


Shelter Working Group Meeting
 Meeting Minutes

Time & Location	08th June 2022 – Online Meeting
Agenda item	Discussion summary
Overview of Situation	<p>Population movement may be pendular, and do not necessarily indicate sustainable returns as the situation across Ukraine remains highly volatile and unpredictable.</p> <p>The Government of Poland is planning amendments to the Act on assistance to Ukraine citizens. The proposed amendments include:</p> <ol style="list-style-type: none"> a. the allocation of funds for Poviats (local government) to arrange Polish language classes for Ukrainian citizens. b. Until 31 August 2023 collective accommodation for Ukrainian citizens: temporarily use a completed construction which does not meet the requirements of technical and construction, fire or sanitary regulations for this building. The only conditions that need to be verified are: (i) loadbearing capacity and stability of the structure and safety of use; (ii) fire safety; and (iii) hygiene, health and the environment.
Updates	<p>Brief on RRP 2022 Launch on 31st May – Wider group of stakeholders attended in person, the National Launch of RRP 2022 Poland including Government authorities, donors, private Sector representatives, (I)NGOs and civil society. After the launch there was thematic discussion on Shelter in person where we had a diversified discussion on current issues of medium to long term shelter/housing/accommodation concerns and potential solutions with integrated approach.</p> <p>Contingency Planning Response Plan for Shelter – <u>The guidance document and a simple template for response plan is shared with SWG members.</u> Briefed SWG members regarding the Contingency plan, Scenario, assumptions, and response framework that need to be prepared (in bullet points) for Shelter for 03 months of new influx. All organizations working for Shelter response are encouraged to share their <u>feedback by COB Monday i.e., 13th June 2022.</u> Sector lead/Co-lead will consolidate the inputs from organizations and share it further for inter-sectoral discussions and workshop. Organizations can plan their activities keeping the identified concerns in on-going influx and prepare for another influx.</p>

RRP 2022 Monitoring and Reporting	<p>RRP Monitoring and Reporting – UNHCR IM focal person briefed on RRP 2022 Monitoring and Reporting tool and discussed the Shelter Indicators mentioned in RRP Framework. Reporting of activities is mandatory for RRP partners and non-RRP partners should also report on shelter activities against the mentioned shelter indicators. It was advised to <u>nominate Focal Persons (FPs) for reporting of activities through Activity Info.</u></p> <p>10th of every month will be deadline for submission of activities in last full month.</p>
General discussion	<p>Union City of Government Round table conference in Wroclaw – White book/paper was publicized summarizing discussions on diversified 09 topics that includes Housing/Accommodation, carried out by local authorities and sector experts. In the discussion housing for short term, medium term and long term were discussed. English translation of white book/paper will be soon provided.</p> <p>https://www.wroclaw.pl/beta2/files/dokumenty/129661/Okragly_stol_Bia%C5%82a%20ksiega_www.pdf</p>
Shelter Technical Working Groups (STWG)	<p>Shelter Technical Working Group (TWGs) – Out of 03 proposed TWGs, one TWG has started discussion and one meeting has been conducted and details will be shared soon with SWG. Discussion to merge one TWG ‘Quality of Shelter’ (as a cross cutting topic) with other TWG is under consideration.</p>
AOB	<p>RRP Monitoring Roll-out – Training on ActivityInfo (software) was done on 03rd but the upcoming training on 10th June 2022 for organizations is cancelled. New schedule will be shared soon.</p> <p>5W reporting tool –Activity Info based on the agreed inter-sector RRP monitoring framework  RRP Poland 2022 monitoring framework - 2 May.xlsx</p> <p>Organizations who are part of RRP (Refugee Response Plan) need to report on activities and funds tracking they received for it. However, non-RRP partners are also encourage to report.</p> <p>Inter-agency Contact list subscription – link for organizations for subscription is: Inter-Agency mailing list subscription (mailchi.mp) to join different groups of their mandate and interest. <i>Brief details are mentioned in attached agenda of ISCG meeting on 24th May 2022.</i></p> <p>Reporting tools - As mentioned in earlier meetings, UNHCR encouraged all organizations to visit the links mentioned below and provide their feedback or updates:</p> <ul style="list-style-type: none"> Assessment Registry - All the ongoing/planned activities should be registered here using kobo form: https://data2.unhcr.org/en/dataviz/227?sv=54&geo=10781

	<p>It's a Data Portal for submitting assessment and data initiatives (need to click at left upper corner).</p> <ul style="list-style-type: none"> • Site mapping and monitoring tool <ul style="list-style-type: none"> ○ Site mapping LITE (SML) – Tool is ready and will be shared with all organizations (with a guidance note) working in different sectors. <ul style="list-style-type: none"> ▪ It's a Phase-1 – master site list prepared to avoid duplication of efforts from organizations and to understand the capacity of sites ▪ tool will be available in English and Polish language and will also be available in Ukrainian language soon ▪ dashboard will be attached to the questionnaire with displayed location on maps, date of visits, surveyed or not, etc. ▪ Information will be available for all organizations (including organization who are working on data collection as well as the ones who are not). ○ UNHCR together with REACH, is engaged bilaterally with sectors and partners, gathering feedback in order to improve a draft tool. https://ee.humanitarianresponse.info/x/djRnXrPj
Next meeting	<ul style="list-style-type: none"> ▪ Next Shelter Working Group meeting has a re-occurring schedule on every Wednesday at 2pm.

ACTION POINTS SUMMARY

No.	Action	Responsible
1.	Provide feedback on technical working groups (for requested details mentioned in TWG section)	All participants
2.	Union of City Government Round table conference – Translation into English language	Habitat for Humanity
3.	Ongoing: Working group members and coordinators will reach out to government authorities, particularly municipalities to join working group meetings.	All members
4.	Contingency Planning – Organizations to submit inputs in template provided by 13 th June 2022	All members
5.	Nomination of Focal Person(s) for RRP Reporting for Shelter Monitoring Framework	All members

ATTACHMENTS

No.	Attachments
1.	Minutes of Shelter WG Meeting
2.	RRP 2022 Poland – Indicators for Shelter for reporting

