

Shelter Cluster Meeting Minutes

Sindhupalchok - 12 August 2015 @ Survey office, Chautara

Cluster Lead: Sharad Mainali

District Focal Point: Keisuke Kamiya

Attendees: ACTED, architecture sans frontiers, ARSOW Nepal, Batase Foundation, Caritas Nepal, IOM, ISAP, Nepal Red Cross Society, Peace Winds Japan, Save the Children, UN-Habitat, UN-OCHA, World Vision,

Standing ACTION POINTS
<p>Agencies are reminded that they need to:</p> <ol style="list-style-type: none"> 1. submit weekly update of activities by every Thursday 5pm. 2. have signed MOU's with DDRCs for all work in VDC's 3. update DDRC regularly on progress against MOU's

1. Acceptance of the last meeting minutes	ACTION	
	Who	When
<p>Last meeting minutes (28th July) has been shared through email. No additional comment added during the meeting. Now available at: https://www.sheltercluster.org/hub/north-eastern-hub-sindhupalchok-and-dolakha</p>	-	-
2. CGI/Blanket/Tarpaulin Coverage	ACTION	
	Who	When
<p>Shelter Cluster is analysing coverage of shelter/NFI distributions at VDC level.</p> <ul style="list-style-type: none"> • CGI coverage map • CGI/Plastic Sheet/Blanket coverage matrix <p>were shared during the meeting. (https://www.sheltercluster.org/hub/north-eastern-hub-sindhupalchok-and-dolakha)</p>	-	-
<p>For reporting gaps in above analysis, update to Shelter Cluster by 5pm every Thursday.</p> <ul style="list-style-type: none"> • Reporting template: https://www.sheltercluster.org/sites/default/files/docs/reportingtemplate_sheltercluster_13.xlsx • Submit report: https://dbinbox.com/ShelterClusterNepal 	All cluster Partners	Every Thursday 5pm
3. Temporary Site Assessment	ACTION	
	Who	When
<p>List of spontaneous sites are shared from CCCM Cluster. CCCM continues to identify emerging sites and update assessment reports (Displacement Sites Cluster Needs as of 11Aug15.xls). For detailed site reports corresponds to each line, to contact: thsinkovits@iom.int</p>	-	-
4. Assessment Tracker	ACTION	

	Who	When
OCHA assessment unit is tracking assessments conducted by agencies to identify remaining humanitarian needs. Knowing that partner agencies conducted various purpose of assessments, partners are requested to share reports to OCHA through kkamiya@iom.int .	All cluster partners	As soon as possible
5. Winterisation Needs	ACTION	
	Who	When
Shelter Cluster launched winterisation working group. Guidance and specifications will be shared by the end of August.	-	-
Shelter Cluster requests partners to share winterisation assessment. This is to inform the working group with district specific needs (where (VDC) and what item), and then will inform donors and agencies on recommended packages and approximate costs.	All cluster Partners	As soon as conducted
Tools for Winterisation Survey and the Market Availability Assessment for winterisation items are available at: https://www.dropbox.com/sh/994b4fz3xoi6qik/AABmGzuqU8KRijWod3e4BGB-a?dl=0	-	-
6. Technical Update	ACTION	
	Who	When
Useful presentation to understand what building fell down and why, and what to know prior to reconstruction. <ul style="list-style-type: none"> Success and Failure of Nepalese vernacular stone and mud houses (Download: http://bit.ly/1MikTQR) 	-	-
Shelter cluster is now finalising Key messages on: <ul style="list-style-type: none"> Improving Temporary Shelter Build Back Safer 10 Key Message Safe Demolition/Material Reuse Draft ver. of Key Messages can be found in the presentation: https://www.sheltercluster.org/sites/default/files/docs/sc_kathmandu_august_5_draft_so_small.pdf The aim of these IEC material is: <ol style="list-style-type: none"> Getting all agencies to agree the same messaging Agencies can use this as a basis for developing their training material and other technical support Note: This is just the initial sensitisation, and does not replace real training and technical support done by agencies.	-	-
7. Towards Cluster's Transition	ACTION	
	Who	When
Cluster's emergency phase will be ending in September. There will be required cluster's transition to respond to next phase, namely for recovery and reconstruction. Cluster's transition plans and remaining humanitarian needs to be addressed by the end	All cluster partners who will	

<p>of August.</p> <p>In this regard, all partners are requested to input 2 matrices (comments in track changes) with district specific concerns:</p> <ul style="list-style-type: none"> • residual humanitarian needs • transition planning <p>to send to kkamiya@iom.int (District Focal Point)</p> <p>DFP to compile comments and to input OCHA with district level plans.</p>	<p>continue shelter activities in Sinduhpalchok.</p>	<p>By 22st Aug.</p>
<p>Agency to submit work plan for post emergency phase. Including</p> <ul style="list-style-type: none"> • what activity (Distribution, winterisation support, recovery support, training) • where (VDCs) • expected periods of activity <p>Submit to district focal point (kkamiya@iom.int). (Deadline: 22nd Aug. 2015)</p> <p>District focal point to compile agencies' work plan to inform the Cluster transition plan.</p>	<p>All cluster partners who will continue shelter activities in Sinduhpalchok.</p>	<p>By 22th Aug.</p>
	<p>DFP to compile submitted work plans.</p>	<p>By 24th Aug.</p>
NEXT MEETING		
9:30, Tuesday 25th Aug. at Survey Office, Chautara.		

Contact Numbers:

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