

Shelter Cluster FIJI – Meeting Minutes			
Meeting:	Shelter Cluster		
Date:	19-July-2106	Time:	10:00
Meeting Facilitator:	Shelter Cluster	Location:	Dept. of Environment
Minutes Prepared By:	Xavier Génot	Location:	
Agenda			
Introduction			
<p>Review action points from last meeting</p> <ul style="list-style-type: none"> <li>Shelter Cluster endorsed response plan for Koro, to be agreed with Shelter Cluster Lead and presented to PS - Min of Rural &amp; Maritime Dev. &amp; NDMO. <i>Done</i></li> <li>Help for Homes Initiative/carpenters in budget speech. <i>Included in last meeting minutes</i></li> <li>Building Back Safer framework development. SCT to circulate first draft when possible. First draft presented during today's meeting</li> <li>Shelter Cluster partners endorsed the 3 posters. <i>Shelter Cluster lead endorsed the posters that are in english for the moment. Need to add one missing logo, final version to be circulated soon, with a blank space for cluster partners who want to print them to add their logo if they want to.</i></li> </ul>			
<p><b>1. Information update:</b> (details in meeting presentation attached)</p> <ul style="list-style-type: none"> <li>Help for Homes Last information show that 23k families reached and \$88m FJD spent. 2<sup>nd</sup> Phase includes \$20m FJD from 2016/17 budget, as per budget speech</li> <li>Fact and figures Include all 3W updates received from partners to date, as well as database update with master list and koro info. To be published to website and circulated to partners.</li> <li>New Factsheet New Factsheet has been produced in new format and will be sent to Geneva as there is no objection on its content. To be published to website and circulated to partners.</li> <li>Ryan, SCT IM will be in Fiji till end of July, no additional IM personnel to shelter cluster team, but remote support as needed. Chris, technical coordinator will end his mission on 25 August and Xavier, coordinator, till mid september. Last tasks of Ryan will contribute to TC Winston Shelter Cluster caitalization to enhance prepardness.</li> </ul> <p><b>Action point 1:</b> Partners to contact Ryan if they need inputs on IM side on the coming 10 days.</p>			

## 1. Coordination update: (details in meeting presentation attached)

- **Lessons Learned workshop:**

- 23 representatives of 15 organizations attended the workshop
- 28 recommendations registered, the 10 with the most votes & endorsed Shelter Cluster lead to be sent to NDMO LL workshop
- Lessons Learned workshop report to be produced

Of the 10 recommendations, already presented and agreed with Shelter Cluster lead, meeting attendants asked if we could had the disability lens in one of them, but also one new recommendation about the strengthening of Shelter Cluster coordination framework through increased shared governance between Ministry of Local Government, Housing & Environment & Ministry of Provincial & Maritime Development and NDMO, to reflect on the need to cover all the scope of shelter and housing.

The 10 recommendations need to be finalized ASAP as they need to be included in the 2 pager for NDMO workshop. There will be more opportunity to develop in the Shelter Cluster Lessons Learned report to be produced in coming weeks.

**Action point 2:** SCT to present revised Lessons Learned table, to be included in the 2 pager for NDMO workshop.

- **Cluster Performance Monitoring process:**

- ✓ Survey was opened for 1 week, to assess how well the cluster fulfils its core functions.
- ✓ 13 cluster partners / 4 coordination team members contributed. Results presented to feed into the LL workshop
- ✓ Xavier, current cluster coordinator did not fill the survey as he is supporting analysis process.
- ✓ Need now to do Cluster analysis and action planning to contextualize the report before sharing

Questions were developed at global level, to help with comparative analysis between all clusters, therefore it brought some confusion as it is not reflecting on the context in Fiji.

The sample of respondents is small, and that could somehow not reflect on the overall cluster. As responders are anonymous, it is difficult to track if informants have been involved in the overall cycle of TC Winston response.

Responders who were involved in TC Evan response feel there is progress on cluster performance for TC Winston.

Concerning the core function 1. Supporting service delivery. There is strong consensus from partners and Coordination team on the good performance of the cluster

Concerning the core function 2. The way that Shelter Cluster is addressing arising gap issue in Koro need to be positively considered while looking at the performance on this core

function.

Informing strategic decisions of the humanitarian coordinator (HC) and Humanitarian country team (HCT), Questions are developed at global level, to help comparative analysis between all clusters, therefore it brings some confusion as it is not reflecting on the context in Fiji. For example there is no HCT in Fiji, and it might bring some biased results coming from the survey. Needs assessments are always an issue, a lot of people went to assess with maybe different criteria or lens, making analysis difficult.

