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**Minutes of Shelter / NFI / CCCM National Cluster Meeting**

**10:00 – 12:00, Wednesday, 28th September 2016**

**UNHCR Office, Yangon**

**Attendees:** UNFPA, OCHA, SI, UNHCR, KMSS, IOM, DRC, LWF, Medair & NRC
**Apologies:** Care, ICRC & QRC

| Agenda Item | Discussion | Action / Actor / Date |
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| 1. **Introductions** | • Introductions were made. Noted apologies for those who were unable to attend included Care, ICRC and QRC. | |
| 2. **Clear Minutes & Actions from Previous Meeting** | • Minutes of 31st August were discussed; cleared/uploaded to Cluster website: http://www.sheltercluster.org/library/national-cluster-meeting-minutes-2016. <br> • Remaining action points: <br> **OUTSTANDING** <br> • Rakhine: still a shelter gap of over +US$1 million, - close to 20,000 IDPs in need of adequate shelter – **outstanding**; <br> • CC to share Cluster Coordination Performance Monitoring Tool (CPMT) findings on Cluster website and to organize national workshop to discuss results and agree on actions to be taken to improve weak areas – **outstanding**; <br> • Following on, UNHCR Myanmar seeking support of the Global Clusters on revising/simplifying the (CPMT) tool questions – **outstanding**; <br> • CCM monitoring of camps and generating monthly reports – **see below**. | |
| 3. **Myanmar Humanitarian Fund (MHF) Update** | National Cluster Coordinator (CC) noted significant time/energy focused on the MHF. Consistent with major funding gaps for Kachin and Northern Shan, major drive to secure funds for shelter.[1] Overall results positive, US$600,000 for shelter and US$600,000 for rapid response mechanism (RRM). For shelter it was likely that *all* would go to national NGOs. For RRM approximately 65% for national NGOs and 35% for international NGOs. Following the 2016 World Humanitarian Summit | |

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[1] For more details on this pressing gap see minutes of National Cluster Meeting 13th July '16 at: http://www.sheltercluster.org/library/national-cluster-meeting-minutes-2016.

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| | (WHS) a major drive to localise humanitarian aid.[2] Particular thanks for *all* the hard work done at sub-national level to get submissions done. Equally at national level CC was keen to see funds disbursed. | **CC to give update on MHF fund dispersal at next month's meeting** |
| 4. **Humanitarian Needs Overview 2017** | Significant work now focused on preparing the 2017 Humanitarian Needs Overview (HNO). Tomorrow was the deadline for comments from this Cluster. While overall quantity of feedback from partners modest, DRC had raised some specific concerns:<br>1. Need to draw awareness to where there is a gap between Sphere guidelines and what is not achievable on the ground;<br>2. Following, continued need to measure the standards of the CCCM caseload; namely "data that is relevant to the discussions that we want to have";<br>3. Following, the need for "better monitoring and understanding of the situation in the camps – what the conditions are, why they are what they are, and what is the impact of the beneficiary population".<br>4. Lastly, concern that "we are not talking to ourselves enough".<br>On issue of additional data CC fully agreed that efforts were being made to deliver this new Monthly Monitoring Tool (see below). At the same time CC was cognoscente that in this comparatively stable and well-funded humanitarian context of Rakhine there was a huge amount of information already available; which included Cluster Analysis Reports for the last three years; (http://www.sheltercluster.org/library/cluster-data-analysis) desktop camp profiling (http://www.sheltercluster.org/library/individual-camp-profiles-rakhine-july-2015) and monthly camp management agency reports (http://www.sheltercluster.org/library/camp-management-agency-reports-pauktaw-township-2016 & http://www.sheltercluster.org/library/camp-management-agency-reports-pauktaw-township-2016). Furthermore, efforts to deliver camp profiling in the last quarter of 2016 were well underway with the deployment of DRC contracted Camp Profiling Coordinator to Rakhine State. Aside, these comments were much appreciated and would be fed through back to OCHA as part of this Cluster's feedback to the HNO. | |
| 5. **Rakhine State**<br><br>• **Camp Management Committees (CMC) Reform** | Challenge of CMCs remain persistent. Despite this, efforts continue and for those "really interested" contact the CC for detailed list of all 50+ actions taken since start of 2016. Particular concern now is despite all these efforts at Sittwe level there is a shift of decision-making processes to NPT. Nevertheless, necessary to continue to "keep up the pressure":<br>• Reform paper containing relevant suggestions for a systemic reform of CMCs is with the Rakhine State Government (RSG) Security Minister and State Secretary, who are the people with detailed knowledge of the situation, to whom Chief Minister has delegated authority. | |

