



Emergency Shelter/NFI Cluster Meeting

25 April 2016

11:00-13:00

UNHCR Office (16, Lavrska St., Kyiv)

25 квітня 2016 року

11:00-13:00

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. Update on CCPM (Cluster Coordination Performance Monitoring) timeframe, 5 min – Igor
5. Cluster Strategy update: way forward, 5 min - Igor
6. Cluster Guidelines on Structural Repairs and Reconstruction, final presentation, 5 min – Igor
7. Update from Sub-National (damage database overview, Donetsk Regional authorities cooperation, Global WASH Cluster visit to Sievierodonetsk), 10 min – Igor
8. Updates from Participants, 25 min
9. 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 with REACH	Before the next Cluster meeting
Share Ukrainian translation of the External evaluation report by the end of the week (01 May 2016)	Shelter Cluster team	DONE
Send CCPM questionnaire with partners when translation into Ukrainian/Russian is complete	Shelter Cluster team	DONE
Share Survey of Surveys online questionnaire with partners and a link to the visualization of mapping results as soon as finalized	REACH	ASAP
REACH to communicate dates for first advisory group meeting	REACH	ASAP
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	Once ready
Cluster to consider adding contact information per agency/activity into the dashboard, so that once filtered per location or agency – contact details are available	Shelter Cluster team	Next round of 5W update
Cluster to organize SAG meeting on 31 May afternoon	Shelter Cluster team	31 May 2016



Follow up on satellite mapping with respective partners	Shelter Cluster team	ASAP
Cluster to share Guidelines with the link to the document with partners	Shelter Cluster team	With the minutes
Shelter Cluster to recirculate damage database among partners for further update	Shelter Cluster team	Within a week
IOM to present results of the Cash for rent PDM at the next Cluster meeting in Kyiv	IOM	30 May 2016
Share information on the project of World Jewish Relief with Health Cluster	Shelter Cluster team	Within a week
Stabilization Support Services to share more details on blast film distributions in Mariupol (cost, installation, other implementation details, lessons learnt)	Stabilization Support Services	Before next Cluster meeting



Present: ADRA, Age and Disability TWIG, Crimean Diaspora, ECHO, HelpAge International, Hungarian Interchurch Aid, IMC, Internews, IOM, National Red Cross Society, NGO Dopomoga, Protection Cluster, REACH Initiative, Save Ukraine, Shelter Cluster, Stabilization Support Services

NRC, DRC, UNHCR sent regrets

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
- Share Ukrainian translation of the External evaluation report by the end of the week (01 April 2016)¹
- Send CCPM questionnaire with partners when translation into Ukrainian/Russian is complete².
- Share Survey of Surveys online questionnaire with partners and a link to the visualization of mapping results as soon as finalized³
- REACH to communicate dates for first advisory group meeting.
- 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 3. Update on recent Cluster Factsheet, 5W, Kobo training

March Factsheet has been presented in English and Ukrainian to the participants and is published online (Russian version to follow soon). Cluster encourages partners to submit their inputs, features stories, lessons learnt and other relevant information for the next Factsheet update.

Factsheets are available here in [English](#), [Ukrainian](#) and [Russian](#).

Online Dashboard that visualizes Who is doing What Where and When was presented again and here are several features:

- All the information that partners submit through 5W templates is visualized there, with details per agency, date, type and status of activity, information on locations per city/village and number of beneficiaries.

¹ Completed by the time meeting notes shared

² The same as above

³ To be shared once finalized by REACH, expected time – Friday, 29 April 2016



- All the charts and maps are interactive and can be used as filters, which means that clicking on the agency name or other data will lead to the change of the dashboard and sorting information on that particular filter.
- All the partners that work in NGCA are advised to inform Cluster if they need that information on NGCA activities reflected in a special way (as option – without showing agency name or other)
- To update information, agency needs to contact Cluster team and complete the regular 5W templates. Dashboard is updated every time when new 5W information is submitted.
- It was noted that adding contact information per agency would be useful for partners.

ACTION POINTS:

- Cluster to consider adding contact information per agency/activity into the dashboard, so that once filtered per location or agency – contact details are available.

Agenda item 4. Update on CCPM (Cluster Coordination Performance Monitoring) timeframe

Cluster Coordination Performance Monitoring is planned to be undertaken by each Cluster as one of the recommendations of the Humanitarian Architecture Review mission. The aim of CCPM is to “help Clusters to coordinate and fulfil the core Cluster functions more efficiently and effectively”. The CCPM exercise will include a dedicate survey but also will fully benefit from the findings of the shelter cluster external evaluation of December 2015.

