



Emergency Shelter/NFI Cluster Meeting

29th August 2016

10:30-13:00

UNHCR Office (16, Lavrska St., Kyiv)

29 серпня 2016 року

10:30-13:00

Офіс УВКБ ООН (вул. Лаврська, 16)

Agenda

1. Introduction, presentation of participants, 5 min – Igor
2. Review of the previous meeting decisions, 5 min – Angelina
3. Update on recent 5W, Factsheet, 5 min – Angelina
4. Winterization Draft Guidelines Presentation and Partner Discussion/Questions – Igor/Renee
5. Subnational Updates (Cooperation between oblast authorities and partner updates for damage database, next meetings) 10 min – Renee/Igor
6. Updates from Participants, 15 min
7. AOB, 5 min

ACTION POINTS

ACTION POINT	BY WHOM	BY WHEN
Shelter Cluster to update Collective Centres Database	Cluster Coordinator	TBD
To update Admin 4 names because of the rename of cities and villages in 5W	Cluster Coordinator	Next Cluster meeting
Shelter Cluster to amend Ukraine Shelter/NFI Cluster Winterisation Recommendations 2016-2017 according to comments received from participants of the meeting	Cluster Coordinator and Cluster Team	DONE and is available at: https://www.sheltercluster.org/sites/default/files/docs/ukraine_shelter_nfi_cluster_winter_recommendations_2016-2017_final.pdf
To assist with preparation of leaflets on subsidies access to distribute in conflict-affected areas	Subnational Coordinator and Team	October, when new legislation is announced
Shelter Cluster to contact Ministry of IDPs on TOT to get access to information on changes in providing subsidies	Cluster Coordinator	ASAP
To follow up on status of partnership with Donetsk	Cluster Coordinator	Before next meeting



regional authorities with Cluster lead agency		
To revise cost for room repairs including basic insulation (ceiling or floor) and windows	NRC	Before next meeting
To present PDM report on Winterization	NRC	Next Cluster meeting
NRC to share their lessons learnt documents to be included as Annex 4 in the Winterisation Guidelines	NRC	DONE and included in abovementioned Winterization Recommendations 2016-2017
Shelter Cluster to summarize actual discussion on contingency in a brief note	Cluster Coordinator	Before next meeting

Present: NRC, Shelter Cluster, UNHCR

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

Previous meeting took place on 25th July 2016 and agenda items were followed up accordingly.

ACTION POINT	BY WHOM	BY WHEN
Raise the issue of Inter-Cluster vocabulary with translation of key words at the next ICG	Shelter Cluster	DONE
Share updates of 5W or request 5W form in case it was not sent	Partners	DONE
Send out invitations for the second profiling TWiG meeting, together with agenda and protocol of the 1 st meeting	Shelter Cluster	DONE
Sub-National Shelter Cluster to contact partners (ADRA, PIN, DRC) in the field to split work in Donetsk region for CCs survey	Sub-national Cluster	DONE
Sub-national Cluster to continue update of the Damage database, also sharing education and health care facilities	Sub-national Cluster	Ongoing
Shelter Cluster to follow up on status of partnership with Donetsk regional authorities with Cluster lead agency	Shelter Cluster	Ongoing
Winterization TWiG to continue work on preparing guidelines and consolidating lessons learnt from 2015/2016 winter.	Sub-national Cluster	DONE



Shelter Cluster to share raw data and questionnaire on request	Shelter Cluster	DONE
Shelter Cluster to do detailed analysis of REACH data, Mapping for winterization	Shelter Cluster	DONE

Agenda item 3. Update on recent Cluster Factsheet, 5W

Shelter Cluster updated 5W for last month. During the next week partners will receive reminders about August update.

In September Cluster will update Admin 4 names in order to bring database localities in compliance with newly accepted changes in legislation in terms of villages and cities names.

What	Status	Ways Forward
Shelter Cluster to update Admin 4 names in compliance with new legal names for villages and cities	Ongoing	Shelter Cluster to share by the end of September and include in the October call for 5W

Agenda item 4. Winterization Draft Guidelines Presentation and Partner Discussion/Questions

The Draft of Ukraine Shelter/NFI Cluster Winterisation Recommendations 2016-2017 was presented for final review during the meeting. It consists of main part and 3 Annexes:

- **Annex I Lessons Learned from 2015-2016** describes consultations with Shelter/NFI partners and government stakeholders;
- **Annex II Lessons Learned from 2015-2016** includes experience from last year and prescribes specific recommendations and response to advanced planning, stock for emergency referral, NFIs, fuel, monetization;
- **Annex III Price of electricity and calculation** provides information of price of electricity depending on the category of affected population.

The Draft of Ukraine Shelter/NFI Cluster Winterisation Recommendations 2016-2017 includes categories of affected population and their needs formulated in 3 sub-themes, which were presented in Northern Donbas Sub-National Cluster Winterisation Recommendations 2015-2016. They are:

- 1) personal items
- 2) fuel and heating
- 3) shelter insulation.

After extensive field consultation, a **4th sub-theme** related to infrastructure and to the living of individuals in social institutions was added.

It was also noted that in HRP 2016 activities of insulation and shelter repairs were separated. Following field consultation, it is obvious that for 2017 prices and repairs activities should be updated and merged together.

