



Sub-National Shelter Cluster Northern Donetsk

Shelter Coordination Meeting | Severodonetsk

27th January 2017

11:00-13:00

UN HOUSE, Severodonetsk

27 января 2017 г.

11:00-13:00

Офис ООН, г. Северодонецк

Minutes of the meeting

Present: Shelter Cluster, ADRA Ukraine, NRC, DRC, ICRC, UN OCHA, OSCE, Lugansk Sector of the Ministry of Temporarily Occupied Territories, Mercy Corps

Agenda:

1. Roundtable introduction
2. Review of previous meeting decisions- Referrals, Cash questions, Coordination
3. IM Updates: Damage Database, 5W and year in review, and Presentation of Current Winterization Coverage Map
4. Updates on Technical Working Groups- HLP, Permanent Housing and Durable Solutions
5. Presentation of Guidance on Monetization in the Shelter/NFI Humanitarian Response
6. Updates from partners- Partners
7. AOB and Wrap Up

ITEM	ACTION / DECISION	ASSIGNED TO	DUE DATE
1.	Partners to provide feedback on the Cluster recommendations about cash assistance	Partners	Feb 15 2017
2.	To working on easier process to find duplicates in databases before sharing the database widely with stakeholders.	Shelter Cluster	Ongoing
3.	Partners to make data entry into Ukrainian in the Damage Database prior to submitting it to Partners	Partners	Ongoing
4.	Cluster seeks submission from partners on 5W, partners to submit to national cluster 5W reporting.	Partners	Feb 20 2017
5.	To update new acts of destruction and ensure that houses repaired by humanitarian responders are among authorities' lists of affected population.	Subnational Cluster, Oblast authorities	Conversation Ongoing 1st 2 quarters of the year
6.	The cluster will inform agencies about when TWIG field meetings are planned in Sieverodonetsk.	Subnational Coordinator	Feb 20 2017
7.	On social housing: The HLP Working Group will analyze the legal question, while protection cluster will analyse vulnerability categories and beneficiary selection. Partners to provide updates: link here	Partners	Ongoing
8.	Shelter Cluster to circulate Russian version of the Guidance on Monetization in the Shelter/NFI Humanitarian Response as soon as it becomes available.	Shelter Cluster	Before next cluster meeting



ITEM	ACTION / DECISION	ASSIGNED TO	DUE DATE
9.	Shelter Cluster would like to work closer with Cash Working Group to make a request how to improve Guidance on Monetization in the Shelter/NFI Humanitarian Response	Shelter Cluster	Before next Cluster meeting
10.	To give feedback of the Guidance on Monetization in the Shelter/NFI Humanitarian Response	Partners	By end of next week
11.	To have more meetings bilateral between partners to coordinate their work and assistance to beneficiaries and to compare lists of beneficiaries.	Partners	Ongoing
12.	To refer NRC activity in WASH sector to WASH Cluster Coordinator	Subnational Coordinator	Before next Cluster meeting
13.	To meet with ICRC WatHaB Department in Sieverodonetsk to get new numbers for shelter program	Subnational Coordinator	Done
14.	To inform ICRC distribution of hygiene kits in villages to WASH Cluster.	Subnational Coordinator	Before next Cluster meeting
15.	ADRA to report in 5W their coal distributions.	ADRA	Done
16.	Mercy Corps should complete assessments and inform cluster if they are able to cover repair works referred from OSCE. Those they are not covering can be referred to other humanitarian agencies.	Mercy Corps	Ongoing

1. Roundtable introduction

- All partners have presented themselves in roundtable format.

2. Review of previous meeting decisions- Referrals, Cash questions, Coordination

The following points of the previous Shelter Cluster Meeting were briefly discussed:

- At the last meeting, the Cluster presented the interactive Winterization map and today **Shelter Cluster** will present the final version of the maps. Maps were prepared based on information submitted by the partners to November's 5W. Similarly, over the course of the last few months, the Cluster has received questions and requests for guidance about the implementation of this year's winterization program. Primarily in Luhansk GCA, the questions referred to provision of winterization assistance through monetization.

