

**T5 SHELTER CO-ORDINATION MEETING**  
**- 27 March 2014, 14:00, UNHCR Tripoli Office -**

**MINUTES OF THE MEETING**

List of Participants					
Organization	Area of responsib. / Title	Name	Email / Phone number		
UNHCR/MoSA	LEB Shelter Focal Point	Ahmad Kassem	76 183354	kassema@unhcr.org	
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NRC	T5 Shelter Project Co-ord.	Maha Al Ayyoubi	76 775574	maha.ayyoubi@nrc.no	
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Solidarités Int.	T5 WASH / Shelter AM	Ahmad Raid	70 893685	amts.wash.tripoli@solidarites-liban.org	
DRC	T5 Shelter Officer	Mohamad Sadek	70 693459	mohamad.sadek@drclebanon.dk	
Coopi	T5 Shelter PM	Carlo Simonetti	71 857475	cp.shelter.lebanon@coopi.org	
IOCC	NL Engineer	Afif Nassim	03 000788	anassim@ioccc.org	
IOCC	NL Architect	Jihane Mikhael	70 394907	jmikhael@ioccc.org	
UNHCR	T5 Shelter Associate	Mariam El Chaer	76 421636	elchaer@unhcr.org	
UNHCR	T5 Shelter Expert (chair)	Andrea Parisi	71 910612	parisi@unhcr.org	

Agenda
<ol style="list-style-type: none"> <li>1. Presentation from Protection on "SGBV referral pathways"</li> <li>2. RRP6 mid-term review</li> <li>3. Revision of last month's minutes</li> <li>4. 2014 T5 Shelter Contingency Plan</li> <li>5. Rapid assessment on shelter response in urban Tripoli</li> <li>6. Feedback from the first month's ActivityInfo reporting</li> <li>7. Update on activities (adding targets to Activityinfo)</li> <li>8. Improving the T5 Shelter Co-ordination meetings</li> </ol>

1. Presentation from Protection on "SGBV referral pathways"
<ul style="list-style-type: none"> <li>&gt; Baraka Owenya (UNHCR Tripoli Associate CS Officer): mitigation of SGBV (Sexual and Gender Based Violence), through prevention and response activities. (a) Specific "pathways" for T5 ; (b) information on common forms of SGBV in T5 setting and its linkages to shelter; and (c) findings of the CPA (Comprehensive Participatory Assessment) are presented</li> <li>&gt; CPA: concerns reported by women include: overcrowding, lack of privacy, lack of windows and poor shelter conditions</li> </ul> <p>Chairman: in general, overcrowding is difficult to tackle, for partners, as the current capacity to create new accommodation is limited; lack of privacy, lack of windows and poor shelter conditions are instead often included by partners in their shelter improvement interventions</p>

NRC takes into consideration SGBV for instance when they have to accommodate more than one family in the same apartment

Chairman: refugees' request for privacy is more often about creating partitions between two families living in the same tent or apartment, than creating separation among male and female members of the same family

Save the Ch.: in their experience, weatherproofing kits are often used to create partitions in both Unfinished Houses and Informal Settlements. This not only creates private and dignified separation of sleeping areas and from communal areas, but also helps insulate and keep warm smaller sleeping areas

**Action Point:** >>> Chairman to circulate last SOPs and standards on Informal Settlements

**Action Point:** >>> Members to flag women's and girls' concerns linked to shelter in order to look for risk mitigation measures

## 2. RRP6 mid-term review and other communications

- > Ahmad Kassem: 3 points discussed at Beirut level, at the Shelter Central Core Group
  - (a) Mid-term review of RRP6 has started (communication circulated to all partners, with calendar): request for partners to update indicators (in the Action Plan), but also revise strategy and sector priorities
  - (b) MSNA (Multi-sectoral needs assessment): shelter chapter of the report almost ready, shared with partners for comments and revision (deadline 28 March)
  - (c) INQAL (Inter Agency Q&A on humanitarian assistance and services in Lebanon): shelter draft, with Q&A (frequently asked questions and answers) on shelter issues, ready; to be circulated on 1 April among partners for additions and revision