Stage	Timing
Launch of CCPM survey for partners	26 April 2016
Submissions to be submitted by partners	26 April – 21 May 2016
Draft preliminary report by Cluster team	25 May 2016
Workshop on CCPM	31 May 2016 (Kyiv, morning)

ACTION POINTS:

- Send link to the CCPM questionnaire with partners to fill out by 21 May 2016.

Agenda item 5. Cluster Strategy update: way forward

On the afternoon of 31 May 2016, a Strategic Advisory Group meeting is planned to review and validate CCPM report, endorse transitional plan for had over to national authorities (upon which conditions, timeline, when, how and to whom) and Partnership Agreement with Donetsk regional authorities (there is a number of critical points inside the draft document).

The agreement has had positive feedback from the authorities, as several meetings with the Deputy Governor have been held on this issue. A recent meeting on Collective Centres was also a constructive illustration of the collaboration. The agreement will be a pilot which will eventually be followed with a similar agreement with Luhansk authorities, especially with Sub-National permanent presence there. Political stability is key to ensuring effective partnership in both oblasts.



For the second part of 2016, part of national team will focus on NGCA, engaging on damage assessment and other urgent issues.

ECHO, asking clarification on the existing data on damages, has offered support with satellite mapping of damages in certain areas. Cluster Coordinator has explained, that last Friday in a bilateral working meeting with staff based in NGCA, priority areas were identified for mapping. Cluster partners discussed the need for mitigating risks and possible outcomes from the exercise. This exercise may impact operations in NGCA, if not done in a sensitive manner. However, there are positive examples from different humanitarian contexts when in a conflict situation satellite imagery was used to assess the situation. However, the capacity to map is much lower than areas that need mapping. PIN has noted that sharing individual address data in NGCA is sensitive, however further argument can be put and this may be implemented, however, needs transparency and informing relevant stakeholders.

On the other side, having information for the sake of having information is not how it should work. If there is no access and no information on needs is in place, this option could be considered. How will the received information inform the response and change the situation?

The decision is not required immediately, and it is important to ensure information received would be useful if the project is launched. More extensive consultations with organization implementing project in NGCA - including ICRC and UNHCR- to be programed.

ACTION POINTS:

- Cluster to organize SAG meeting on 31 May afternoon.
- Follow up on satellite mapping with respective partners

Agenda item 6. Cluster Guidelines on Structural Repairs and Reconstruction, final presentation

The Cluster team has reviewed that inputs into the Guidelines after preliminary release for comments. The final document has been published this morning and is available [here](#).

The pending components are a waste management component in addition to a disabilities components which are included in separate annexes. It will be updated in the coming days, but the entire document is valid and can be used for reference. Waste management component is vital in light of removal of asbestos contained waste (predominantly roofing slate).

ACTION POINTS:

- Cluster to share Guidelines with the link to the document with partners.

Agenda item 7. Update from Sub-National (damage database overview, Donetsk Regional authorities cooperation, Global WASH Cluster visit to Sievierodonetsk)

Damage assessment has over 15,700 entries in the database, with inputs from several partners: ADRA, Arche Nova, LRC, Mercy Corps, NRC, PIN, UNHCR, ICRC. Partners report both

newly identified damages (if not reported by regional administrations in the initial database) and repairs (completed, ongoing and planned).

Still, the majority of buildings are belonging to the private sector, which is important to note anticipating recovery. Public projects will not be able to cover the needs of the privately owned houses, which are the majority.

Cluster continues working with partners on the update. In the meantime there are several data fields that need to be improved:

- Presence of Demining Y/N
- Location of homeowners
- Timing of returns
- Whether works are completed and if they are abandoned why they were abandoned
- Type of works beyond just category of damage (to inform whether additional layers of interventions will be done or are done by partners)

Partnership agreement with Donetsk regional authorities was shared after last Cluster meeting for inputs to consult on the content.

ACTION POINTS:

- Shelter Cluster to recirculate damage database among partners for further update.