- Actors may provide different amounts of cash assistance. The amount of money depends on type of assistance. Prices in the guidelines were indicative. However, without quality monitoring and evaluation cash assistance may not lead to proper results. Partners need to use the Cluster recommendations on these issues.

- For example, amounts that partners choose must be based on procurement, the guidelines, and the need. Some items such as insulation may be more expensive. **Shelter Cluster** recommends size of cash grants according to market prices and beneficiary needs. If there are items that are radically different from the indicative prices found in the guidelines, partners should get in touch with the latest price monitoring on this situation.

- **Shelter Cluster** received referrals throughout this past month, mostly from OCHA and the authorities about items that partners had already covered in their programs over the last month. This shows great results in Luhansk Oblast in terms of beneficiary targeting on behalf of cluster partners. Especially for winterization, the concern for IDPs residing in communities further away from the contact line was raised when winterization planning began in June. Partners had programs that were targeting



those needs as well. Increasingly when receiving these referrals, the Cluster is also checking with government authorities to check their capacity to respond. This adheres with the Transition Plan of the cluster for this year. If the situation remains as this, the cluster may only last for one more year, so it is important to share coordination on referrals with authorities.

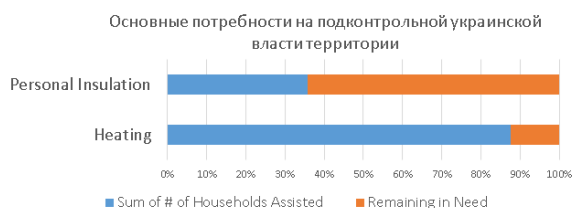
What	Action Point
Actors make provide different cash assistance	Partners need to use the Cluster recommendations on these issues.

3. IM Updates: Damage Database, 5W and year in review, and Presentation of Current Winterization Coverage Map

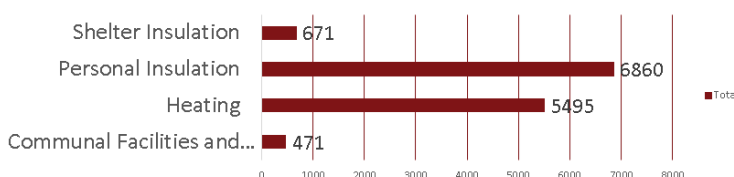
- In Lugansk oblast – 671 households were assisted with shelter insulation and 6860 with personal insulation assistance. Heating activities had the largest coverage: NRC, UNHCR and ICRC made a huge distributing of fuel for 5495 households and made a gap analysis.
- Most of winterization assistance planned and ongoing has been distributed for this year. It was asked if partners had plans to continue winterization support activities in the coming months. For example Mercy Corps plans to distribute 5000 additional cash grants for winterization NFIs. ICRC just finished coal distribution (2,600 tons) and 3000 m2 of firewood for 300 households, and made cash assistance for shelter mostly on contact line; they will show monitoring updates before next meeting. UNHCR is still working to complete their coal distributions.

Подготовка к зиме

<https://www.sheltercluster.org/GCAwinterization>



Количество семей, получивших помощь в Луганськ области

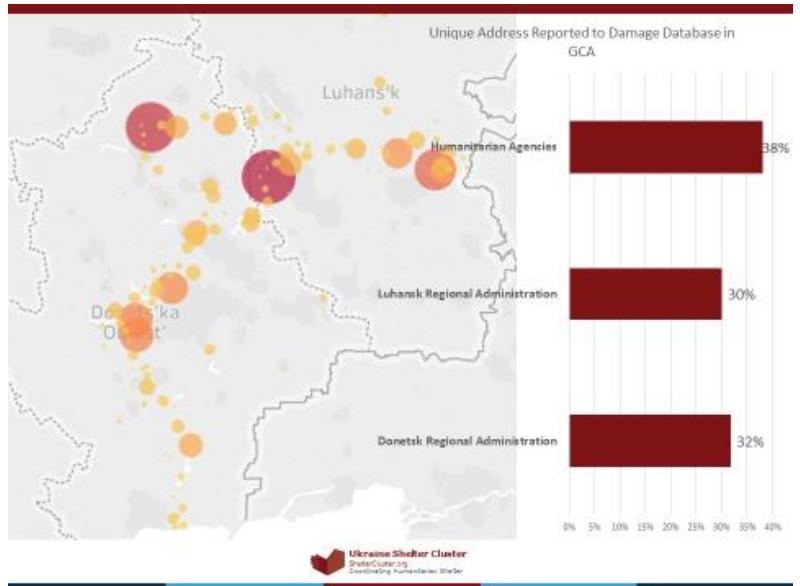


- **Subnational Coordinator** provide a statistical analysis of the information submitted thus far to the Damage Database. The Cluster showed a map of the difference between the addresses provided from the Oblast Authorities since the database began in February 2016 and the repair works that had been submitted by various agencies.



