



Shelter Sub-Working Group Meeting Syrian Refugee Response in Jordan

Meeting Location	NRC Offices	Meeting Date	16th April 2014
Chair Person	Annika Hampson	Meeting Time	09.00
Minutes Prepared by	Georgie Thompson		
Purpose of Meeting	Subworking group meeting to review the Shelter and Settlement Strategy for Jordan		
Next meeting	30th April 2014		

1.) Summary of action points

Item	Action point	Focal Point / Organization
1.)	Finalise guidelines for Upgrading of Substandard Housing Units & Increasing Housing Units in Unfinished Buildings and endorse them at the next SWG meeting	Ru'a Al-Abweh & Matthew Richard (UNHCR)
2.)	Presentation by NRC at the next SWG meeting on building permits and leases	Craig Hollingsworth (NRC)
3.)	Look into the implementation of the NRC shelter project at Nahr el Bared camp in Lebanon as a case study	Annika Hampson (NRC)
4.)	Edit Shelter Strategy (See 'Next Steps' in Minutes Section for more details)	All sub-working members responsible for reviewing the <i>Shelter and Settlement Strategy for Jordan</i>
5.)	Ru'a and Annika to meet on Sunday 27 th /28 th April to consolidate all modifications and comments on <i>Shelter and Settlement Strategy for Jordan</i>	Annika Hampson (NRC); Ru'a Al-Abweh (UNHCR)
6.)	Second sub-working group on Wednesday 30 th April at NRC to discuss revised Strategy	All sub-working members responsible for reviewing the <i>Shelter and Settlement Strategy for Jordan</i>

2.) Attendees of the meeting

Name	Organisation	Contact details
Anthony Dutable	PU-AMI	jor.progco@pu-ami
Ru'a Al-Abweh	UNHCR	alabweh@unhcr.org
Adrian Schofield	UNOPS	adrians@unops.org
Annika Hampson	NRC	annika.hampson@nrc.no
Zaid Awamrh	PU-AMI	jor.shelterproject@pu-ami.org
Uliana Nawajah	JHAS	u.nawajah@jhas-international.org
Georgie Thompson	UNHCR	thompsog@unhcr.org



3.) Minutes

Item	Discussion
Guidelines for Upgrading of Substandard Housing Units & Increasing Housing Units in Unfinished Buildings	<p>It was stated that rent and spatial standards have been added to the guidelines. The next step will be to finalize the guidelines as soon as possible, get the final approval from the sector chair and co-chair, and endorse the document at the next SWG meeting.</p>
Discussion of Shelter Strategy	<p>It was emphasized that the issues regarding the camps in the Strategy be left to the camp experts and the sub-working group should focus on the urban issues. It was also mentioned that some legal tenure and documentation is missing from the Strategy, and to solve this issue Craig will attend the next SWG meeting to provide legal expertise.</p> <p>The Shelter Strategy focuses largely on the camps, but most refugees are living in urban settings. Thus more focus is needed on how the urban aspect can be emphasized in the strategy. Concentrating on the urban issue will also ease pressure on the camps. However the WG must take care as to interventions as there could be effects such as rising rent prices etc.</p> <p>The need to work on capacity building in host communities was mentioned and to carry out assessments of the bearing capacities of host communities. This advice could then be given to government organizations and linked directly into the National Resilience Plan (NRP). The need for host communities to work on host planning on a larger scale was brought up, as well as the need to work with other sectors on this such as WASH regarding issues such as water supply, garbage etc.</p>
Review of Shelter Strategy	<p>The population and planning figures in the Strategy need to be revised and updated. The NRP also needs to be mentioned and the transition from emergency response under the RRP6 to development work under the NRP explained.</p> <p>Three key interventions were highlighted: upgrading of substandard housing units, completing unfinished buildings, and conditional cash for rent. The need to put the information on two other activities in RRP6 shelter chapter (home adaption kits and increased awareness about tenure) into the main document was underlined. It was suggested to put case studies in the Strategy in order to contextualize the document for its readers.</p> <p>It was noted that the Strategy, despite being an emergency humanitarian response at the current time, needs to straddle the RRP and NRP and be able to transition over a period of time into the NRP framework.</p> <p>The need to update the context sections and attach the Guidelines for Upgrading of Substandard Housing Units & Increasing Housing Units in Unfinished Buildings to the strategy was mentioned. The housing chapter of NRP should be referenced in or annexed to the Strategy.</p>
Palestinian Camps	<p>Anthony (PU-AMI) mentioned the huge need for shelter in Palestinian camps where Syrians are also living. He explained that the people living in Palestinian camps could also be considered a part of the host community and could be included in the shelter interventions. PU-Ami carried out assessments in Sukhneh (Zarqa) and Schneller (Marka) camps and found that the shelter situation was very poor.</p> <p>It was suggested to organize a joint assessment carried out in another Palestinian camp where Syrian refugees are also living. Should this be carried out, NRC and UNHCR could provide</p>