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[2] See *Charter for Change, Localisation of Humanitarian Aid* (in zip file titled "OCHA").

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| | • Latest feedback from RSG *not* encouraging, "some CMCs are good, others are bad". Tend to single out the particularly bad CMCs for ad hoc measures which are curative nature rather than preventive. Long standing stalemate on Ah Nauk Ywe (ANY) and failure to tackle issue of land compensation for the host community and the representational structure of the CMC a striking example. |
| | • Still, Cluster proposes escalation of CMC-reform related advocacy, leading to an increased concerted pressure from the UN/diplomatic community in Yangon and through (to) the RSG. Ongoing/further efforts to try and engage Security Minister and the State Secretary to discuss ANY and the CMC reform plus use openings with the Chief Minister during Coordination Center meetings. |
| | • In addition to this forum, other advocacy efforts include: |
| | ▪ Advocacy to HCT: |
| | ➢ C*CCM Cluster ADVOCACY NOTE for HCT, CMC Reform*, September '16; |
| | ➢ *HCT Advocacy Note*, 14ᵗʰ September; |
| | ➢ *Humanitarian Response Plan* quarterly monitoring reports. |
| | ▪ Advocacy as part of the upcoming visit of the **UN Emergency Response Coordinator** (**UNERC**) **Stephen O'Brien** next month. Talking points being drafted and ready by 11ᵗʰ October in advance of ERC meeting with the Chief Minister. |
| | ▪ Also (as circulated) following 31ˢᵗ August 2016 National Cluster Meeting: [3] |
| | I. *CMC Reform - Implementation Process, v.1.2*; |
| | II. *KEY issues relating to Camp Management Committees (CMC)*; |
| | III. *SoPs for the Construction of Infrastructure in IDP camps (English Version).* |
| | On the issue of the SoPs and WaSH actors, it was explained by SI that through the WaSH Cluster Lead a specific proviso (Annex) was being proposed to the RSG for work under US$2,000 within IDP camps. As part of a wider CMC discussions, as DRC highlighted, regardless of whether such similar/comparable CMC structures exist in Muslim (non-displaced communities) the quantity of money through humanitarian assistance that is going into the camps means they are likely to remain extremely challenging. |
| • **Monthly Monitoring Tool (MMT) (& DTM)** | On CCCM monitoring of camps and generating monthly reports, at the August '16 national meeting IOM announced they had kick-started a process in Rakhine State with the Camp Management Agencies. Noting this concerned baseline data and in accordance with Cluster Lead accountability and transparency, CC stressed that he was keen to sit down and discuss in more detail with IOM, in |

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[3] http://www.sheltercluster.org/library/national-cluster-meeting-minutes-2016