Cluster Coordinator stated that Shelter Cluster and partners should also work with donors and development actors to facilitate complimentary relief and recovery efforts given that the situation in Northern Donbas GCA is more advanced than in previous winter, while humanitarian needs were very acute in front line and NGCA communities. The point is to specify a wide group, generalize the affected population and then agencies according to their mandate will decide what category is more vulnerable. Moreover, in the perspective of decreasing availability of funds, the donor community will probably want to know where funds, which will be translated for winterization, are invested and key personal items according to their key needs. This is further complicating the provision of aid to collective centers in Donetsk Oblast GCA. It was also mentioned that for GCA, monetizing assistance is still considered as a preferred option where and when it is possible.

Needs of affected population vary from different parts of conflict-affected regions. For example, there is no point to deliver coal to Luhansk NGCA, because this area is rich in coal resources and de facto authorities could provide it based on vulnerabilities. Therefore, the Guidelines is divided into 4 regions: Northern Donbas GCA, Southern Donbas GCA, Luhansk NGCA and Donetsk NGCA.

As a linkage to other main clusters, Food Security Cluster as well as Protection Cluster will be the object of a particular liaison through referral sharing system.

It is important to know the size of clothes and shoes supplied to affected population, because there were cases, when people returned winter jackets not of their size. For this purpose, and as a sample of the best practice, partners may contact director of school to know the size of clothes and shoes for pupils, while in GCA areas partners were implementing cash or voucher programs to better enable the population to select their own preferences.

NRC informed that fuel briquettes production is piloted in GCA now with potential to introduce this crosscutting intersectoral and livelihood activities in NGCA next year. NRC presented the results of their pilot program with participants at the first participation meeting held on the 23rd June 2016 (please see the meeting minutes in English and Russian here: http://sheltercluster.org/sites/default/files/docs/minutes_winterisation_meeting_northern_donbas_2016-23-06v2.pdf and http://sheltercluster.org/sites/default/files/docs/minutes_winterisation_meeting_northern_donbas_2016-23-06_rus.pdf). Similarly, assistance can be merged with livelihood activities. It was also mentioned that partners can organise small workshops to produce windows and pay for labour partially with materials.

Further NRC informed about their willingness to share a detailed report related to technical specification of fuel and particularly coal supply.

As participants mentioned, the frequency of shelling is increasing along the contact line, it was précised that the stock for emergency referral should be prioritised during the winterization period. Cluster coordinator informed that a twofold approach are coexisting with each other, they are: a) a contingency plan ruled on inter cluster level and triggered according pre-defined scenario and b) the regular minimum stock for winterisation referral.

What	Status	Ways Forward
Shelter Cluster to amend Ukraine Shelter/NFI Cluster Winterisation Recommendations 2016-2017	DONE	Available at https://www.sheltercluster.org/sites/default/files/docs/ukraine_shelter_nfi_cluster_w



according to comments received from participants of the meeting		inter recommendations 2016-2017 final.pdf
Shelter Cluster to contact Ministry of IDPs on TOT to get access to information on changes in providing subsidies	ONGOING	Shelter Cluster to share information on changes in providing subsidies as soon as possible
NRC to revise cost for room repairs including basic insulation (ceiling or floor) and windows	ONGOING	NRC to share information on revised cost for room repairs including basic insulation (ceiling or floor) and windows before next Cluster meeting
NRC to share their lessons learnt documents to be included as Annex 4 in the Winterisation Guidelines	DONE	Included in Winterization Recommendations 2016-2017 as Annex 4
Cluster Coordinator to summarize actual discussion on contingency in a brief note	ONGOING	Cluster Coordinator to share a brief note the results of actual discussion on contingency at next Cluster meeting

Agenda item 5. Subnational Updates (Cooperation between oblast authorities and partner updates for damage database, next meetings)

In perspective of the introduction of government energy subsidies for the most vulnerable segment of the population, Donetsk oblast administration –GCA - requested the Shelter Cluster to prepare up to 30 000 leaflets in order to raise awareness of affected population about conditions and access to subsidies.

The leaflets would be able to be produced in October, as Oblast authorities have informed the subnational cluster that new legislation is being developed to support the delivery of this assistance. The Oblast authorities are committed to communicate their coverage of subsidies, so that it can be mapped on the Winterization Matrix with other humanitarian partners to show their joint approach to meeting humanitarian needs

According to Damage Database, there are approximately 20 000 entries, around 11 000 of which were provided initially by Luhansk and Donetsk authorities, other were added during compilation of feedback from partners. In September, Shelter Cluster is going to make extracts from Damage Database to share it on the district level for the last verification foreseeing in assessment cycle.

Agenda item 6. Updates from Participants

During the meeting the following updates from Participants were presented:

UNHCR	UNHCR is working on implementation of its program and may be late with completion due to delayed delivery of suppliers; The program “Improvement of access of children with disabilities to recreation activities” was established in Kyiv region together with Disability Mission. It provides creation of elevator and library for children with disabilities as well as of training center for teachers, who will teach children with disabilities);
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	<p>A program approved by the Disability Mission in Odessa prescribes creation of community center for persons with disabilities and both for IDPs and refugees; The program “Improvement of material and technical basis” in Odessa region provides the creation of Summer camp for ethnic minorities.</p>
NRC	<p>NRC have made heavy repairs of 10 houses. It is shifting to the cash-based modality, where it possible. NRC has helped 14 families by providing shelter insulation and fuel. All of them are located in villages along front line;</p>

Next Cluster meeting in Kyiv to be held on September 2016 at 10:30, the same location.

Drafted by Hanna Yizhak
Kyiv, 9th September 2016