

# INTER-AGENCY COORDINATION MEETING

## MINUTES

MAY 29, 2018

10:00AM - 12:00PM

UNHCR KAMPALA SITA BOARDROOM

MEETING CALLED BY	PHOEBE GOODWIN – SECTOR LEAD WORKING GROUP
TYPE OF MEETING	SITE PLANNING AND SHELTER/NFI SECTOR WORKING GROUP (SSSWG)
FACILITATOR	PHOEBE GOODWIN
NOTE TAKER	PHOEBE GOODWIN
TIMEKEEPER	PHOEBE GOODWIN
ATTENDEES	See Attached List

## Discussions

AGENDA ITEMS	
<ol style="list-style-type: none"> <li>1. Introduction.</li> <li>2. Updates from SSS actors –recent achievements, ongoing activities + gaps/challenges in the field.</li> <li>3. Site Planning, Shelter + NFI indicators for WG to report in 4W matrix.</li> <li>4. Presentation by UNHCR co-coordinator of alternative roof designs to consider for semi-permanent shelters.</li> <li>5. 2018 RRP Revision for DRC Refugees</li> <li>6. Revised Shelter Strategy 2018 -2025 –status update.</li> <li>7. Draft Settlement Planning Guidelines –status update.</li> <li>8. AOB.</li> </ol>	
ITEM 2.	Updates from SSS actors –recent achievements, ongoing activities + gaps/challenges in the field.
<p><b>FAO</b> – finalizing strategy with focus on supporting site planning for agriculture + livelihoods.</p> <p><b>NRC;</b></p> <ul style="list-style-type: none"> <li>- implementing temporary + semi-permanent (S-P) shelters for Persons with Specific Needs (PSN) where S-P shelters include a separate latrine.</li> <li>- Rhino = completed 74 x S-P (out of planned 350), Omugo = ongoing 790 temporary shelters.</li> <li>- built 200 S-P PSN shelters in Maratatu of Kyangwali + planning to implement 200 more in coming weeks.</li> <li>- challenges = standardization of S-P PSN shelter design; design adaptations for certain needs (e.g. blind beneficiaries); environmental impact of shelters (e.g. tree cutting for structural poles).</li> </ul> <p><b>CARE;</b></p> <ul style="list-style-type: none"> <li>- implementing S-P PSN shelters in Imvepi, Rhino + Omugo with target of 1046 shelters over 2 years.</li> <li>- completed 3000 temporary PSN shelters in Imvepi in 2017.</li> <li>- finished 20 S-P PSN shelters in Imvepi (out of 548 in total) + all remaining 528 are built (only awaiting latrines).</li> <li>- finished 62 S-P PSN shelters in Rhino/Omugo (out of 498 in total) with 236 under construction + 200 awaiting beneficiary selection.</li> <li>- challenges = coordination with WASH actors who provide the latrines for S-P PSN shelters. Sometimes latrines are delayed after shelters have finished construction.</li> </ul> <p><b>International Aid Services (IAS);</b></p> <ul style="list-style-type: none"> <li>- active in Kyangwali, Imvepi, Rhino + Omugo with S-P shelter + latrine construction.</li> <li>- built 20 S-P PSN shelters for unaccompanied minors in Rhino.</li> </ul> <p><b>African Initiatives for Relief + Development (AIRD);</b></p> <ul style="list-style-type: none"> <li>- implementing partner for UNHCR in roadworks, building staff accommodation + offices, plus supply + logistics for construction materials.</li> <li>- active throughout Uganda with main current activities in Bidibidi, Imvepi, Rhino, Omugo, Lamwo.</li> <li>- also constructing OPM registration centres, warehouses + police accommodation .</li> <li>- challenges = huge procurement of wooden poles for shelters has exhausted local supplies + now sourcing from DR Congo; weather + termites are affecting durability of temporary structures.</li> </ul> <p><b>Catholic Relief Services (CRS);</b></p> <ul style="list-style-type: none"> <li>- implementing S-P PSN shelters in Bidibidi (Zone 5).</li> <li>- responsible for supporting UNHCR + WFP with the verification site setups.</li> </ul>	

- renovated collective centres + existing communal structures.

