



SHELTER WORKING GROUP MEETING

Syrian Refugee Response in Jordan

Meeting Location	UNHCR Khalda Office EMOPS Meeting Room	Meeting Date	5 th May, 2016
Chair Person	Vincent Dupin and Annika Hampson	Meeting Time	14:00-16:00
Minutes Prepared by	Rawan Baybars		
Purpose of Meeting	Shelter Working Group Monthly Meeting		
Next Meeting	2 nd June, 2016		

Attendance			
No.	Name	Agency	Email
1	Daniel Cabello	ICMC	cabello@icmc.net
2	Esraa Majd	Handicap	Inclusion.officer.region@gamil.com
3	Stefano Fino	INTERSOS	bn.jordan@intersos.org
4	Annika Hampson	NRC	annika.hampson@nrc.no
5	Richard Evans	NRC	Richard.evans@nrc.no
6	Alaa Haj Daoud	JHAS	a.alhaj@khas-international.org
7	Vincent Dupin	UNHCR	dupin@unhcr.org
8	Botros Hijazeen	IOCC	bhijazeen@ioccc.org
9	Lope GALLEGU	UNOPS	LopeG@unops.org
10	Maha Telfah	Help	telfah@help-ev.de
11	Rawan Baybars	UNHCR	baybars@unhcr.org

Summary of Action Points		
Item	Action point	Focal Point / Organization
1.	Update inputs that have previously provided for the 2016 Work Plan, in case there are any changes or updates in shelter activities.	All partners
2.	Provide feedback on which VAF questions should be added / removed / modified related to the Shelter sector.	All partners
3.	[Reminder] submit data on Activity Info by the 8 th of each month	All partners

Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
Introduction	Round table introduction from all partners present.	All partners	5 min
Shelter Work Plan	Partners shared some updates on their future plans if they secured fund for their activities, as well as an update on MoPIC approvals. It was agreed to circulate the 2016 Work Plan for partner updates. The updated version will be presented in the next SWG meeting.	All partners	10 min
VAF for Shelter	Following the VAF review that was discussed in the last SWG meeting in April, present partners were asked about their perception of the VAF and their feedback on how it can be more inclusive. Overall, there still seems to be a lot of confusion around VAF. NRC is the only shelter actor in urban areas and VAF	Annika (NRC)	10 min



Meeting minutes			
Item	Discussion	Focal point/Organisation	Time
	<p>member. The intention is that VAF is seen as useful and relevant for all partners and efforts are underway to make it more relevant and inclusive.</p> <p>Regarding updating the Shelter Vulnerability tree, it was stated that it is still too early to properly determine how relevant VAF shelter vulnerability scoring is, as NRC is the only one using it and only started a few weeks ago. It was suggested to review once it has been rolled out more comprehensively.</p> <p>When asked why partners are not using VAF, three concerns were raised:</p> <ol style="list-style-type: none"> 1. It is very long and would have to be asked of each progress case living in the same house, effectively doubling / tripling outreach work. 2. Protection questions are missing. 3. There is a lack of understanding around how to do it and how it works. <p>Partners were asked for their feedback on which questions should be added / removed / modified.</p> <p>Partners requested that the VAF team present the tool at a forthcoming meeting.</p>		
Shelter Strategy	<p>The Shelter Strategy review TF meet and reviewed the 2015 Shelter Strategy, and looked how the strategy can be revised and updated for 2016.</p> <p>The recommendations of the TF were shared with WG as follows:</p> <ul style="list-style-type: none"> - Since the 2015 Shelter Strategy was too detailed and too heavy, it was agreed to make the 2016 version more concise and strategic. The implantation details will be taken out from the strategy and put into the related technical guidelines as annexes. - The feedback on the 2015 Shelter strategy that there too many sections and sub-sections; suggested to adopt the WASH table of contents to align with other sector strategies. - Responsibilities for different sections were allocated to different members. The inputs will be compiled into an initial draft for further discussion after members submit their contributions (CBO 12th of May). <p>It was suggested to share the document with line ministries, to be informed about the updates.</p>	<p>Annika (NRC)</p> <p>Vincent (UNHCR) and Richard (NRC)</p>	10 min
UNHCR Global Shelter Campaign	<p>The roll out of UNHCR Global Shelter Campaign will be on the 18th of May. The campaign targets key donors and private sector actors to raise fund to accommodate more refugees in different parts of the world. Jordan is one of the prioritized countries and the focus would be on supporting urban settings.</p>	Vincent (UNHCR)	5 min
Election of the new co-chair	<p>No partners from the Shelter WG were interested in co-chairing, replacing NRC. Therefore it was agreed that NRC will contribute to co-chair the Shelter sector along with UNHCR.</p>		5 min



Meeting minutes			
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Inter-Agency Financial Tracking	The Inter-Agency Financial Tracking Sheet (FTS), and the Shelter Financial Tracking Sheet for the first quarter of 2016 were shared with the SWG.	Rawan (UNHCR)	5 min
Activity Info Reporting	Reminding all partners to submit their inputs by the 8 th of each month on Activity Info database	Rawan (UNHCR)	5 min
AOB	<p>ERF Proposals: Four proposals were received for the OCHA fund and will be reviewed by the Shelter Committee on the 9th of May, 10 o'clock.</p> <p>HELP for Self-help organization was introduced to the SWG. HELP shared their planned activities; they have shelter rehabilitation projects in Irbid, Ajloun, Amman and Zarqa. The pilot would be for a 125 shelters, but the MoPIC approval is still pending.</p> <p>Basic Needs sector is working on Minimum Expenditure Basket (MEB) and they requested two volunteers from Shelter to be part of the task force, and specifically to feed in information on households related expenditures (rents, geographical locations and figures on what is the HH expenditures related to shelter).</p> <p>It was agreed that UNHCR and ICMC will be the focal points from the Shelter sector to be part of the MEB TF.</p> <p>Winterization: it was asked if it too soon to start planning and working on Winterization for next winter.</p> <p>Partners agreed that the sooner the planning starts the better, as securing funds, selecting beneficiaries and doing distribution take time. There is a Winterization TF. Traditionally; Shelter works closely with Basic Needs on that.</p> <p>The final Winterization report from the Winterization TF has not been finalized yet. As soon as it is officially endorsed and circulated, it will be shared with the WG.</p>	<p>Annika (NRC)</p> <p>Maha (HELP)</p> <p>Annika (NRC)</p> <p>Vincent (UNHCR) and Daniel (ICMC)</p> <p>Lope (UNOPS)</p> <p>Richard (NRC) Annika (NRC)</p> <p>Rawan (UNHCR)</p>	15 min
Next meeting will be on Thursday 2 nd of June			