs, PWD and NDMO already raised these issues on the ground:

- The Cash for Work project have a negative impact on communities work as some might think they should wait for cash before doing community work, especially on the south of the island, following program already implemented in the north. This could have long term impact of the way community resilience is working in Maewo.
- This has already been highlighted by partners before the start of this program on the ground.
- This is a serious issue and should be addressed with strong communication with communities and key messages to mitigate this issue, from Save the Children team but also NDMO

It seems that Save the Children Port Vila team has already been alerted, but this needs also to be reflected on the ground.

Action point 8: Save the Children and NDMO CWC team to address Cash for Work impact on community work with appropriate key messages and community engagement.

4. Preparedness – stock update 8th November 2018

	Tarpaulins	Shelter Toolkits	Tents	Other tools and hardware	Blankets	Sleeping Mats	Kitchen sets
Vanuatu Red Cross <i>Stock update</i>	2 212	892			3 460	1 166	1 639
Oxfam PALM				2	6		
World Vision PALM				150			91
Unicef PALM		100	26				
ADRA PALM							

TOTAL	2 212	992	26	152	3 466	1 166	1 730
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- This table is only looking at Shelter NFI, not other clusters NFIs
 - These stocks are the ones in country that Shelter Cluster could work with to plan immediate response in case of new crisis. In case of needs, there are also stocks prepositioned by donors and agencies at Pacific level.
 - Only VRCS indicate to the cluster on their stock updates that should be updated also on PALM soon.
 - It's still unclear if other agencies data on PLAM are accurate. Partners should update and confirm to Shelter Cluster their last update.
 - There is a need to clarify what encompass the category other tools and hardware.

Action point 9: World Vision and Oxfam to clarify what fall under other tools and hardware. All partners to update their stock on PALM and indicate to Cluster Lead if/when data are accurate on PALM. If not possible at the moment to update on PALM, in the meantime send last stock update directly to Shelter Cluster.

5. Safe Shelter awareness

IEC material for the 4 key messages on safe shelter awareness finalized in Bislama. To be disseminated with distribution of material, training and other activities

Safe Shelter Awareness support:

- ✓ *A4 colors double sided and laminated for HH*
- ✓ *A2 poster color on tarpaulin support for communities and public space*
- ✓ *5 posts on social media (Key messages in 3 languages, IEC in Bislama)*
- ✓ *T Shirt for CDCCC Shelter Fokal Poen (14/11 for first samples)*
- ✓ *Polo for Partners (14/11 for first samples)*
- ✓ *Polo for Shelter Cluster coordination staff PWD and IFRC (14/11 for first samples)*

Partners agree on it. Campaign on Facebook and printing to launch next week. Files will be accessible for partners to be printed.

Only Shelter Cluster Lead/co Lead plus VRCS, CARE and NDMO (To be confirmed) for A4

All partners logo on A2 posters and facebook posts. This mean commitment/and or resources for dissemination and printing of material

The back of the T Shirt for Shelter Focal Point to be updated with VRCS logo.

AOB

1. This is the last meeting to be attended by Xavier Genot from IFRC, who had been supporting the Shelter Cluster Coordination from mid September. He will still be supporting the cluster remotely until 12 December, in order to

capitalize and update key documents as for Technical Guidelines or Cluster coordination training modules for Vanuatu. Robbie Dodds will follow up on continued support to Vanuatu Shelter Cluster on behalf of IFRC.

Action Items

Action	Owner	Due Date
1. Shelter Cluster Lead to send Input to NDMO, in order to update Shelter Cluster section on NDMO website.	Shelter Cluster Lead and NDMO	14/11/2018
2. Shelter Cluster will use terminology provided by NDMO, but NDMO should reach out communities on Maewo to ensure they understand it well, to ensure proper reaction in case of incoming cyclone.	All partners and NDMO	As soon as possible
3. NDMO should plan to organize with key stakeholders, process/workshops(s) to revisit terminology to be used for evacuation centres, shelter, sef haos, including localisation island by island. This should be liaised with country wide Evacuation centres mapping.	NDMO	
4. NDMO to address gap in evacuation centres capacity and contingency measures in case of incoming cyclone, through setup of proper discussion and coordination forum, as for focus on Evacuation Center/Safe Haos related activities	NDMO	As soon as possible
5. NDMO to formalize process of Evacuation Centres to be prioritized for strengthening. This should include preparation of letters to facilitate enumerators and construction team access to targeted buildings.	Shelter Cluster Lead / NDMO	As soon as possible
6. NDMO, DLA, PWD and MoET to formalize process for validation of strengthening of buildings that will serve as Evacuation Centres.	NDMO, DLA, PWD and MoET	As soon as possible
7. Call from CARE to find senior Shelter staff for their team in Maewo.	All partners to CARE	As soon as possible
8. Save the Children and NDMO CWC team to address Cash for Work impact on community work with appropriate key messages and community engagement.	Save the Children and NDMO	As soon as possible
9. World Vision and Oxfam to clarify what fall under other tools and hardware. All partners to update their stock through the https://palm.logcluster.org/#/public/home website and indicate to Cluster Lead if/when data are accurate on PALM. If not possible at the moment to update on PALM, in the meantime send last stock update directly to Shelter Cluster.	All partners	24/11/2018

Next Meeting

Date:	TBD	Time:		Location:	Public Works Department
Comment:	The next Shelter Cluster Vanuatu meeting will be held tentatively on Wednesday 28/11/2018 at 10AM @PWD small conference room.				