There is also the need to reflect on the fact that there are different understanding on Fiji context perspective and humanitarian assistance. Assessments must follow standards of government, while different standards might be different for humanitarian agencies. Next week NDMO will held its national lessons learned workshop, where there would be opportunity to reflect also on TC Evan vs TC Winston regarding assessment format.

Even there are challenges for all to use same format for assessment, we need to ensure that at least same indicators are used.

Concerning the core function 4. Planning and strategy development, there is consensus from partners around common standards and guidelines good performance and weak Flash Appeal process and outputs.

Concerning the core function 4. Monitoring and evaluating performance. There are different assessments on monitoring the response between partners and coordination team. It is important to weight the expectations in a very challenging environment. Aside from 3Ws type of information, analysis come also a lot from “guesstimate”, including various secondary sources, such as the media. Expectations are somehow too high from partners, while NDMO might think that the Shelter Cluster performance in monitoring the response is more on the 95% score, rather than the 40% for the core function number 4. There is a need to bring expectations to a more realistic level, and to frame the context better to put monitoring the response in perspective.

Concerning the core function 5. Building National capacity in preparedness and contingency planning, need to consider there are no current contingency plan as such in Fiji, and therefore strong limitation on capacity of the cluster to act on this aspect.

Concerning the core function 6. Supporting robust advocacy. The unsatisfactory score seems not to be reflecting on the cluster performance. Other cluster and NDMO see the Shelter Cluster as one of the strongest one for advocacy done within the TC Winston challenging context and response.

Concerning the core function 7. Accountability to affected populations. There seems to be confusion on what do we really mean by cluster accountability here. Is it more cluster partners responsibility and some good actions are taken in this regard.

It is important to note that code of conduct is a common practice regarding accountability to affected population.

It is also important to see how could we act on this, within specificities of Fijian context.

**Action point 3:** SCT to work on the CPM report, in parallel of Lessons Learned' one.

## 2. Protection update: (PDF presentation attached)

Pacific Disability Forum (PDF) presented the findings of their assessment. It's really important to consider these issues for Shelter Cluster, to support disable people who are really vulnerable, and to use the "all under one roof" guidance.

It's important to acknowledge that for recovery response, due to funding and capacity gap, Shelter Cluster action is de facto limited. Nevertheless, Shelter Cluster has promoted and use "All under one roof" guidelines" and is looking at supporting training around shelter and disability, but need to find donor interest and capable to do so.

The key focus is on BBS training, through construction on model transitional/core shelter for one household in middle of community that households are receiving Help for Homes material, to enhance their capacity to rebuilt in a safer way. The idea is to train carpenters and home builders to better understand BBS principles, for them to apply them in reconstruction of houses. Some partners such as Fiji Red Cross are using all under one roof guidance in the design of the core shelter used for the training.

PDF could look on their partners to join the training component as it might raise carpenters and home builders awareness on disability while rebuilding.

PDF could communicate list of persons with disabilities in each community, for Shelter Cluster partners to identify potential beneficiaries if capacity to implement their programme.

**Action point 4:** Shelter Cluster partners could access on request list of people with disability by contacting Kata Tawake from Pacific Disability Forum on [kata.tawaka@gmail.com](mailto:kata.tawaka@gmail.com) or [manager@pacificdisability.org](mailto:manager@pacificdisability.org)

### ▪ Koro update

- Shelter assessment and response plan.

Chris Howe, Shelter Cluster Fiji technical coordinator went in Koro from Saturday 9 to Tuesday 12 July:

- 14 villages visited
- 6 assessed for building back safer training, to support IOM and FNU
- Coordinated with District Officer

### Key findings:

#### 1. Help for Homes material:

- Further materials arrive on Saturday, July 16<sup>th</sup>.
- Still quite a small % of the total ordered, with only a few houses in each village completely supplied.
- All materials covered, with no evidence of cement being exposed.
- Building is now commencing, with several house started in each village.

#### 2. Strong community spirit :

- Each village ready to start building. Well organised teams already clearing and setting out.

- Temporary accommodation is generally well built and tarps and tents in good condition.

### 3. Assets for a successful shelter response :

- Well organised community structure with adequate skills to implement a building program.
- Build Back Safer training programs.
- Large quantities of timber available if more mills were available.
- Needs screens for sand & gravel on the island.

