

## T5 SHELTER CO-ORDINATION MEETING

- 27 February 2014, 13:45, UNHCR Tripoli Office -

### MINUTES OF THE MEETING

List of Participants					
Organization	Area of responsib. / Title		Name	Email / Phone number	
UNHCR	LEB	Shelter Sector Lead	Mohamad Mukalled	71 911382	mukalled@unhcr.org
Save the Ch.	T5	Shelter Co-ordinator	Valentina Bidone	70 735281	valentina.bidone@savethechildren.org
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UNHCR	T5	Protection Officer	Carolina Mateos	76 421610	mateos@unhcr.org
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UNHCR	T5	Shelter Expert (chair)	Andrea Parisi	71 910612	parisi@unhcr.org

Agenda
<ol style="list-style-type: none"> <li>1. Communications</li> <li>2. Mapping and Master Lists update (Solidarités International)</li> <li>3. Management of CICS (NRC)</li> <li>4. 3W Matrix for T5</li> <li>5. Partners' activity progress update (focus on winterisation)</li> </ol>

1. Communications; Questions/Answers
<p>&gt; Mohamad Mukalled: renewed invitation for all the field working groups to have a joint lead for the co-ordination meetings. The co-lead can be multiple (more than one agency joining UNHCR at the same time) and can be on a rotational basis (turn-over every 4 or 6 months, as an example)</p> <p>DRC has expressed the interest to be the T5 shelter co-lead; Save the Children has offered to take over the co-lead from DRC, in the second "shift".</p> <p><b>Action Point:</b> &gt;&gt;&gt; DRC to propose ToR for their participation in the co-lead; to be discussed with UNHCR</p>

## 2. Mapping and Master Lists update (Solidarités International)

- > Mohamad Falah: Solidarités mapping team have attended one week ago a training on the use of the devices and the software.  
Devices and software are eventually available, and the actual start of the campaign is planned for the beginning of March. There will be two phases:
  - the first one will cover ISs, and is expected to be concluded within the first week of March. It is expected to be fast because a complete and reliable list of ISs in T5 is already available; Solidarités mapping team will mainly check the GPS co-ordinates and update figures (no. of HHs, no. of tents, name and contact of the focal person, etc.)
  - the second one will cover CSs, and is expected to start soon (not necessarily immediately) after the first phase, and be concluded before the end of March.

The support of the other shelter agencies is required: members of the working group will be requested to share with Solidarités, through UNHCR, all data in their possession related to collective shelters

**Action Point:** >>> Solidarités and UNHCR to decide the set of minimum info to be included in the mapping of CSs  
>>> UNHCR to circulate the request for all partners to contribute with available data

## 3. Management of CICS (NRC)

- > NRC Community Capacity Building Co-ordinator could not attend the meeting and brief the group on the outputs of the meeting on management of CICS (Collective and Informal Centres and Settlements) in T5; the briefing was provided by UNHCR Tripoli protection (Carolina Mateos)).  
NRC, DRC and Solidarités attended the meeting, organised by UNHCR.  
A table was drafted, with info regarding agencies' involvement in Wash, Shelter, establishment of management committees in CICS, Protection-case management.  
DRC mentioned the existence of a CS management unit, and expressed the availability to manage ISs as well.  
NRC mentioned the establishment of a Community Capacity Building team - linked to ICLA and Education projects - to build the refugees' awareness of their rights and their capacity to set up committees (women, men, youth, elderly, PWSN) for community based solutions, advocacy, action plans for general issues.

## 4. 3W Matrix for T5

- > The chairman presents a table which summarises the suggested subdivision of tasks among shelter agencies in the 6 districts of T5 (see table in attachment; with an amendment (in red) compared to the version presented during the meeting).  
The table is produced on the basis of inputs (plans for 2014, areas of interventions, preferred shelter options) provided by both Implementing and Operational Partners.  
It is intended to be a non-official monitoring tool, agreed with partners and open to revisions. The table should help clarify the responsibilities over the areas of operation (e.g., in case of a specific shelter need, in a specific area, the table should make clear which is the agency to be contacted first in order to respond to that need).  
Agencies have been requested to check the table and provide feedback. *Ad-hoc* meetings will be organised in order to solve ambiguities and clarify responsibilities.  
**Action Point:** >>> UNHCR to organise a meeting between NRC, Solidarités and DRC to discuss task-sharing in Minieh-Dennie and Zgharta.
- > For the sake of the co-ordination among actors, it is recommended to have similar tables also in other areas.

## 5. Partners' activity progress update (focus on winterisation)

### NRC

- > No specific winterisation activities. Cash for rehabilitation with UNHCR funds (2013 target) reached 195 units (out of 200).

### Coopi

- > Assessment is complete. Lists of potential beneficiaries ready to be discussed with Save the Children. Expat staff complete. Start of activities depending on signature of agreement with UNHCR.

**Solidarités International**

- > Shelter winterisation in T5 Informal Settlements is complete, including sites in Koura and Batroun. SI has covered more than 90% of the sites in T5. Other activities (rehab of SSUs and CSs) are ongoing normally.

**Save the Children**

- > Cash for rehabilitation continues. The previous target (90 units) has been reached and the new one is around 110.

**DRC**

- > 3 Collective Shelters (2013 target) available, for a total capacity of 123 HHs. Only one CS (48 HHs) occupied.

**URDA**

- > The Union of Relief and Development Associations is a consortium of more than 100 associations active in providing relief to refugees. It operates in Bekaa and Akkar - no activities in T5 - and has already established a dozen of "collective shelters" - some consisting of tents, some of containers, some of rooms in unfinished buildings - which are currently hosting more than 4.000 refugees.

**Annexes**

Annex 1 - T5 Shelter (revised) 3W monitoring matrix

**Date of next meeting**

Thursday, 27 Mar '14; 13:30; UNHCR Tripoli Office

(invitation to be sent to partners in the current mailing list, with the confirmed date, time and venue)