Agenda item 8. Updates from Participants

REACH	Survey of Surveys was presented. Both input form and results library. Shelter Cluster has been working together with REACH to create the web interface, so that partners have a platform to store all the reports/surveys in one place and at the same time this is used by all Clusters. Unfortunately, before there was no standard database of all assessments (esp. for planned and ongoing). Therefore, the presented database will be re-circulated to all partners once finalized (expected time is Friday, 29 April). Important: there is no need to re-submit data that has been previously shared with Clusters as this would be incorporated by REACH. With regard to assessment planned, REACH will be presenting draft suggestions to the ICG on Tuesday and to the HCT on Thursday.
HIA	Up to 700 NFI packages were distributed and 500 families received coal (0,7 ton per family) in 5 Eastern regions of Ukraine (Dnipropetrovsk, Kharkiv, Zaporizhzhia, Kherson and Donetsk GCA), and the program of coal supply is now over. Repairs in Kharkiv region (3 buildings – in recent months).
WJR	Work with partners (Save Ukraine, Charitable Fund “To you”). Since January 2016 300 HHs received solid fuel and heaters in Luhansk and Donetsk GCA. There was a mission to NGCA looking for potential projects and partners in those areas. WJR will start next financial year in July. Work also in Kyiv city and region and Zaporizhzhia. There are several smaller towns (Kotsiubynske), where hostel is supported.



	<p>Charitable Fund “To You” covers utility expenses and provides hygiene kits, mattresses; there are two more centers supported by the agency.</p> <p>In Zaporizhzhia agency works with local synagogue.</p> <p>WJR started as pilot project on medicines with partner “To You” (several options, network of pharmacies agreement) when IDPs come with prescription from doctors and received medicines.</p>
IOM	<p>Final stage on Cash for rent projects. 1,000 HHs were supported over the period of 7 months. PDM has been conducted and finally IOM will be doing analysis.</p>
Save Ukraine	<p>In addition to the existing and already mentioned above project with WJR, 6 houses are planned for repairs in Sieriebrianka with support of Dorkas International.</p>
Crimean Diaspora	<p>Continue work on allocation of land plots for 439 displaced HHs in Kyiv city and region (round 1500 ind) –Today the first orders to allocate land were issued to eco community. May-June it expected all to have documents certifying land ownership. In the meantime, there are other groups – 20-30 people in other cities, which are trained how to go on and continue with the process.</p> <p>In Lviv there are good practices and achievements in this regard. There is still need for expertise – what to do with this land further, what better construct, who could support with construction materials, infrastructure projects.</p> <p>State Fund for Youth Construction elaborates now crediting for IDPs under the auspices of the Cabinet of Ministers.</p> <p>Crimean Diaspora requested to conduct a nationwide survey where intentions of people, intentions to participate in loans, long term solutions, integration projects are measured.</p> <p>Second request is about the need to have enhanced dialogue with authorities on that issues, so that all respective ministers are involved and problem is addressed.</p> <p>National Cluster has been in touch with German bank and other donors with regard to supporting Government on permanent solutions.</p> <p>On the survey – cluster team has been working on the same request and it needs more elaboration. In several weeks, it might be ready in the draft.</p>
Disability WG	<p>Chaired by HelpAge International. With regard to shelter the group has been working on inclusion and how this could improve within the shelter program. Top up package – additional assistance to be provided to the house so that a person with disabilities can have free access – is in process of elaboration.</p> <p>Currently HelpAge works on particular items list and small BoQs on what is the additional cost, switch at accessible level, ramps instead of stairs, shower handle etc.</p> <p>Once there are concrete ideas, this will be shared with Cluster.</p> <p>Also specialized institutions was also a specific suggestion. Coordinator is traveling tonight to Sloviansk to meet PIN and NRC, and again in the next cluster meeting there would be a debrief on that.</p>
IMC	<p>51 HHs received shelter kits, the same for 164 HHs in NGCA. Coal still in progress of distribution and be finalized by the end of the week. On NFI distributions – in progress to 500 individuals.</p>



PIN Finalizing PPA with UNHCR, to be signed today. 3.5 M USD expected from OFDA. Window installation project ongoing in Avdiivka for 300 HHs, Mynovske and Luhanske – 200 HHs. With DFID in NGCA – series of insulation and NFIs. Save the Children left over of materials in NGCA – 590 kits. Small scale roof repairs in several institutions are planned. Big news – start of activities in LPR and damage assessment to be launched.

Stabilization Liaison officers program, extended for one more year. Sister partner –

Support Services Global Medico – blast film distributions for 16 institutional buildings in Mariupol area.

ACTION POINT:

- IOM to present results of the Cash for rent PDM at the next Cluster meeting in Kyiv.
- Share information on the project of World Jewish Relief with Health Cluster.
- Stabilization Support Services to share more details on blast film distributions in Mariupol (cost, installation, other implementation details, lessons learnt).

Agenda item 9. AOB

Cluster will be conducting soon the update of the warehousing information for contingency purposes, therefore individual partners will be conducted for that particular reason specifically.

Next Cluster meeting in Kyiv to be held on Monday, 30 May 2016 11 AM the same location.

END

Drafted by Andrii Mazurenko
Kyiv, 28 April 2016

List of Annexes:

1. Attendance sheet