



SETTLEMENT PROFILING TOOL

A SPATIAL ANALYSIS FRAMEWORK FOR SETTLEMENTS
ACCOMMODATING DISPLACED POPULATIONS

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ABBREVIATIONS

ABA	Area-Based Approach
CBI	Cash-Based Incentives
CRRF	Comprehensive Refugee Response Framework
DRR	Disaster Risk Reduction
EIA	Environmental Impact Assessment
GCR	Global Compact for Refugees
GIS	Geographic Information Systems
HLP	Housing, Land and Property
IDP	Internally Displaced Persons
M&E	Monitoring and Evaluation
MoU	Memorandum of Understanding
MPA	Master Plan Approach to Settlement Planning
NWoW	New Way of Working
PoC	Persons of Concern
RBA	Rights-Based Approach
SGBV	Sexual and Gender-Based Violence
SIP	Settlement Information Portal
STDM	Social Tenure Domain Model
WASH	Water, sanitation and hygiene

GLOSSARY

Sustainable Development Goals (SDGs)

The Sustainable Development Goals are a universal call to action to end poverty, protect the planet and improve the lives and prospects of everyone, everywhere. The goals are the blueprint to achieve a better and more sustainable future for all. They address the global challenges we face, including those related to poverty, inequality, climate change, environmental degradation, peace and justice. The 17 goals were adopted by all UN Member States in 2015, as part of the 2030 Agenda for Sustainable Development which set out a 15-year plan to achieve the Goals.

New Urban Agenda (NUA)

The New Urban Agenda is an action-oriented document that mobilizes Member States and other key stakeholders to drive sustainable urban development at the local level. The implementation of the New Urban Agenda contributes to the localization of the 2030 Agenda for Sustainable Development in an integrated manner, and to the achievement of the Sustainable Development Goals and targets, including Goal 11 of making cities and all human settlements inclusive, safe, resilient and sustainable.

Humanitarian, Development & Peace Nexus

The concept of the Humanitarian, Development & Peace Nexus focuses on the work needed to coherently address people's vulnerability before, during and after crises. It encourages more integrated processes, and a shift beyond project-based development and humanitarian interventions aiming to support initiatives that meet immediate needs at the same time as ensuring longer-term investment that address systemic causes of conflict and vulnerability. This approach is considered to enable better opportunities to reduce the impact of cyclical or recurrent shocks and stresses, and support the peace that is essential for development to be sustainable.

Master Plan Approach (MPA)

The Master Plan Approach to settlement planning is UNHCR's guiding framework for the spatial design of humanitarian settlements. It establishes a unique response vision aligned to national, sub-national and local development plans and facilitates efforts to link humanitarian responses with long-term development efforts.

Sustainability

Sustainable development has been defined as development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

Urban

An urban area can be defined by one or more of the following: administrative criteria or political boundaries (e.g., area within the jurisdiction of a municipality), a minimum threshold population size (this varies globally between 2000 and 50,000), population density, economic function or the presence of urban characteristics (e.g., provision of public services, paved streets, electric lighting, sewerage).

Urbanisation

The increase in the proportion of urban population over time, calculated as the rate of growth of the urban population minus that of the total population. Positive rates of urbanization result when the urban population grows at a faster rate than the total population.

Settlement

The term settlement is used broadly to describe a community in which people live. The scale and complexity of a settlement can range from a small number of dwellings grouped together to large towns and cities with surrounding urbanized areas. The tool refers to the relevant settlements where refugees or host community populations live, either separately or together. It is important to note that settlements can be either urban or rural, temporary or permanent.

Settlement Profile

A Settlement profile is a document that provides a succinct but comprehensive overview of all the relevant physical, socio-economic and policy dynamics that affect a particular settlement through a spatial lens. It should provide the reader with a clear overview of the challenges and opportunities facing the development of the settlement and its inhabitants as well as broad recommendations on potential ways forward.

Macro Scale

The Macro scale in this document, in line with UNHCR's Master Plan Approach refers to considerations in relation to the international, national and sub-national context. Key factors will include; national and policies and plans, patterns of urbanisation, infrastructure networks, trading routes and climate risk considerations. In more traditional urban planning terminology, this can commonly be referred to as transnational, regional, or country scale contexts.