#### **Finnish Church Aid (FCA);**

- implementing S-P schools (3 classrooms each) + tukuls for teacher accommodation, plus some WASH.
- active in Adjumani, Bidibidi, Imvepi, Moyo, Rhino + Omugo.
- building vocational training centres in Rwamwanja + Kyaka II.

#### **Energy + Environment Sector WG;**

- integrating sustainable land use management into site planning with woodlot plots, respecting existing contours + topography, aligning with Catchment Management Plans (CMPs) + forest resource management plans etc.
- promoting the use of sustainable construction materials for HH shelters with concerns about wooden pole supplies + mud brick production (in terms of water use + structural strength).
- ensuring appropriate cooking fuel + eco-friendly stoves are available with targets to distribute fuel directly to PSNs.
- monitoring solar lantern + solar street light assistance, as well as menstrual health management (MHM)

#### **Office of the Prime Minister (OPM);**

- Government of Uganda (GOU) must lead on all matters related to land for refugees.
- SSSWG requires a Terms of Reference + relevant line ministries (such as the Ministry of Land, Housing + Urban Development) should be invited to attend the meetings.
- All SSSWG strategy documents must be developed in close collaboration with OPM + technical line ministries.

**ITEM 3.** Site Planning, Shelter + NFI indicators for WG to report in 4W matrix

4W matrix proposal from Sector Lead was presented, along with NRC's inputs. Participants agreed that NRC's indicators should be incorporated into original proposal, especially the activity related to construction skills training. Final 4W matrix is **attached with minutes** + will be shared with Information Management.

**ITEM 4.** Presentation of alternative roof designs to consider for semi-permanent shelters

No objections raised to 4 new roofing options presented; domed mud bricks, bamboo (with 3 different cladding options), timber boards + rigid plastic sheets.

#### **Feedback from participants;**

- Important to consider what happens to these semi-permanent (S-P) shelters after refugees have returned to their country of origin (if safe + dignified conditions permit). OPM envisaged the iron sheets to be taken with the refugees, while the mud bricks would naturally disintegrate back into the earth. For all S-P materials, there must be a strategy in place for how they are recycled/reused in the future.
- NRC are considering stabilized soil blocks for domed roof construction with their semi-permanent PSN shelters. This option should also be incorporated into the national revised shelter strategy.

Presentation is **attached with minutes**.

**ITEM 5.** 2018 RRP Revision for DRC Refugees

Revised targets for shelter + NFI were presented endorsed by participants.

#### **Feedback from participants;**

- Original # of refugees benefiting from improved settlements + infrastructure of 80,700 is likely to be based on population figures in Kyangwali + Kyaka II.
- Increase # of PSN refugees assisted with semi-permanent shelters to a figure between 5,000 – 10,000.

#### **Final targets to propose for 2018 RRP Revision;**

Objective Indicator	DRC targets OLD	DRC targets NEW
<b>Objective 1: Ensure refugees live in adequate accommodation</b>		
# of newly arrived refugees have access to adequate shelter in the Reception Centres	60,000	<b>150,000</b>
# of newly arrived refugees benefiting from shelter material & toolkits/cash upon arrival	60,000	<b>150,000</b>
# of refugees provided with emergency shelter assistance	49,000	<b>120,000</b>
# of PSN refugees assisted with semi-permanent shelters	1,225	<b>8000</b>
# of refugees benefiting from improved settlements and infrastructure	80,700	<b>150,000</b>
<b>Objective 2: Provide NFIs to refugees on arrival</b>		
# of newly arrived refugees benefiting from NFI kits	60,000	<b>150,000</b>

