

**Shelter / NFI / CCCM Cluster Meeting Minutes**

**10:00 – 12:00, Wednesday, March 27, 2013**

**UNHCR YGN**

**Attendees:** OCHA, Save the Children, Turkish Cooperation and Coordination Agency (TIKA), UN-Habitat, CDN, ACTED, UN Habitat, WASH Cluster/UNICEF, DRC & The Lutheran World Federation

Agenda Item	Discussion	Action / Actor / Date
<p>Introductions / Update</p>	<p>Cluster Coordinator (CC) particularly welcomed TIKA to the meeting. Cluster hoped from this point forward they would be regular participants at <i>this</i> forum.</p> <p>CC underlined the standards as agreed across the Cluster for <u>temporary</u> and <u>permanent shelter</u>, plus <u>NFIs</u> are now on the Shelter/NFI/CCCM website.</p>	
<p>Meikhtila Update</p>	<p>Overview on the situation was given by OCHA's Humanitarian Affairs Officer Norwin Schafferer. Reference was made to an OCHA document: <i>IDP locations, Meiktila 26th March</i>. In summary, 22 different IDP locations since reduced to 18, in the region of 13,000 IDPs. Many located in schools (collective centres) and one notable large site referred to as the <i>Stadium</i>, containing 2,300 IDPs. Reportedly 2,300 houses lost or destroyed.</p> <p>Main request from the GOM had come in the form of shelter and NFI support. Actors interested in providing NFI support included MRCS; Unicef and Save the Children. The latter confirmed that to-date they had sent 103 NFI kits to Meiktila and the plan was to send more, in the region of 400.</p>	<p>CC to circulate <i>IDP locations, Meiktila 26th March</i> to all Cluster members following the meeting.</p> <p>CC to collate available information from those operational in Meiktila to determine gaps and advocate with Cluster members to meet shelter/NFI needs. Also, and as already had been done, specific updates on the situation would be fed through via email by the</p>

	<p>In terms of GOM interlocutor for this new displacement, it was the RRD.</p> <p>TIKA asked the Cluster about providing assistance for this IDP caseload, noting that they had funds. It was suggested as more detailed information on the needs come through (which they would now receive a member of the Cluster) they could consider areas for possible engagement. Specifically on tents they asked about providing tents, if needed? CC stressed the issue of <u>standards</u> and if they were seriously interested in buying tents the Cluster could provide more detailed technical advice/points of contact in terms of suppliers.</p>	<p>Cluster Lead.</p> <p>CC to make contact with relevant person in RRD in terms of Cluster support for the Meiktila response.</p>
<p>Rakhine Crisis Update</p>	<p>CC stressed that since last YGN Cluster meeting, 13<sup>th</sup> March, there had been significant developments in terms of concerns around the shelter situation in Rakhine. Despite the speed of events he had sought to update Cluster members, noting the email sent 20<sup>th</sup> March and updates thereafter.</p> <p>March 18<sup>th</sup>, CC gave a presentation, <i>Shelter Cluster Update</i>, to the donors, which included US, British, Australian and ECHO Ambassadors. The presentation focussed on the <u>strategy, situation &amp; response, critical needs</u> and <u>constraints</u>. In terms of critical shelter needs the focus was on three areas: rural areas of Sittwe Township, Myebon Township and Pauktaw Township. Critical needs focus on those IDPs residing on flood prone land and</p>	<p>Agreed at this meeting that the Shelter Cluster Lead would revert by that Friday, 22<sup>nd</sup> March, with a suggested <i>Plan</i> as to how these critical needs could be addressed. The Plan was sent to the UN Resident/Humanitarian Coordinator, comprised of four key documents (see list of documents 2, 3, 4 &amp; 5 at foot of minutes).</p> <p>From a shelter perspective the key</p>