- **Subnational Coordinator**

explained that the cluster is doing a reconsolidation with the first databases submitted in February 2016 with the humanitarian shelter addresses submitted throughout the year. Subnational Coordinator will follow up with agencies bilaterally to update their report submissions to the Damage Database. The Cluster will need to work close with oblast administration to update acts of destruction in order to reflect the repairs that humanitarian agencies have carried out over the past 3 years. The fact that humanitarian agencies have covered addresses not yet found on the oblast's list of damages is reflective of the need to ensure that housing, land, and property rights are maintained, as the database can be used in planning and delivery of longer-term solutions such as compensation from the Government.



- According to the damage database, we can see humanitarian concentration and coverage of the damages that were reported. **Subnational Coordinator** noticed that the damage database's limitation is that it will not have 100% coverage of all damages and repairs. A unique identifier can be assigned for each address to reflect that perhaps one agency may repair windows and then another will come to repair a roof, one organization gives materials and another distributes cash assistance, or one agency does subsequent repair works from one year to the next.

- As part of transition, the damage database will be handed over from the Cluster to Government authorities in the end of this year. So this year **Shelter Cluster** will closely work Government to make sure that information at local level about repairs and outstanding damages are reflected. Similarly, the database will have to be made in an easier to use tool enabling other stakeholders at government level to use the database in the years to come.

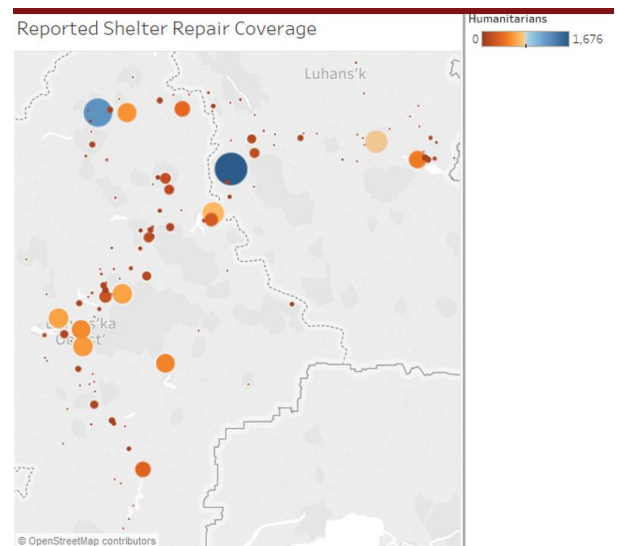
- The cluster also recommends that if your agency assesses a house and finds that it is not inhabited that you share those updates with the cluster. Sharing the address will help with coordination and in knowing the status of that house after the crisis.

- **Shelter Cluster** wants to make an easier process to find duplicates in databases. Due to changes of street names and village names there a lot of work with data cleaning. The cluster team is working on this before sharing the database widely with stakeholders.

- Sometimes **Subnational Coordinator** received many English addresses – please send it in Ukrainian language to make faster reconciliation with all entries to the database.

- **Shelter Cluster** proposed data entry equipment with KoBo or some other tools to make it easier for partners to submit all information required for each entry into the Cluster.