### 4. Problems confronting a successful shelter response:

- Need Helps for Homes materials a.s.a.p.
- New tarpaulins might be needed for replacement or temporary roofing, if late arrival of roofing material.
- Relocation sites need to be negotiated and mechanically cleared to avoid rebuilding in very vulnerable sites.
- All orders seen so far have short ordered hurricane strapping.
- Coordinate training with rebuild, which includes generator and power tools.

### 5. Action taken to prepare building back safer technical training on Koro:

- ✓ 10 carpenters/builders chosen from 12 villages so far.
- ✓ Beneficiary of training house chosen in each village.
- ✓ Villages agree to clear site/ set profiles and dig holes for stumps.
- ✓ Many villages to provide timber for toilets, which will be included with training.

## Shelter Cluster response plan for Koro.

Following Shelter Cluster response plan has been presented, discussed and endorsed during Shelter meeting, briefing with Shelter Cluster Lead Mr Bola Kolinio, and with PS MRD&NDM Mr. Meleti Bainimarama :

### Shelter Cluster proposed response plan for Koro - Emergency component (objective 1)

- *Assessment and distribution on current emergency shelter & NFIs needs, through tarpaulins provision, to replace worn out items and to cover leaking tents.*
- ✓ DO estimated that at least 100 tarps would be needed (4 to 6 households by village/settlement).
- Shelter Cluster partners to assess and distribute

### Shelter Cluster proposed response plan for Koro - Support to Self Recovery (objective 2)

- Need to support communities with building back safer for them to make best use of the material they will receive, to make their shelter stronger and communities more resilient.

- *Supporting communities carpenters and non skilled workers to be trained in Building Back Safer in the 14 villages and 2 settlements. Proposed timeline; 12<sup>th</sup> July to 20<sup>th</sup> August*

**3. Tech update:**

- **Rapid Tenure Assessment Guidelines for post-disaster response planning**

These Guidelines are designed to assist assessment of a country’s housing, land and property sector, to ensure a more equitable, informed and consequently sustainable shelter response.

**Action point 5:** Rapid Tenure Assessment Guidelines to be circulated to partners.

- **Buiding Back Safer framework:**
  - ✓ To inform SC strategic Objective 3 (Technical support)
  - ✓ To ensure that there is a coherent approach towards strengthening Building Back Safer approach for humanitarian actors working with the Fijian Government
  - ✓ To inform and support SC partners activities
  - 1. BBS principles in Fijian context.
  - 2. Designing and Building a structure to BBS principles.
  - 3. Awareness towards BBS.
  - 4. Training towards BBS.
  - 5. Contact list on partners and institutions.

The first initial draft will be circulated to all partners with these minutes. As the document is based on articles that could be used separately if needed, it’s important for partners to send comments on existing ones, but also on the ones that felt missing. Partners agreed to send their comments in one week, for SCT to consolidate and circulate new draft for endorsement during next meeting.

**Action point 6:** BBS framework DRAFT to be circulated to partners, for review, in order to have the new draft redy for next Shelter Cluster meeting.

**AOB – None**

**Notes, Decisions, Issues**

Topic


Action Items				
Action		Owner	Due Date	
<b>Action point 1:</b> Partners to contact Ryan if they need inputs on IM side on the coming 10 days.		Partners		
<b>Action point 2:</b> SCT to present revised Lessons Learned table, to be included in the 2 pager for NDMO workshop.		SCT	ASAP	
<b>Action point 3:</b> SCT to work on the CPM report, in parallel of Lessons Learned' one.		SCT	First half of August, to include NDMO LL perspective	
<b>Action point 4 :</b> Shelter Cluster partners could access on request list of people with disability by contacting Kata Tawake from Pacific Disability Forum on <a href="mailto:kata.tawaka@gmail.com">kata.tawaka@gmail.com</a> or <a href="mailto:manager@pacificdisability.org">manager@pacificdisability.org</a>		Partners and SCT	As required	
<b>Action point 5:</b> Rapid Tenure Assessment Guidelines to be circulated to partners.		SCT	ASAP	
<b>Action point 6:</b> BBS framework DRAFT to be circulated to partners, for review, in order to have the new draft redy for next Shelter Cluster meeting.		SCT and partners	Circulation of the DRAFT ASAP – Review comments- Thursday 28 COB	
Next Meeting				
Date:	02/08	Time:	10AM	Location: Dept. of Housing, FFA House
Objective:				