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| | person, the specifics of their plans. This led to a meeting following day, 1st September. As result of that meeting the following was agreed in relation to this new monthly monitoring tool (MMT): | |
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| | • Understandably regarding the tool IOM first introduced to Rakhine State, going forward IOM wanted to receive the data from camp management agencies, do the analysis ("crunch the data") and generate of monthly reports. IOM's response to the Cluster Lead's enquiry was clear; if UNHCR as Cluster Lead wanted to fulfil those roles rather than IOM, UNHCR should take on those tasks. | |
| | • The Cluster Lead, having consulted/taken some technical/IM advice from Geneva (including confirmation of a dedicated webserver for mobile data collection in Geneva) was in agreement that they will move forward with the process and take responsibility from this point forward. As IOM rightly expressed, this is something that for a CCCM Cluster should be usual practice and current monthly reporting (see below for examples/links) could be much more standardised.<br><br>http://www.sheltercluster.org/library/camp-management-agency-reports-sittwe-township-2016<br>http://www.sheltercluster.org/library/camp-management-agency-reports-pauktaw-township-2016 | |
| | • On the matter of IOM's DTM, this is an IOM tool rather than a CCCM Cluster tool and IOM's domain. IOM's plan for Rakhine is not to focus on the JIPS camp profiling camps but rather "Zone 1" and elsewhere. Note, the immediate priority for the JIPS camp profiling is the Sittwe Camps and then time and capacity depending also look at Pauktaw and Meybon. | |
| **6. AOB**<br>• **Humanitarian Information Service** | • A proposed **Sittwe Humanitarian Information Service** (HIS) project would like to provide humanitarian information to both IDPs and the wider Rakhine community. Covering the related spheres of Communicating with Communities (CwC), Accountability to Affected Populations (AAP) and Disaster Risk Reduction (DRR), an initial phase would focus on elements of coordination and capacity building to existing actors, as well as support for a common service approach to feedback and community engagement. A second phase of direct implementation would include weekly local language HIS audio services, reaching the target communities by adapting 'narrowcast' distribution methods successfully developed by Internews in other highly sensitive IDP contexts. HIS is looking for funding; and the budget is roughly $450,000 to $500,000 for 12 months. Phase One is **$100,000-$150,000**, Phase Two **$350,000**. Phase One is designed to run independently of Phase Two. If fully funded, the two phases would run concurrently. A significant portion of the Phase Two costs are start-up training and equipment. Were the project to continue beyond the initial 12 months the costs would come down significantly. Those who would like to know more about this potential project should contact Rafiq Copeland (rcopeland@internews.org) directly. | |

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| • **Employment Opportunities** | • Cluster Lead contacted by Alicia Gimeno (aligimeno@gmail.com), a construction engineer with field experience in shelter, especially with Red Cross. Recently she spent two years working in Myanmar, as the design coordinator of one of the biggest construction developments in Yangon. She is now returning to Myanmar and the aid sector, and looking for opportunities in shelter, construction or infrastructure programmes. |

**Documents shared in hard copy with the participants at the meeting or in soft copy to all Cluster partners:**

*Shelter-NFI-CCCM YGN Cluster Meeting Minutes 31st August 2016*

**OCHA**
*HCT Advocacy Notes,* 14.9.'16
*HCT Mid-Year Progress Report on Cross-Cutting Issues,* June 2016
*2015 CERF Underfunded After Action Review,* 29 August 2016
*Charter for Change, Localisation of Humanitarian Aid* (in relation to MHF)

**Contingency**
*Rakhine State Emergency Preparedness Simulation Exercise 2016*

**Kachin & Shan**
*Durable Solutions Workshop, Myitkyina - Kachin, 5th August 2016*
*Conflict Dynamics and Protection of Civilians in Kachin State, Protection Working Group, September 2016*
*JST Key Message to All Stakeholders, 14th October '16 (English version)*
*JST Key Message to All Stakeholders, 14th October '16 (Myanmar version)*
*An Urgent Appeal from Kachin Bishops to Respond to the Humanitarian Crisis (English version)*

**Rakhine State**
*CCCM Cluster ADVOCACY NOTE for HCT, CMC Reform,* September '16
*Status of Temporary Shelter Repair & Maintenance in Rakhine*, 30th September 2016
Mapping of IDP Shelters in Rakhine State, Long-Houses & Individual Shelters, 11th October 2016
*Study on Community Perceptions of Citizenship, Documentation & Rights in Rakhine State*, August 2016
*Advocacy Note on Birth Registration in Northern Rakhine State, Edited Version*, August '16

**CCCM**
*Myanmar National CCCM Cluster Factsheet,* September 2016

**Shelter**
*Overview of Global Shelter Cluster Survey Findings*, September 2016