- A question was asked on how often partners should submit to the database. **Shelter Cluster** answered that reports are being made on an ad-hoc basis. A regular entry and update through Kobo or setting a date for new submissions may facilitate more regular and fuller reporting on behalf of agencies easier. **Subnational Coordinator** noticed there are difference between haw many people registered in





apartment and actually live there, but because not all agencies are reporting to this category it makes conclusions on this difficult. Sometimes if you are having more detailed information, writing it in the comments column of the database could help the cluster in understanding the dynamics. One idea shared by a partner in a bilateral meeting is to provide a column on whether an agency plans on implementing repairs at this address and by when they plan on doing that. While the tool's ultimate goal is handover to government, making ownership of the database and enabling agencies to do the booking in this way could also encourage reporting. While participants to the meeting viewed this favorably, Subnational Shelter Cluster Coordinator reminded agencies that official "booking" happens

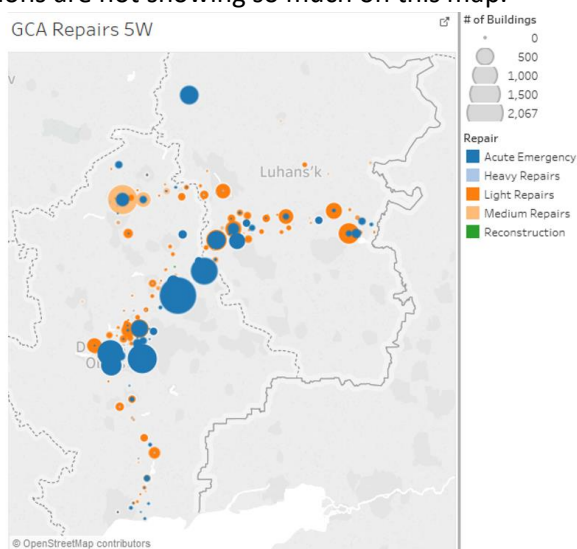
- If the agencies have checked HLP documents and addressed those challenges if they so exist.
- If the agencies have already down a BoQ on that address.
- If you compare the repairs submitted to the damage database with those submitted to the 5W

you can see a greater amount of coverage. Repairs reflected here include acute emergency, hard repairs, light, repairs, medium and reconstruction. Reconstructions are not showing so much on this map.

• **Concerning 5W reporting, the Subnational Coordinator** is working with National Cluster Team to produce a report about all forms of assistance provided in 2016. It also include winterization and a review of different coordination tools such as education database, which several agencies submitted to over the last year. 5W report submissions should resume regular reporting time frame in February. Kostya will get in touch with agencies for collection of inputs.

• **Mercy Corps** ask a question: who makes heavy repair in Lugansk oblast? **Subnational Coordinator:** it is NRS, ICRC.

• For the 5W partners can see interactive map on the cluster website. It is an easy way to communicate between partners and donors. Everybody can see where agencies work, type of their programs and how many people receive assistance.



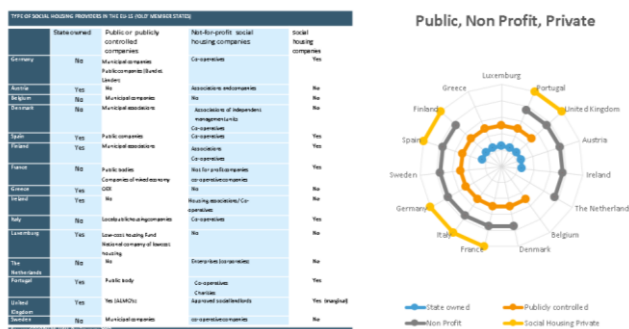
What	Action Point
Shelter Cluster wants to make easier process to find duplicates in databases. Due to changes of street names and village names there a lot of work with data cleaning.	The cluster team is working on this before sharing the database widely with stakeholders.
Sometimes Subnational Coordinator received many English addresses.	Action point for partners as a reminder prior to submissions to ensure that data is submitted in Ukrainian.
Several agencies submitted to over the last year. 5W report submissions should resume regular reporting time frame in February. Cluster will get in touch with agencies for collection of inputs.	Cluster seeks submission from partners on 5W, partners to submit to national cluster 5W reporting.
Consultation with regional power about updating acts of destruction	Subnational Cluster to follow up with Oblast authorities to update new acts of destruction and ensure that houses repaired by humanitarian responders are among authorities' lists of affected population.



