

**MINUTES OF SHELTER TASK FORCE MEETING HELD ON 8<sup>TH</sup> JUNE 2017 AT UNHCR T.U OFFICE STARTING FROM 1030HRS**

**In Attendance**

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|--------------------|------------|
| 1. Anicet          | UNHCR      |
| 2. Denis Osewe     | UNHCR      |
| 3. Phillip Nzuki   | PWJ        |
| 4. Mike Kamau      | PWJ        |
| 5. Joel Macharia   | NCKK       |
| 6. Mbounkap Aimery | UNHCR      |
| 7. Wilfred Lokai   | UN-Habitat |
| 8. Catherine Witt  | UN-Habitat |
| 9. Victor Basweti  | WFP        |

**Agenda**

1. Pending Issues from previous minutes
2. Shelter Verification exercise
3. Market development in Kalobeyei
4. Permanent Shelters (NTSBs) Implementation Plan
5. AOB

**Pending Issues from previous minutes**

- WFP to share Bill of Quantities for the entire market in Village 1.
- Eric Mugambi (NCKK) to come up with a Bill of Quantities for interlocking hollow blocks as another alternative and share before the next meeting.

**Shelter Verification Exercise**

- Joint shelter inventory in Kalobeyei Village I, II & III to be conducted on Tuesday 13<sup>th</sup> June 2017 by UNHCR, NCKK & PWJ and WASH team. Anicet to share a template of the key issues to be captured in the verification exercise

**Market Development in Kalobeyei**

- WFP to share SOP for the market submitted to the EU highlighting their long-term vision for market development in Kalobeyei.
- UNHCR T.U to share the already existing market design for comments. Also, WFP will provide Bill of Quantities for both temporary and permanent markets.
- RAS to be involved in the technical meetings. Anicet to take lead in inviting RAS.
- Anicet to follow up and invite the Sub-County Administrators for Kakuma and Kalobeyei Wards who have been nominated by DCC to be attending technical meetings. An attendee from DCC's office is also expected.
- Shelter & Infrastructure Task Force to appoint technical persons from the agencies involved whose mandate is designing all infrastructural developments in Kalobeyei.
- UNCR F.U (Ghada) and RAS to establish temporary leadership that will create awareness on the SOPs for market development in Kalobeyei. SOP to articulate on commercial plots ownership, criteria of registration of beneficiaries both PoCs and the host community.

- UNHR Supplies Dept. to organize a training to all vendors on the SOPs. WFP to take lead on this by providing the list of all traders to Supplies.
- Proposal to have PoCs obtain leases for their plots that will be used to process business licences from the County Government. RCK to help PoCs to get alien cards and register their businesses.
- NCKK to demarcate commercial plots once their designs have been agreed upon.

#### **Permanent Shelters (NTSBs) Implementation Plan**

- PWJ provided the Implementation Plan for NTSBs awaiting approval by UNHCR.
- Review of the Bill of Quantities for the shelters using NTSBs was done and to be shared by the next meeting.
- Proposal to have the construction of shelters using NTSBs follow a sequence starting from Village 1 Compound 1 rather than beneficiary specific.
- Proposal to have water storage tanks to be used in the construction borrowed from NRC since they are phasing out water tanks in Kalobeyei.

#### **AOB**

- Review of the Kalobeyei Master Plan to be considered after the shelter verification exercise.
- Further discussions on the role of PoCs in the development of Kalobeyei