	<p>representatives for this assessment and UNRWA will also need to be contacted.</p> <p>Adrian (UNOPS) brought up that the assessment is a potentially sensitive issue. Annika (NRC) mentioned that NRC carried out a similar large-scale shelter project at Nahr el Bared camp in Lebanon, and Annika will look into the implementation of the project in order to aid the assessment. The assessment will need to be completed before it is included in the strategy.</p> <p>Increased WASH-Shelter coordination was also brought up and WASH would need to be included in this assessment.</p>
<p>Discussion on editing / moving around text of strategy</p>	<p>The sub-working group went through the Shelter and Settlement Strategy page by page and brought up any questions or concerns with the document.</p> <p>P1: Ru'a to edit</p> <ul style="list-style-type: none"> • <i>Insert sentence in para 1</i> • <i>Remove "by the end of 2013" from paragraph 2</i> • <i>Instead of including a deadline, write "periodically review to reflect evolving context"</i> <p>Executive Summary: Annika to update</p> <ul style="list-style-type: none"> • <i>The text can be strengthened</i> • <i>The paragraph on the focus outside the camps is to be elaborated, for example including mentioning increasing shelter availability through upgrading existing systems or providing new accommodation</i> • <i>Reference multiple displacements rather than just Syrians crossing the border</i> <p>Context: Adrian to update</p> <ul style="list-style-type: none"> • <i>Need to riddle text with statistics</i> • <i>Update the dates and numbers</i> <p>Scope</p> <ul style="list-style-type: none"> • <i>No need for updates</i> <p>Assumptions & Challenges</p> <ul style="list-style-type: none"> • <i>Mention ITS</i> • <i>Rewrite paragraph on trends (outdated dates)</i> • <i>The paragraph on the Ministry of the Interior to be updated by the legal team</i> • <i>Mention the vulnerability and economic instability of the host communities before the refugees arrived, including a housing crisis predating the Syrian crisis, thus the situation poses more challenges.</i> • <i>Take out p4 second point on challenges (bottom of page)</i> <p>Main Objectives: Annika to provide info</p> <ul style="list-style-type: none"> • <i>Mention RRP - NRP transition</i> <p>Beneficiaries</p> <ul style="list-style-type: none"> • <i>Eligibility criteria: make more specific (Shelter-focused)</i> • <i>Vulnerability: annex criteria</i> • <i>Refer to Age & Gender</i> • <i>Reference the coordinated needs assessment</i> • <i>Prevent duplication with Cash for Rent & NFI Cash assistance</i> <p>Role & Coordination</p> <ul style="list-style-type: none"> • <i>Para 3 can be updated or removed</i>



- *Footnote: need to review the strategy with the NRP*
- *'Advocacy Working Group' – remove as irrelevant*
- *Is there still an HCT Strategic Action Plan? – check with Alex Tyler / Werner*

Methodology for Implementation

- *Gender focal points: need to share with Heather to demonstrate that the strategy is gender friendly (place this under the 'Beneficiaries' section)*
- *Need for Age subsection (also place under 'Beneficiaries' section)*

- *Place technical guidelines in this section*
- *Needs Assessment: look at coordinated needs assessments and emphasize that all future needs assessments will be done through this new mechanism*

- *Information Management: mention monthly dashboards, Activity info*
- *Type of assistance: add home adaption kits*
- *Activities: Cash for Rent now under Shelter Sector*
- *Ask for input of someone working in the CASH sector (e.g. Caritas, Islamic Relief?)(PU AMI starting cash for rent in May)(Ru'a to find out who in WG is doing cash for rent in order to have their input)(Anthony & Volker to meet soon regarding cash for rent)*

Standards

- *New annexes*
- *Reword paragraph with reference to the Global Shelter and Settlement Strategy. Annika to refer the standards to the legal team*

Sectoral Contingency Planning

- *New contingency planning exercise*

Monitoring & Evaluation

- *Point b – how do we do it?*
- *Include more specific activity info*
- *Last paragraph: check if it still exists*

The Exit Strategy

- *Rename the title of the section to 'Transition and Exit Strategy'*
- *Mention the NRP*
- *Annika to draft a transition paragraph to add*

Annexes

- *Clear up annexes:*
 1. *Technical Annex*
 2. *Strategy Annex*
- *Technical guidelines to include just 2 interventions*
- *Sealing off kits to go into technical guidelines*
- *Develop Cash for Rent guidelines*
- *Update the winterization information on p16 and call it 'seasonalisation'*
- *Move home adaption kit guidelines to Annex 2 and add a title*
- *Possibly annex the housing chapter of the NRP*



Next Steps	<ol style="list-style-type: none">1. Ru'a –general review of document, contingency planning, HCT, Annexes, etc. Check with Werner regarding population and planning figures for Adrian2. Annika –transitional/handover phase from RRP to NRP, HLP/legal issues delegated to Craig, completion of unfinished buildings, objectives, insert references.3. Adrian –context, planning figures, etc.4. Uliana – case studies5. Anthony –case studies and info on Cash for Rent and Home Adaptation Kits and technical guidelines.
Deadlines	<ul style="list-style-type: none">• Next Shelter WG meeting will include a presentation on building permits and leases by Craig Hollingsworth (NRC).• Meet ASAP to finalise the draft, and involve camp experts and NRC legal team• Deadline to receive feedback from sub-working group members: COB Thursday 24th April• Ru'a and Annika to meet on 27th/28th of April and consolidate all modifications• Second sub-working group meeting on Wednesday 30th April at NRC to discuss revised strategy