4. Updates on Technical Working Groups – HLP, Permanent Housing and Durable Solutions

• There are two working groups supported by **Shelter Cluster**. One of them is Housing, Land and Property WG (lead by NRC) and **Subnational Coordinator** participated in a strategic meeting with them in Kiev to discuss the priorities for this year’s HLP work plan. There are 4 priority themes: training (similar to the one that was provided in December) about HLP which was helpful in guiding engineers to not only think about repairs but also about the associated property rights that may be required in such conflict settings, social housings, compensation and occupation of military housing (WG prepare 3 factsheets on this issue). Subnational Coordinator informed that field meetings will resume, giving the agencies in the field a chance to participate and the cluster will inform agencies about when those meetings are planned in Sievierodonetsk.

Different Countries, different cultures, different models



Targeting Beneficiaries, different models

TABLE 3. Social housing models based on allocation

Universal Model	Generalist Model	Residual Model
Allocation		
<ul style="list-style-type: none"> Open to the whole population (subject to registration on the social housing waiting list) 	<ul style="list-style-type: none"> Vulnerable households Special groups Households below defined income thresholds 	<ul style="list-style-type: none"> Vulnerable households Special groups (e.g. refugees, asylum seekers, disabled, mentally challenged, substance abusers, etc.)
Allocation		
Enable access to decent housing for all	Respond to difficulties in accessing the housing market	Respond to the population excluded from the housing market

Challenges in UNECE region:

Lack of accessible housing supply and increased needs (conflict accentuates this)

Source: Ghelère, 2007.



• Social Housing means different things to different people depending on the country where they live. Projects can be State, Public, Privately and Non-Profit managed. As humanitarians, social housing projects are a priority for IDPs, but also here in Lugansk oblast there are other categories of people in need of such assistance. There is a project in Sievierodonetsk as we discussed on last meeting and it will be good to meet with local authorities to discuss it too.

- Before the crisis in Ukraine was widespread common model of Permanent Housing for people, 1.39 million of people living there waiting for better access.
- Before the crisis began, access to adequate housing in Ukraine was a challenge with 1.39 million people found on a government list for better housing. The crisis has worsened this situation. Since November when the last working group meeting was held, 3 large areas of investigation were launched. First of all, the Shelter Cluster would be working with partners on aspects of technical construction in terms of which cases new constructions are appropriate for or whether renovations can be done. The HLP Working Group will analyze the legal question, while protection cluster will analyse vulnerability categories and beneficiary selection. The next meeting will be held in the middle of February. Partners are invited to provide information on any of these categories. A public dropbox link has been created, so you can upload data on this folder.



- The plan for Permanent Housing and social housing pilot project is for humanitarian agencies and possible development actors to work closely with government authority. For example, there is a pilot project interested by donors to support.

What	Action Point
Subnational Coordinator informed that field meetings will resume, giving the agencies in the field a chance to participate.	The cluster will inform agencies about when those meetings are planned in Sieverodonetsk.
The HLP Working Group will analyze the legal question, while protection cluster will analyse vulnerability categories and beneficiary selection. Partners are invited to provide information on any of these categories.	A public dropbox link has been create. Partners to provide updates: link here

5. Presentation of Guidance on Monetization in the Shelter/NFI Humanitarian Response

- **Shelter Cluster** presented the Guidance on Monetization in the Shelter/NFI Humanitarian Response in Ukraine, which makes standardization of types and amounts of assistance, advice about good monitoring, terminology and other aspects of cash assistance. The Russian version of the Guidance will become available for field teams to use the guidance in their work.

- Conditional cash means when somebody needs to do something or fulfill certain requirements to receive the cash. A good example is cash for work (The beneficiary does repairs and the organization gives money for materials). Placing a restriction on the use of cash means: for example, there is a program for winterization and organization gives money for restrictive use of giving materials. The terminology used in the Guidance taken from the Global Cash and Learning Partnership

- The Guidance provides information about modalities, attempts to clarify some of the confusion that exists with respect to terms, and how to monitor the Shelter Cluster specific activities.

- **Shelter Cluster** created a table, which will help the partners to choose when and how to monetize Shelter and NFI assistance and what information is needed to improve monitoring and evaluation.

- **The guidance also provided an overview on** Ukraine’s government-related housing programs and subsidies, because it is important not to make duplication between government and partner’s assistance. Therefore, when partners prepare a program, they need to think about the government’s role in social housing.