## 3. Revision of last month's minutes / action points

- > No comments on the minutes
- > Update on Action Points:
  - (a) Co-lead: see point 8, below
  - (b) Mapping in T5 (update by Solidarités Int): I phase (mapping of ISs) completed; new Master List available on web portal, and in Annex 1 to these minutes. II phase (mapping of CSs) to be started next week, after Medair issues the guidelines
  - (c) Co-ordination NRC-Solidarités - DRC in Minieh-Dennie and Zgharta: agreed changes highlighted in red in Annex 2 to these minutes

## 4. 2014 T5 Shelter Contingency Plan

- > No comments on the draft Plan shared with partners
- > NRC: beside scenarios regarding trends of conflict in Syria, or possible involvement of Lebanon, the scenario "conflict between host community and refugees" should be taken into consideration

## 5. Rapid assessment on shelter response in urban Tripoli

- > DRC presents a rapid assessment of shelter potential in Tripoli District (see Annex 3 to these minutes)
- > Assessment covers empty and inhabited SSUs in Tripoli neighbourhoods, focussing on owners' willingness to offer properties to DRC for rehabilitation

**Action Point:** >>> DRC to circulate figures (no. of refugees in each sub-area of the Tripoli District)

## 6. Feedback from the first month's ActivityInfo reporting

- > All partners have entered updates within the agreed deadline. Minor mistakes identified have been amended with minor delay
- > Only Coopi faced technical problems (access to their own reports, for amendments), solved by IT unit in Beirut

<b>7. Update on activities (adding targets to ActivityInfo)</b>
<ul style="list-style-type: none"> <li>&gt; As detailed updates come already through ActivityInfo, the working group agrees to skip, during future co-ordination meetings, the usual round of updates and replace it with (a) questions from Co-ordinator or partners based on ActivityInfo monthly reports; and (b) focus on major and general problems faced by partners during implementation of activities.</li> <li>&gt; Chairman presents an abstract from ActivityInfo (showing only shelter activities in T5) and asks partners to add one column with every organisation's updated shelter targets for the year, to help track works progress.</li> </ul> <p><b>Action Point:</b> &gt;&gt;&gt; Chairman to circulate the format to partners</p>
<b>8. Improving the T5 Shelter Co-ordination meetings</b>
<ul style="list-style-type: none"> <li>&gt; Members of the working group are requested to suggest ways to improve the quality of co-ordination and co-ordination meetings. Meetings should be useful for partners, in terms of: (a) co-ordination of activities (gaps, overlapping); (b) communications and sharing of information relevant at field level; (b) solutions to problems by sharing experience</li> <li>&gt; DRC has agreed to start as a co-lead after - and on the basis of - the results of the current discussion (on a turn-over basis, Save the Ch. will take over from DRC and NRC from Save the Ch.; other partners are invited to candidate)</li> <li>&gt; Partners agree that there should be more presentations (assessments, case-studies, surveys, etc.)</li> <li>&gt; NRC: important topics should be proposed to members prior to the co-ordination meetings - not during - to allow members to prepare for the discussion</li> <li>&gt; Coopi: specific cases should be discussed during the meetings only if they lead to more general considerations</li> <li>&gt; Note: the discussion was supposed to provide inputs for the role of the co-lead, but due to time constraints the discussion is postponed</li> </ul> <p><b>Action Point:</b> &gt;&gt;&gt; Chairman to involve partners and ask inputs on</p> <ul style="list-style-type: none"> <li>(a) role of co-lead; and</li> <li>(b) specific ToR for the T5 Shelter WG, prior to next co-ordination meeting</li> </ul>
Annex 1 - New Master List of Informal Settlements (21.3.'14 update)
Annex 2 - Updated T5 Shelter 3W matrix
Annex 3 - DRC shelter assessment of Tripoli District
<b>Date of next meeting</b>
Thursday, 24 Apr '14; 13:30; UNHCR Tripoli Office (invitation to be sent to partners in the current mailing list, with the confirmed date, time and venue)