



**Shelter Sector**  
**Working Group Coordination**  
Meeting Minutes

Tuesday 10/06/2014, 10 AM  
UNHCR Office, LEA Building - Beirut

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- 1. Introduction**
- 2. Contingency Plan Stocks**
- 3. Winterization and Stocks**
- 4. Rehabilitations and Municipal Taxes**
- 5. Mapping of Activities per Region**
- 6. Temporary Technical Committees**
- 7. A.O.B.**

1.

The Shelter Coordinator went over the finalized RRP6 review submission highlighting the \$20m (12% of the initial submission) decrease in total appeals due to some agencies withdrawing/reducing with large reductions in Cash for Shelter (mostly from UNRWA numbers), and the increase in some of the submissions. Although budget decreased; the type of activities changed into less costly alternatives, resulting in a slight increase of targeted individuals. e.g the reduction of costly FTS, or the reduction of rehabilitation of collective centers that proved hard to find, as opposed to increases of weatherproofing.

2.

Agencies were reminded of the need to update the new Contingency Planning Activity Info Database. The database will allow all agencies to keep track of all contingency stocks around the country. This will assist in an interagency response in the event of a refugee mass influx or large-scale secondary movement of refugees, and in keeping track, at any given time, of the contingency stocks available in the country. The agencies were requested to enter figures that reflect the stocks of each agency in their respective warehouses that have not been committed, and that can be mobilized quickly given that agency's manpower and resources. Each agency was asked to update these figures on a monthly basis. (Note that CP Stocks database is different from the regular Activity Info 'Leb Reporting' Database; agencies can email [riachij@unhcr.org](mailto:riachij@unhcr.org) for access)

3.

The Shelter Surveys-based projections for refugee settlement showed that by the end of the year 2014, 55% of refugees will be living in Informal Settlements or Substandard buildings. Observations of the ongoing multisectoral assessment in Bekaa show increasing congestions, low quality drainage systems, great need for shelter repair and replacement of plastic sheetings, among other issues in Informal Settlements. For planning purposes, including for the upcoming winter, the Shelter Coordinator asked the member agencies to fill out a form detailing contingency stocks (information that is/will be submitted on Activity Info), stocks in the pipeline (ordered or will be ordered) and any additional stock that doesn't fall under either above category.

A discussion ensued on the quality and durability of the plastic sheetings being used and the potential to look into and procure longer lasting products which could in the long run lead to less costly interventions. It was agreed that the Temporary Technical Committee on Weatherproofing will be asked to conduct this assessment. A meeting date will be decided after the 15<sup>th</sup> of June.

4.

The MoSA Shelter Coordinator conveyed MoSA's support of payment of the municipal rental tax (5.5%-6%) by the refugees (or agencies funding them through Cash for Shelter). MoSA sees this as an opportunity to increase the number of empty apartments being used for refugees by providing incentives for municipalities to accept more refugees in their respective jurisdictions and to provide them with services. With the Shelter WG meeting attendees having varying opinions on whether or not rental tax should be paid using their own funding, it was agreed that the TTC on Rehabilitation of Small Shelter Unites will reconvene to discuss this issue.

5.

The Shelter IM Officer presented maps showing agencies' activities per area, as well as mechanisms to share all Activity Info reported data with all agencies. All of these, and additional information on IS mapping and PCODES will be available through the following link: <https://www.dropbox.com/sh/6gw6c971791i7za/AAD00Jf-NVBWgNbeOT7kFKsa>. The Activity Info reporting data will be a snapshot from the beginning of Jan-1014 until the end of each month, and will be available after that month's data verification deadline. A reminder to sign up for the inter-agency contact list thorough the following link: <http://unhcr.us7.list-manage.com/subscribe?u=8173eed01e68ce76256aba23b&id=210887bf3a>

6.

Regarding the Formal Tented Settlements TTC the MoSA Shelter Coordinator stated that the compilation of the 1<sup>st</sup> draft of the SOPs for Formal Settlements is in progress, which will be shared first with the TTC members, and then with the Shelter Working Group as a whole.

Collective Site Management and Coordination (CSMC) workshop whose aim was to bring together the national authority, sectors and partners to a common understanding on the CSMC concept was held on 9th June. Based on the discussions, the following actions were agreed upon:

- CSMC activities to be rolled out in the field through active involvement of all the stakeholders;
- CSMC to be integrated in the existing coordination mechanisms at the national level. At the field level, this may vary from region to region based on the dynamics;
- CSMC to be included in the sectoral SOPs;
- CSMC agencies to facilitate the establishment of intra-site coordination mechanism and ensure they are functional;
- Roles and Responsibilities of the Government, UNHCR, partners, refugees and the host community to be realigned to the local context with contribution of the national authority;
- Develop nationwide capacity building and mentorship plans

7.

NRC discussed the UNHCR field offices' requests for submission of eviction data and their reluctance to provide this data before clarifying eviction terminologies. While it is understood that eviction does not constitute expiry of rental agreement, NRC stressed the need for an 'Eviction Committee' at the field level to agree on the relevant terms and the bases upon which landlords are being blacklisted. It was agreed to continue discussions on this issue at the field level.

OCHA officer informed the working group that all proposals to the ERF will be on hold pending the decentralization of the fund which will no longer be regional giving Lebanon its own targeted fund.