

## MINUTES OF SHELTER CLUSTER COORDINATION MEETING 22<sup>ND</sup> OCTOBER

NEXT COORDINATION MEETING

**15h30 Thursday, 29 October, UN OCHA** (Jl. Asahan No 3, Padang Baru Barat)

### Shelter Cluster coordination team contacts

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### Shelter Cluster Google Group

<http://groups.google.com/group/sum09>

### Google Group contents include:

Contacts list; meeting notes; strategic documents; technical documents; information management feedback; maps; reporting templates; and useful links

## ACTION ITEMS

1. CordAid are hosting a presentation / workshop on Minang cultural traditions (in relation to shelter) on 22 October at 20h00.
2. UN Habitat are hosting a discussion on transitional shelters (using coconut timber) on 23 October, 19h30-21h00. (Background document, address and directions on the Shelter Cluster google group.)
3. PMI are hosting a presentation on their transitional shelter programme on 26 October from 10h00 at PMI's office (Jl. Sisingamangaraja No 34 Padang)
4. Agencies are urged to share transitional shelter plans and designs with the Shelter Cluster coordination team (Wan – [sc.sumatra.tech@gmail.com](mailto:sc.sumatra.tech@gmail.com)).
5. There will be an update from Oxfam on the brick market analysis survey at the next Shelter Cluster coordination meeting (on 29 October).
6. The Shelter Cluster coordination team will provide a "Dos and Don'ts of Distribution" (3Ds).
7. IoM to share their results of survey on host families (in one village in Padang Pariaman).
8. Shelter Cluster coordination team to post updated 2W (who is where) map on google group.
9. UN HABITAT will present outreach materials produced thus far at the cluster meeting next week for information and comment.
10. Designs and Bills of Quantities of proposed agency interventions are to be shared with the Shelter Cluster coordination team who will compile and share them with the group.
11. All Cluster members to keep Cluster Information Managers regularly updated of all shelter activities past, present and planned (to take place in the next 2 weeks).

## **1. Welcome and introductions**

- New attendees included representatives of OFDA, ECHO, GTZ, the Salvation Army and WASH Cluster. A full contact list is available on the Shelter Cluster Google Group.

## **2. Changes to the agenda**

- No changes proposed.

## **3. Review of previous minutes**

- Change to dates mentioned in action items required. No further changes proposed and minutes accepted.

## **4. Performance Management System**

- Results of the previous weeks performance management questionnaires were reported back to the group.
- Some concern was indicated regarding the flash appeal and financial mobilisation. It was reported that there is little the coordination team can do other than attempt to include all interested parties as time lines for the appeal are out of their control. It is however a good platform for visibility and encourages bilateral donor discussions.
- Questionnaires were handed out and filled in at the meeting to gather performance feedback on community mobilisation and information management.

## **5. Field reports**

- Wan Sophonpanich, Shelter Cluster Technical Coordinator, gave information from a field trip to Sungai Geringging on 19 October. (A brief report was distributed at the meeting and can be found on the Shelter Cluster google group.)
- Key points are:
  1. There is some inequity of distribution. People living far from village centre are walking long distances to get relief items at central distribution points but there is little communication of when items will be delivered. Many are seeing distributions but getting nothing themselves.
  2. Self-recovery rate appears high. Building activities were seen around the village. The majority of people have completed building their temporary shelter within a week and are now awaiting government grants to start their reconstruction effort. Some of these shelters will possibly need support in terms of material and technical assistance.
  3. Those still living under plastic sheet – especially attached to damaged houses – should become a priority in the up coming month.

## **6. TWiG updates**

- Transitional Shelter TWiG
  - A transitional shelter concept note has been finalised and translated (and posted to the google group). It will be discussed with and presented to government representatives.
  - A Transitional Shelter Parameters document has been written, agreed and translated into Bahasa.
  - Designs and Bills of Quantities of proposed agency interventions are to be shared with the Shelter Cluster coordination team who will compile and share them with the group.
  - Bamboo suppliers in the districts have been posted to the google group for interested parties.