Meso Scale

The Meso scale in this document, in line with UNCHR's Master Plan Approach refers to considerations in relation to the relevant locality in which the settlement(s) in question exist. This can include considerations on local plans and policies, environmental and land use considerations, economic centres and movement flows, systems of towns and cities, typical infrastructure networks connecting the settlement to nearby towns, cities and adjacent rural areas. In typical urban planning terminology, this can commonly be referred to as district, county, or provincial scale contexts.

Micro Scale

The Micro scale in this document, in line with UNCHR's Master Plan Approach refers to considerations in relation to the settlement itself. It typically focuses on the social, economic and spatial dynamics that define how the settlement functions. It considers the local community governance systems physical constraints, population density, road/pathway & public space networks, provision of basic infrastructure and services, and access to markets or economic opportunities. In typical urban planning terminology this needs to be considered based on the scale of each settlement in question, but can be referred to as settlement, neighbourhood, or ward scale contexts.

THE MASTER PLAN APPROACH (MPA) AND THE SETTLEMENT PROFILING TOOL

Typically, shelter and settlement responses in camps evolve gradually over the course of a crisis. Responses begin by meeting the immediate needs of displaced persons, then go on to address a wide range of medium-term requirements, before ultimately focussing on supporting durable solutions. During a phased response, shelter or settlement interventions should support the well-being of displaced persons and broader community development by:

- Supporting populations of concern to obtain the best possible living conditions in a safe location, while taking into consideration the specific needs of certain groups or individuals;
- Linking humanitarian responses to long term recovery by implementing 'forward-looking' and 'solutions-focused' design and development for humanitarian settlements;
- Identifying risks to the sustainable development of settlements and taking proactive steps to strengthen local resilience capacities.

When establishing a new settlement, or considering a significant extension, the Master Plan Approach (MPA) provides a framework for design and development, which facilitates the evolution of camps into sustainable communities, and ultimately promotes their integration into the wider hosting environment. The MPA allows technical teams to plan and design a settlement that aligns with wider contextual considerations. This approach enables more resilient outcomes that can be integrated with a wide range of actors from various sectors (e.g. Humanitarian partners, development actors, relevant national, sub-national and local authorities). The approach aligns with the provisions of the Comprehensive Refugee Response Framework (CRRF).

Settlement profiling is based on the guiding principles of the MPA. It focuses on developing a more comprehensive understanding of a settlement and provides an analytical framework for assessing the settlement conditions in their wider context. Its findings ultimately point the way to longer term planning considerations. The settlement profiling tool is also designed to guide data collection and analysis in a flexible manner, linking key areas of inquiry to the MPA guiding principles as well as aligning with sustainable development principles such as the Sustainable Development Goals (SDGs) and the New Urban Agenda (NUA). This also allows the tool to be used as a regular reference guide for field staff, thereby enabling an incremental approach to analysis where field conditions do not permit a single clear profiling process. Furthermore, as the tool directly addresses the questions set out in the MPA, it can also be useful for initiating more comprehensive implementation of the MPA and simultaneously incorporating local and international sustainable development priorities.

BEFORE PREPARING A SETTLEMENT PROFILE

Formulating a settlement profile with sufficient content to inform technical and policy planning is likely to take 3-5 months of solid work from 2-3 professional staff. Before embarking on this process, it is important to understand if there is a suitable enabling environment for a settlement profile to be carried out effectively.

Consider the following key when deciding whether it is feasible to carry out a profiling process:

- Do you have the appropriate human resources with time availability and technical capacity to carry out a profile?
- What are the viable next steps that could be undertaken after the profile has been completed?
- Is the political environment conducive to discussing medium-term perspectives?
- Is the security environment safe enough to allow for field surveys, site visits and community consultations?

1.0: THE APPROACH

1.1 WHAT IS SETTLEMENT PROFILING?

There are many actors, ongoing activities and varied sets of data in most humanitarian or refugee crises, particularly when the crisis is protracted. This inhibits clarity and a common understanding of the issues, and hinders a coordinated response.