	<p>under emergency/makeshift shelter.</p> <p>March 26<sup>th</sup>, CC gave another brief to the same audience as the previous week but on this occasion focussing on the <i>Plan</i>. This <i>Plan</i> was expanded to include other sectors/clusters, notably WASH and Health, under the overall direction of OCHA and to be called the <i>Rakhine Inter-Agency Preparedness-Contingency Plan, March 2013</i>. This document was in the last stages of being finalised.</p> <p>CC, as done in previous meetings, stressed for other actors to come forward if they had any interest in providing temporary shelter in what was now a critical situation, with rains weeks away? While appreciative of some actors concerns around where temporary shelters were likely to be built, particularly freedom of movement and segregation issues, <i>saving lives</i> was now the priority, which the donors recognised and had been extremely supportive of at the aforementioned meetings (March 18<sup>th</sup> &amp; 26<sup>th</sup>).</p>	<p>data was as follows:</p> <p><b>Sittwe Township:</b></p> <p>45,000 people in critical need; 8-9 sites; US\$5.2 million needed; approx. 940 <i>8-unit</i> shelters needed; total land required, approximately 90 acres; Shelter actor – Govt?</p> <p><b>Pauktaw Township:</b></p> <p>19,879 people in critical need; 4 sites; US\$2.6 million; 477 <i>8-unit</i> shelters needed; ideally in place of origin to avoid elevation; Shelter actor – UNHCR/DRC</p> <p><b>Myebon Township:</b></p> <p>4,169 people in critical need; 2 sites; US\$0.5 million; 95 <i>8-unit</i> shelters needed; ideally in place of origin to avoid elevation; Shelter actor – UNHCR</p> <p>Other than UNHCR and DRC, no other shelter Cluster members indicated willingness and/or capacity to address some/any of the temporary shelter needs in Rakhine. The exception to this was TIKA that stressed that they needed a “letter from the GOM” requesting their support before considering that request.</p>
<p>JIPs – camp profiling template for Kachin</p>	<p>Further to the email sent 25<sup>th</sup> March by the CC in terms of camp profiling in Kachin (as part of the JIPs mission), Cluster members were asked if they had any comments about the Camp Profile Questionnaire? CC also said that</p>	<p>ACTED reverted with three comments, one in relation to basic demographic data, another WASH and another health and education.</p> <p>CC to fee these comments through</p>

	<p>the template would be shared with Lead Agencies of some sectors that have some coverage in the Questionnaire for their feedback/input.</p>	<p>to JIPs mission ASAP.</p>
<p>Strategic Advisory Group (SAG)</p>	<p>Following a bilateral meeting between DRC and the CC, a draft TOR was circulated at the meeting by the CC. Acknowledged that this version contained too many possible members and if not reduced would mean a SAG would be the same size as the wider YGN forum. As per the email sent 22nd March to give forewarning to the Cluster, voting then started with each Cluster member casting two votes for the two I/NGOs (of their choice) to be members of the SAG.</p>	<p>The two agencies that received the most votes were CDN and DRC: Confirmed and agreed that CDN and DRC would be the two I/NGOs in the SAG.</p>
<p>AOB</p>	<p>CC confirmed that for the rest of this week he would be on mission to Kachin, Bhamo, to visit camps, see shelters and attend a Shelter/NFI/CCCM Cluster meeting in Bhamo. The following week he would again be visiting Kachin but this time Myitkyina, again to visit the field (see camps &amp; sites) and attend Shelter/CCCM and NFI Cluster meetings.</p> <p>In terms of next meeting date, it would be confirmed via email but CC was keen to have a meeting before the (Thingyan) break, particularly if developments for Rakhine remained as fluid as they had in the previous two weeks. It would be important to keep all members updated and discuss issues as required/needed.</p>	<p>Agreed action that CC would send an email to Cluster to confirm date/time of next meeting. Most likely to be (as usual) fortnight from today.</p>

Next YGN meeting date to be confirmed

**Documents shared in hard copy with the participants at the meeting included:**

1. PowerPoint presentation Rakhine: Shelter Cluster Update, 18 March 2013
2. Overview of Plan for Critical Shelter Needs in Rakhine State
3. Annex 1 Shelter Cluster Action List Rakhine - Actions per Site Tabular Format
4. Annex 2 Overview of Rakhine State Shelter Cluster Status List - Critical Shelter Needs
5. Seven different maps showing locations of all 15 critical sites in Rakhine State
6. PowerPoint presentation Rakhine: Critical Shelter Needs, 26 March 2013
7. Draft TERMS OF REFERENCE: Strategic Advisory Group (SAG) – Shelter/NFI/CCCM Cluster – Myanmar