16.06.2016 - HCTT Meeting Minutes (DRAFT)

Venue: Office of the UN Resident Coordinator (RC) IDB Bhaban, Sher-e-Bangla Nagar, Dhaka.

Participants:

HCTT Members:

1. Satya Brata Saha, MoDMR, HCTT Co-chair  
4. Andrew Muesyoki, UNICEF, Nutrition cluster;  
5. Shabnaaz Zahereen, UNICEF, Child Protection cluster;  
6. Emmanuel Drouhin, WFP, Logistic cluster;  
7. Marielle Pettersson, IFRC, Shelter cluster;  
8. Hasibul Bari Razib, IFRC, Shelter cluster;  
9. Muhammad Zahidul Rahim, WHO, Health cluster;  
10. Nadia Rahman, UNFPA, GBV cluster;  
11. Michelle Cicic, ECHO, (donor Representative);  
12. Nafisa Ziauddin, DFID (donor Representative);  
13. Jamie Terzi, Care Bangladesh (iNGO Representative);  
14. Hasina A., DCA (iNGO Representative);  
15. Kazi Shahidur Rahman, RCO, HCTT Secretariat;  

Non-HCTT Member:

1. Syed S. Arefeen, WFP representative;

1. Approval of HCTT minutes

HCTT Members approved the draft March HCTT minutes without further comments/modifications.

In March, two (2) presentations could not take place during the meeting (The Nutrition cluster Performance Monitoring Report and the Education in Emergencies framework). However, these presentations/reports were shared by RCO w/ HCTT Members. It was indicated that any question on these documents could be addressed to RCO for further proceedings.

HCTT Members were informed that the Needs Assessment Working Group (NAWG) would meet on Sunday May 29th. They were also informed that during the 1st week of June, RCO would contact cluster members to develop the consolidated overview of preparedness planning by clusters in cooperation with the GoB (as agreed during HCTT March meeting).

2. HCTT Effectiveness and way-forward
As per HCTT March meeting, a focus group met (May 11th) to identify key issues and possible way forward to improve HCTT functionality. It covered the following areas: HCTT mission, Engagement with the GoB, Governance of the HCTT, HCTT Membership and Clusters and WGs functionality.

The outcome of the meeting was shared with HCTT Members who approved the proposals. However, additional proposals were added: (1) To include performance indicators; (2) To identify/to liaise with “natural” GoB’s counterpart to ensure their participation in the leadership of each cluster; The latter being understood as a facilitation of the decision-making processes on emergency preparedness and response; (3) Recognizing that current HCTT Membership might not be sufficient in case of a major disaster such as an earthquake, to consider including in the ToRs a provision for temporary membership.

**Actions:**

- HCTT co-chairs to convene another focus group meeting during the 1st week of June to re-write the ToRs of the HCTT. This revision will notably concern the following points: (a) The reaffirmation/redefinition of the HCTT’s mission; (b) The inclusion of a proposed upward and downward accountability mechanism for the HCTT; (c) The definition of the functional relationship b/w HCTT and LCG DER and, of a mechanism to follow-up on the implementation of actions points from previous meetings and, (d) The definition of a commonly agreed set of criteria for being a member of the HCTT and support to members.

- HCTT co-chairs to contact GoB’s counterpart of each cluster/sector to ensure their participation in the leadership of each cluster.

3. **Earthquake preparedness/urban cluster**

November LCG-DER meeting requested the HCTT to consider the establishment of an Urban Cluster. HCTT Members exchanged and shared their point of view on the matter. HCTT Members were in favor on mainstreaming interventions in urban context in the existing clusters, instead of establishing an Urban cluster per se. HCTT members proposed a working group/task force to be established on urban related issues.

It was stressed that Urban related work for better preparedness in case of urban disaster would imply the involvement of agencies/institutions that are not presently members of current clusters (e.g. UNESCO, UNDSS, UNOPS, UNHABITAT, WORLD BANK, ADB, USAID etc.). It was also indicated that HCTT’s work in that field could complement/benefit from collaboration with the existing Urban LCG and the Urban Forum, whose work are more focused on urban policy and governance as well as on resilience and equity.

HCTT Members exchanged on the roles of the HCTT urban task force. Among the suggestions made were: (1) promotion of the civil-military coordination including INSARAG initiatives; (2) DREE exercises; (3) monitoring preparedness activities; (4) advising HCTT Members on urban related issues; (5) advocacy; (6) It was also stressed that a top priority task would be to prepare a...
joint disaster preparedness on earthquake plan/strategy in support of GoB’s efforts in that regard; (7) identification of areas possibly not sufficiently covered by the CDMP and the National Contingency Plan; (8) Facilitation of international assistance.

Actions:

➔ HCTT co-chairs to inform LCG DER of the HCTT views on the establishment of the Urban Cluster;
➔ HCTT co-chairs to invite HCTT Members to discuss specifically the upcoming work of the HCTT Urban task force as well as its leadership; once an agreement reached, to invite other interested organizations to join the task force.

4. Gender-based Violence Cluster

UNFPA presented the rationale, ToRs and concept note of the Gender-based violence proposed cluster. UNFPA informed HCTT Members that the proposed establishment of a GBC cluster was supported by the MoDMR and the Ministry of Women and Children Affairs (MoWCA) which will be co-leading the GBV cluster. UNFPA also informed HCTT Members that NRC was on standby for supporting the establishment of the cluster.

HCTT Members supported the establishment of the GBV Cluster. Some recommendations were made by the HCTT Members for the GBV Cluster’s consideration: (1) Men and boys need to be equally considered in the work of the cluster; (2) GBV Cluster needs to commit to its own functionality; (3) Existing clusters and GBV clusters encouraged to work in partnership on GBV related issues (e.g. Health Cluster and Child Protection Cluster); (4) GBV to consider helping other clusters to incorporate GBV in their own cluster plans.

Actions:

➔ HCTT co-chairs to inform LCG DER of the HCTT’s support to the establishment of the GBV Cluster

5. AoB

a. Standby for a possible ad-hoc HCTT meeting on cyclone ROANU during the weekend;
b. Next HCTT meeting tentatively scheduled for June 16th;
c. Draft of the new national policy of development – the HCTT to develop and to convey its position to relevant authorities

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