ITEM 6.	Revised Shelter Strategy 2018 – 2025 – status update		
<ul style="list-style-type: none"><li>- Draft revised strategy has been shared with OPM for feedback + their necessary approval to disseminate to SSSWG.</li><li>- OPM request a joint review of the 2016 Shelter Strategy before proceeding with a revised version in order to confirm the need for this new document. Why is 2016 version inadequate? How is it being implemented in the field?</li><li>- Feedback from field staff on 2016 strategy included concerns with insufficient wooden pole numbers for emergency shelter kits (leading to unsustainable deforestation + tensions between refugees/hosts) + high cost of S-P PSN shelters. – Refugee operation in Uganda is a dynamic situation + needs have evolved/changed since 2016 – strategies should remain relevant + up to date with such a fluid context, incorporating lessons learnt + improving on response standards.</li><li>- Many field offices have already altered the S-P PSN shelter designs with approval from local OPM staff.</li><li>- Some shelter actors are building S-P PSN shelters that do not respect any of the strategies’ standards (either 2016 or revised 2018 - 2025), resulting in substandard construction (i.e. no cross-ventilation, smaller footprint, burnt bricks used, no render to walls + no protective paint to structural wooden frame). Also, this leads to inequitable assistance + potential protection/security risks for refugees.</li><li>- OPM feel that 8 years is too long for this strategy + it should be 3 year maximum.</li><li>- Revised strategy should include <b>mud + wattle</b> as an option for wall construction – it is common to both Uganda + the DRC so would be culturally appropriate, as well as easy to build.</li><li>- Revised strategy should also consider making <b>rainwater gutters + harvesting systems</b> a compulsory component of S-P PSN shelters where rainwater collection is feasible.</li><li>- OPM are calling for a one day workshop to review the revised strategy proposal with all stakeholders present, including technical line ministries, refugees + host community members.</li></ul> <p>A table of comparative justifications for need to revise + improve on 2016 shelter strategy is <b>attached with minutes</b>.</p>			
ITEM 7.	Draft Settlement Planning Guidelines – status update		
<ul style="list-style-type: none"><li>- Draft revised strategy has been shared with OPM for feedback + their necessary approval to disseminate to SSSWG.</li><li>- Draft is harmonized with the GOU National Physical Planning Standards + Guidelines that was created by the Ministry of Lands, Housing + Urban Development in 2011.</li></ul> <p>The National Physical Planning Standards + Guidelines is <b>attached with minutes</b>.</p>			
ITEM 8.	AOB		
<b>REACH;</b> As part of the Joint Multi-Sector Needs Assessment (JMSNA), under the Joint Assessment Task Force (JATF), REACH are conducting a secondary data review of existing research/studies/reports/analysis on the refugee response in Uganda. SSSWG members are encouraged to upload any relevant documents to this <a href="#">online form</a> + indicate the source, geographic coverage, relevant sector(s) + key finding(s) that should be referenced for complementary analysis. Kindly include the hyperlink to the report(s), if available or share the electronic copy with the following focal points; <ul style="list-style-type: none"><li>- Rebecka Rydberg = <a href="mailto:Rebecka.rydberg@reach-initiative.org">Rebecka.rydberg@reach-initiative.org</a></li><li>- Seth Caldwell = <a href="mailto:seth.caldwell@reach-initiative.org">seth.caldwell@reach-initiative.org</a></li></ul>			
NEXT MEETING	26 June 2018		
ACTION ITEMS	RESPONSIBLE	DEADLINE	STATUS
To share with SSSWG the meeting presentation + roof design ppt	Phoebe Goodwin (PG)	30 May 2018	COMPLETE
To share with SSSWG the revised final 4W matrix indicators	PG	30 May 2018	COMPLETE
To recirculate to SSSWG the standard emergency shelter kits	PG	30 May 2018	COMPLETE
To provide REACH with all secondary data reports/studies/ assessments on site planning, shelter + NFIs	SSSWG	1 June 2018	URGENT
Organize joint OPM/SSSWG field mission to inspect shelter activities + how/if 2016 shelter strategy is being respected	PG/ Innocent Ndahiriwe (IN)	15 June 2018	IN PROCESS
Organize workshop with OPM for the Revised Shelter Strategy	PG / IN	15 June 2018	IN PROCESS