

Minutes of Istanbul Basic Needs Sector Working Group (WG) Meeting

13 March 2018

Time & location:	13 March 2018, ASAM Dolapdere
Chaired by:	Hilary Bowman (UNHCR – BN co-coordinator) and Dina Morad (WFP - BN co-coordinator)
Participants:	UNHCR / WFP / HRDF / ASAM / Sevgi ve Kardeslik Foundation / AAR Japan / Support to Life / IPC/ TRC

Agenda Item	Summary of Discussions	Action Point/Time Frame
Welcome and Introductions	<ul style="list-style-type: none"> BN Co-chair welcomed participants and explained agenda points. 	
Action Points from January BN WG	<ul style="list-style-type: none"> Sector leads to bring up need for LH working group or group to coordinate LH activities in IST at the Feb STF PWG/ISWG Protection/Livelihoods meeting on Thursday 15 March Sector leads to share reporting guidance on CBI in cooperation with other related sectors, such as Protection. Pending Sector leads to share spreadsheet to collect info on contents of hygiene kits. To be completed and returned to co-leads by: 16 February 2018. Completed – no feedback BNWG work plan to be shared with participants for their input. Inputs to be shared to Sector leads by: 16 February 2018. Completed – no feedback Presentation and report on the outcomes of the Coordination with Municipalities Workshop to be shared with the participants. Completed 	<ul style="list-style-type: none"> Sector leads to share CBI Reporting Guidance as soon as completed. BN WG Participants encouraged to respond to CBI TWG Survey on CBI across all sectors. Deadline: 20 March 2018 (link shared in email) ToRs for coordination with municipalities to be shared upon completion.

	<ul style="list-style-type: none"> • Terms of Reference to be shared with the participants, so that they will be able to provide feedback and recommendations. <i>Pending</i> • Sector leads to bring up need for Health WG or group to coordinate health needs in IST at the Feb STF PWG/ISWG <i>Protection/Health meeting on Wednesday 14 March</i> 	<ul style="list-style-type: none"> • Sector leads to re-circulate matrix for contents of CRI/Hygiene kits for inputs. Deadline: 23 March 2018
Endorsement of Basic Needs Work Plan 2018	<ul style="list-style-type: none"> • Basic Needs Work Plan was shared following BN WG in January 2018. No comments were received for addition or edits. • <u>Basic Needs Work Plan 2018 is endorsed.</u> 	
Outcome of Shelter Workshop	<ul style="list-style-type: none"> • Sector leads shared the content of the Shelter Workshop, held in Gaziantep on 7 February 2018, including proposed next steps to be completed. • Contents of Draft Shelter Guidelines and annexes as drafted by CARE, IOM, UNHCR and WFP were presented. • BN WG participants stated that currently no shelter intervention programming is planned in Istanbul. • Bigger concern is Protection-related Shelter such as state emergency shelter for women/children at risk of violence. Limited spaces in State-run shelters is a concern for vulnerable people. • Some organisations are providing cash for rent as part of protection intervention/emergency cash. 	<ul style="list-style-type: none"> • Sector leads to share Guidelines and annexes for comments. Deadline: 23 March • Sector leads to follow up with links with PWG re: emergency shelter. Deadline: Next BNWG • Sector leads to get further information on state shelter policy. Deadline: Next BNWG • Sector leads to share link to workshop documents and presentations. (link in email)
Activity Info & Dashboards	<ul style="list-style-type: none"> • Sector IMO demonstrated new live dashboard functionality, showing month by month reporting against BN indicators. • Reporting is to continue on a monthly basis though dashboards will be prepared on a quarterly basis. BN WG participants should revert with any feedback, comments for dashboards to be improved or made more user-friendly. • Sector leads encouraged BN WG participants to report into Activity Info regardless of whether they appealed against the 3RP. AI reporting is an essential tool for coordination, identifying gaps and overlaps. 	<ul style="list-style-type: none"> • As required, BN WG participants should share contact info for relevant focal points to be given access to Activity Info and revert with any training needs. Deadline: Open

Basic Needs Indicator Guidance note	<ul style="list-style-type: none"> • Sector leads presented the Basic Needs Indicator Guidance Notes with specific focus on Shelter, CBI, Hygiene kits and municipal support. • Indicator relating to transport will not be reported against as IOM have ceased their transport to/from Adiyaman camp and it has been taken over by AFAD. 	<ul style="list-style-type: none"> • BN WG participants to revert with comments, feedback. Deadline: 23 March 2018 • BN WG participants to revert with any other indicators requiring further clarity. Deadline: Open
AOB	<ul style="list-style-type: none"> • BN WG will be held on a bi-monthly basis. Day to be confirmed. Either 2nd Monday or Tuesday of the month, with ESSN TF. 	<ul style="list-style-type: none"> • Sector leads to confirm the date of next BN WG.

Next Meeting: 2nd Monday/Tuesday May 2018 TBC