

Shelter Working Group Bekaa – Minutes of Meeting			
Date	12 th August 2015	Time	15:00
Location	UNHCR SO Zahle	Duration	90 minutes
Chair	UNHCR	Co-Chair	Medair
Attendance	Refer to attached attendance sheets.		

1.0	Shelter – Introductions	Action
1.1	All parties introduced themselves.	Note
2.0	Household Profiling Referral Pathway	
2.1	Households considered to be vulnerable are eligible for referral. UNHCR shall prioritize urgent protection concerns and health related issues, refer to Referral Pathway SOP (attached). Household profiling targets all and not just those in need of cash or food assistance.	Note
2.2	Referrals shall be undertaken by the referring agency via the interagency referral form (English & Arabic versions attached), signed by the person of concern, and sent by the agency/ outreach worker via email to; lebzauca@unhcr.org	All
2.3	UNHCR will crosscheck referrals through a household profiling visit i.e. if the referred household is eligible for assistance (including unconditional cash assistance) and will track same through RAIS.	Note
3.0	Update from National Shelter Coordination Meeting	
3.1	A national level shelter assessment has been undertaken to identify the percentage of highly and severely shelter and socioeconomically vulnerable (see minute 4.1 below).	Note
3.2	Technical guidelines for weatherproofing (SCI) and rehabilitation (NRC) are complete.	Note
3.3	As the vast majority of sites of 20 tents and above have been assessed with regard to site improvements, it was therefore agreed that a site improvements working group shall be formed to assess ongoing needs for same, i.e.; addition of funded activities/ modification of eligibility criteria. The working group shall be composed of Medair, Solidarite, SCI, NRC and led by UNHCR.	Note
4.0	Winterisation & Gap Analysis	
4.1	Shelter vulnerability and socioeconomic vulnerability has been assessed utilising data from the 75,000 households assessments this year to date, in addition to the 6,000 household phone surveys. The aim of the assessment being to identify those considered highly and severely shelter and socioeconomically vulnerable. Of the 1.17million registered nationally 306,000 individuals (26%) are considered to be highly or severely shelter & socioeconomically vulnerable, 56% of the 26% reside in the Bekaa i.e. 171,360 individuals.	Note

	<p>In the Bekaa, and by shelter type, those considered both shelter and socioeconomically vulnerable are;</p> <table border="1"> <thead> <tr> <th>Shelter Type</th><th>Households considered vulnerable (No.)</th><th>Vulnerable individuals per shelter type (%)</th></tr> </thead> <tbody> <tr> <td>Informal settlements</td><td>23,002</td><td>5%</td></tr> <tr> <td>Sub-standard buildings</td><td>8,223</td><td>74%</td></tr> <tr> <td>Apartments</td><td>1,714</td><td>66%</td></tr> <tr> <td>Collective shelters</td><td>1,351</td><td>58%</td></tr> </tbody> </table> <p>Refer to attached presentation for more details.</p>	Shelter Type	Households considered vulnerable (No.)	Vulnerable individuals per shelter type (%)	Informal settlements	23,002	5%	Sub-standard buildings	8,223	74%	Apartments	1,714	66%	Collective shelters	1,351	58%	
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4.2	<p>Partners are requested to complete the gap analysis issued by the Shelter Sector (Malak Rahal) on 11th of August (also attached) through completing Column A (achieved Jan – Aug) and column B (committed Sept – Dec) under weatherproofing kits, weatherproofing & WASH upgrades, rehabilitation, and site improvements. This exercise will permit an assessment of whether the number of shelter and socioeconomically vulnerable households are/ will be assisted. Responses requested by Friday 14th August.</p> <p>If partners are in a position to complete the cost column then they are encouraged to do so, however same should be provided in \$ not in £ as indicated in the spreadsheet.</p>	All															
5.0	Impact of WFP Cuts																
5.1	The impact of WFP cuts on Shelter was discussed. Partners requested if there is a consistent message which can be given to refugees when questioned in relation to cuts. Partners are requested to refer to the WFP Q&A (attached).	Note															
5.2	As expendable income reduces the Shelter sector must be mindful of prioritization and the likelihood that refugees may not be able to spend to obtain the same services.	Note															
5.3	Partners identified coping mechanisms for refugees such as livelihood training (home gardening, solid waste separation and sale for recycling) and the associated advocacy to government stakeholders/ landowners to permit same.	Note															
5.4	Partners noted that there is a noticeable movement of persons of concern from rehabilitated apartments to IS's due to the inability to afford rental/ utility payments.	Note															
6.0	Shelter 3W																
6.1	No update.	Note															
7.0	Weatherproofing Guidelines																
7.1	SCI provided a brief overview of the new weather proofing guidelines. A trial is currently being undertaken by SCI utilizing the weatherproofing guidance to	SCI															

	assess variations in temperature inside and out of a weatherproofed tented shelter. SCI to provide feedback once complete.	
7.2	SCI were requested to advise as to whether the new guidelines would have a cost impact on the activities scheduled by shelter partners, i.e. if the cost of weather proofing is deemed to have increased, and details of same.	SCI
8.0	Contingency Stock	
8.1	Partners were requested to ensure that their reporting of contingency stock on Activity Info is 'up to date'.	All
8.2	Partners with no or limited access to Activity Info are requested to contact the IM Shelter focal point; fambri@unhcr.org	Note
8.3	A guide to updating contingency stock in Activity Info can be found in the Interagency Dropbox, i.e. Website: data.unhcr.org/lebanon ; Click – Information Management Databox; Click – 6. Contingency stock interagency guidelines.	Note
9.0	Referrals	
9.1	The referral process was described and emphasis placed on the importance of providing referrals to UNHCR Abdulrahman Abdelghani – abdelgab@unhcr.org	Note
10.0	AOB	
10.1	NRC requested that all shelter partners undertake a short (5min) presentation at the next working group of the activities they are focused on for 2015.	All
10.2	NRC noted that they have spare housing units in the areas of Hermel, Laboue, Seraariine & Taybeh and requested partners to provide referrals for these areas to permit distribution of same.	All
10.3	Partners noted that they have a number of pending P-Code requests with Medair and requested Medair to provide an update on status of and expedite processing of same.	Medair
10.4	Next Meeting: Wednesday 9 th September – UNHCR Zahle.	

Documents Shared:

Household Referral Pathway SOP & Referral Form (English & Arabic)

Shelter & Socioeconomically Vulnerable Gap Analysis Presentation

Gap Analysis Spreadsheet

WFP Food Assistance Q&A

STAFF MEETING

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