- In addition, Shelter Cluster put notes about corruption and Anti-Fraud. In light of recent events in 2016, donors are increasingly asking agencies to pay attention to such problems.

- One feedback provided by NRC on the guidelines concerned the taxation of humanitarian assistance. The question about taxation in cash assistance is more for Cash Working Group and **Shelter Cluster** would like to work closer with them to solve it and make a request to them on how to improve this Guidance.

What	Action Point
The Russian version of the Guidance on Monetization in the Shelter/NFI Humanitarian Response will become available for field teams to use the guidance in their work.	Shelter Cluster to circulate Russian version as soon as it becomes available.
The question about taxation in cash assistance is more for Cash Working Group and Shelter Cluster would like to work closer with them to solve it and make a request to them on how to improve this Guidance.	Shelter Cluster would like to work closer with Cash Working Group to make a request how to improve this Guidance.



Subnational Coordinator ask partners to give feedback of the Guidance on Monetization in the Shelter/NFI Humanitarian Response	To give feedback of the Guidance in terms of any other information they would like to have for their programming.
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6. Updates from partners – Partners

- **NRC:** During last month, Shelter Team finished all three projects: 62 houses with heavy repair and more than 2000 households on other projects. For the next year, they planned to work with SIDA, Pope For Ukraine and UNICEF in assistance for 700 households (light, medium repairs, 672 houses – heavy repair, 6 – corehouses). They are working in Popasna rayon, Stanitsa-Luganskaya rayon, Novoaydarsky rayon. **NRC** asked for more meetings bilateral between partners to coordinate their work and assistance to beneficiaries and to compare lists of beneficiaries. **NRC** implemented new forms for questionnaire in their work. According to UNICEF project, they assist to 1280 householder. 250 households resaved assistance in WASH.

- **ICRS:** Finished winterization assistance for last year: Shelter repairs have been done in Stanitsa-Luganskaya and in several villages on contact line. Distribution of hygiene kits in villages.

- **DRC:** Mostly work in Donetsk oblast, in Lugansk only in Tryohizbenka, Krimscoe, Nizhneteploe with only heavy repairs and reconstruction. NRC propose to DRC that NRC will make light and medium repair in that villages and NRC – heavy repairs and reconstruction. Subnational Coordinator said that it is important to continue bilateral coordination and that DRC will continue to update the cluster and relevant partners on their precise plans so as to avoid duplication in assistance.

- **ADRA German Project:** According to Shelter works only in Donetsk region, Lugansk oblast coverage is still in the planning stages. In Donetsk oblast it is light, medium, heavy repairs. Winterization: coal distribution was ongoing in Luhask and Donetsk oblast.

- **Mercy Corps:** Planned repairs for 302 households in Stanitsa-Luganskaya, Tryohizbenka, Voluyske, Popasna (one room for winter). Also, WASH projects.

- **OSCE:** Provide some referral forms about houses and sent it to UN OCHA, which referred it to Mercy Corps. Now they ask Mercy Corps some feedback by this information. Subnational Coordinator proposed next time to send such information to her for coordination. Mercy Corps should complete assessments and inform cluster if they are able to cover such repair works. Those they are not covering can be referred to other humanitarian agencies.

What	Action Point
More meetings bilateral between partners	NRC asked for more meetings bilateral between partners to coordinate their work and assistance to beneficiaries and to compare lists of beneficiaries.
Information about NRC activity in WASH sector	Subnational Coordinator to refer this to WASH Cluster Coordinator
ICRS have been done Shelter repairs in Stanitsa-Luganskaya and in several villages on contact line	Subnational Coordinator to meet with ICRC WatHaB Department in Sieverodonetsk to get new numbers for shelter program
ICRS distribution of hygiene kits in villages	Subnational Coordinator to refer this to WASH Cluster.
Report in 5W	ADRA to report in 5W their coal distributions.
Referral forms from OSCE	Mercy Corps should complete assessments and inform cluster if they are able to cover repair works referred from OSCE. Those they are not covering can be referred to other humanitarian agencies.



END

ANNEX:

03 February 2017

Drafted by Igor Moroz