- NOTE: PMI has various designs that it is testing at the Bung Hatta university.
- NOTE: IOM has experience in prefabricated transitional shelters from previous disasters in West Sumatra. Please contact IOM for information if such a programme appeals.
- NOTE: Agencies planning to do transitional shelter are:  
UN Habitat, PMI, Dompok Dhuafa, IRD, IOM, Handicap International, CHF, Emergency Architects, CRS, Save the Children, CWS
- Permanent Housing TWiG, chaired by Build Change
  - Group plans to:
    - reach agreement on technical standards
    - support building training
    - undertake market analysis
  - Has agreed on 3 principles:
    - should be earthquake resistant
    - use local technologies
    - create local jobs
  - Dr Eng. Febrin Anas Ismail, from Andalas University and also GoI Housing Reconstruction Adviser, attended the TwiG meeting.
  - Minutes will be available on the google group.
  - Next meeting 1.5 hours before next Shelter Cluster coordination meeting [2pm, Thursday 29<sup>th</sup>].
- Outreach TWiG
  - Agencies interested in running outreach programmes include:  
World Relief, People in Need, Build Change, CHF, Save the Children, CWS, Cordaid, Habitat for Humanity, Muslim Aid, PMI, IRD, ShelterBox, SLA, Hands On, Gen Assist
  - Agencies with outreach programme materials to share include:  
IOM, UN Habitat, Build Change, ASB
  - UN HABITAT will present materials produced thus far back to the cluster meeting next week for information and comment. It is preferable that these items receive general cluster agreement before being printed and distributed in the affected areas to ensure they are suitable both culturally and of appropriate quality.

## 7. Information Management

- A map showing which agencies (that have reported to the Shelter Cluster coordination team) are working where was shared. This will be updated and posted on the google group (<http://groups.google.com/group/sum09>).
- Tables showing distributions of emergency shelter and NFIs were shared. (Again, these are based only on information received 24 hours before the meeting.) A map on planned transitional shelters was also shared, although information is sketchy at this stage.
- These tables (on emergency shelter and NFIs) appear to show that distributions in some subdistricts in Padang Pariaman outnumber numbers of households. At the same time, there are districts where there is very little (reported) activity by agencies participating in the Shelter Cluster.

- Agencies are urged to continue to send information on activities completed and planned to the Shelter Cluster coordination team (Clare – [sc.sumatra.im2@gmail.com](mailto:sc.sumatra.im2@gmail.com); Neil – [sc.sumatra.im@gmail.com](mailto:sc.sumatra.im@gmail.com)), so that complete information can be compiled and shared. In sharing this information, it is important to be clear about (a) location (district, subdistrict and nagari), (b) numbers of households targeted, (c) partnerships (between international and local organisations). Details on the contents of distributions (e.g. NFI kits) is also key.
- GoI have not yet released damage data below district level, which means the tables and maps showing % coverage cannot yet be produced. This should happen very soon.
- OCHA has requested that individual agency situation reports and distribution data is channelled through the coordination team. Some agency reports are being sent direct to OCHA and there is some confusion as to whether the reports may be double counted. Agencies may wish to copy OCHA on their reporting but please send to the coordination team as the primary point of contact.

## **8. Member announcements**

- Request that IOM trucks do not travel in such large convoys for safety reasons.
- Some immediate requests for assistance (received by the Shelter Cluster coordination team) were shared. World Vision, ShelterBox and PMI volunteered to respond.
- MSF Belgium noted that Pesisir Selatan has not been fully reached with assistance. It is not the most affected area but still needs shelter assistance.
- Care offered to help Cordaid with Watsan engineering advice.
- Unsafe reconstruction is widely visible. Outreach materials are urgently needed.
- Cash for work – There has been a number of local NGO comments suggesting ‘cash for work’ is not an appropriate response due to cultural concerns. This is to be discussed in more depth at the next meeting.
- IOM suggested that planning is done on a two-week basis for transitional shelter. Agencies would commit to areas two weeks ahead of delivering shelters and thereby avoid over-committing.

## **10. AOB**

- The Shelter Cluster coordination team has an A1 Plotter available in its office.
- Little information is known about the needs of host families, particularly in urban areas. Information has been requested from the Protection Cluster. IoM are also carrying out a small-scale survey in a village in Padang Pariaman.

## **11. Date and venue for next meeting**

- 15h30 Thursday, 29 October, UN OCHA (Jl. Asahan No 3, Padang Baru Barat)