| **Cluster:** | Shelter |
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| **Date of Meeting:**  | May 26th 2016 | **Time:** | 3pm to 4:30pm |
| **Meeting Facilitator:** | Luke Johnson | **Location:** | Nasituan BLDG - PWD |
| **Minutes Prepared By:** | Dick Abel M | **Location:** | PWD Conference Room |
| 1. Meeting Objective |
|  a). Resuming of Shelter Cluster |
| Meeting attendance: List of attendees as per on meeting of 26th May 2016 |
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| 3. Agenda and Notes, Decisions, Issues  |
| **Topic**1. Introduction of new Cluster coordinator
2. Revisiting and defining Vanuatu Shelter Cluster aims and objectives
3. Discussion on Lessons Learned from TC Pam response
4. Information and data collection needs and processes
5. Feedback on expected VSC Coordinator role and work plan
6. AOB
 | **Note/Actions** | **Owner/Time** |
| 1. **Introduction**

• introduction of all members plus new Shelter Cluster Coordinator [Luke Johnson].1. **Revisiting and defining Vanuatu Shelter Cluster aims & opjectives**
* Shelter Cluster Coordinator briefing on his role for the next 6 months – also briefing on his goals & targets under IRFC for the TC PAM recovery period – TOR of the Shelter Cluster
* Tom Bamforth [Global & Pacific Reginal Cluster coordination] brief on Role of the Shelter Cluster, its definition, aims and objectives.
* **Objective of Shelter Cluster**
1. Info on Website regarding objective of the Shelter Cluster
2. Website: <https://www.sheltercluster.org/response/vanuatu-cyclone-pam-2015>
3. **Discussion on lesson learned from TC PAM response**
* The Needs & Gaps
1. What has been done
2. What worked well
3. What needs to be improved
* Involvement of the Vanuatu Building Association,
* Training to be standardised
* Need for Disaster Legislation
1. **Information & Data Collection need and processes.**
* Information gathering/sharing/preparedness
* Update Statistics,
* The needs & gaps,
* Coordination with the National Government
* Develop strategies/approaches/mobilisation
* Role in Disaster/Emergency
* Information & data collections
* Other info that will facilitate objectives of the Shelter Cluster
 | *Note: next Meeting confirmed for 23rd June 2016* |  |
| 1. **Feedback on expected VSC coordinator role and workplan.**
2. AOB
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