Almost without exception, there is no strategic or cross-sectoral spatial understanding of the situation. Often in protracted settings, a cycle of shifting, well-intentioned but short-term and sector-specific humanitarian responses will culminate in unsustainably costly operations that nevertheless struggle to provide dignified living conditions. This has left communities facing increased long-term vulnerability, inhibiting self-reliance and increased disaster risk. In light of this, it has become clear that a more planned response is required to address the issues that arise from rapid urban development and humanitarian crisis.

As part of ongoing UN system-wide agendas, (including the New Way of Working, the New Urban Agenda and the Sustainable Development Goals) UN-Habitat has been developing and utilizing cross-sectorial Settlement Profiles to help inform urban development policy decisions. This has been done by providing comprehensive high-level spatial analysis on urban systems, then making strategic policy or project recommendations based on the findings. UN-Habitat in partnership with UNHCR has developed two pilot settlement profiles in Kebribeyah (Ethiopia) and Nakivale (Uganda).

Settlement profiles offer a detailed snapshot of the conditions of urban and urban-like areas. This information can be used by officials, UN Agencies, Donors, NGOs and other stakeholders to inform settlement planning decisions and target sustainable infrastructure investment. A settlement profile is not a plan. It is instead a repository of spatial information that can be used to inform planning and development. The information is mapped and can include broad demographic data, from information on mobility and infrastructure to environmental studies. By going beyond analysis to provide recommendations or outlined scenarios that are relevant to policy, settlement profiles help establish political priorities and entry points for discussions with partners, communities and local governments about what to plan, where and when.

This settlement profiling tool is particularly focused on situations where protracted displacement has occurred, and supports a shift towards prioritising development interventions. The profile outputs should provide a concise and useful framework to help target investment in recovery situations. A settlement profile is intended to be used in conjunction with existing policies, organisational mandates, technical guidelines and studies to further support humanitarian actors. In particular, this includes UNHCR operations (e.g. country-level coordinators) when operating in urban contexts, which require a multi-faceted understanding of the specific conditions, dynamics and systems unique to urban and urban-like areas.

Figure 1: Lack of potential to establish typical spatial planning processes in humanitarian crises

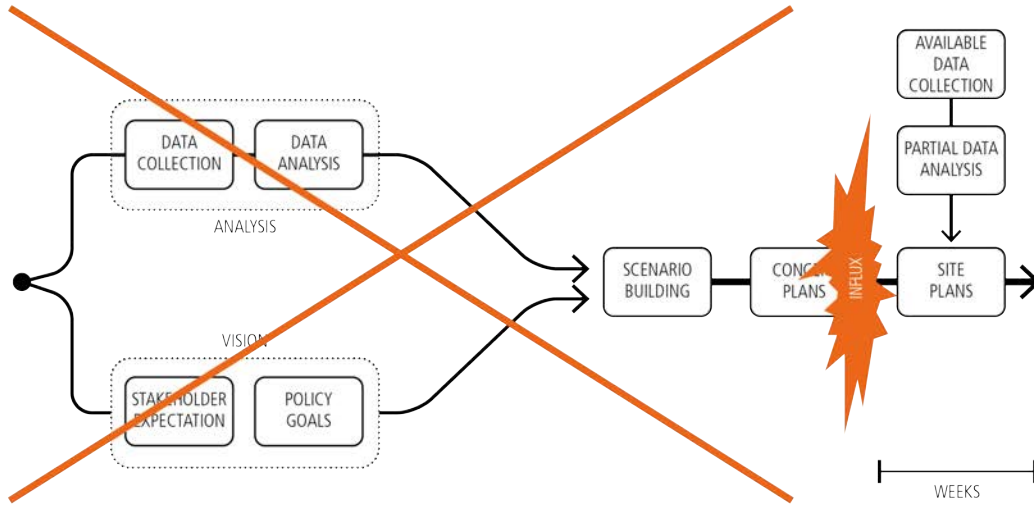


Figure 2: Spatial Profiling as a methodology to “retroactively” establish planning processes

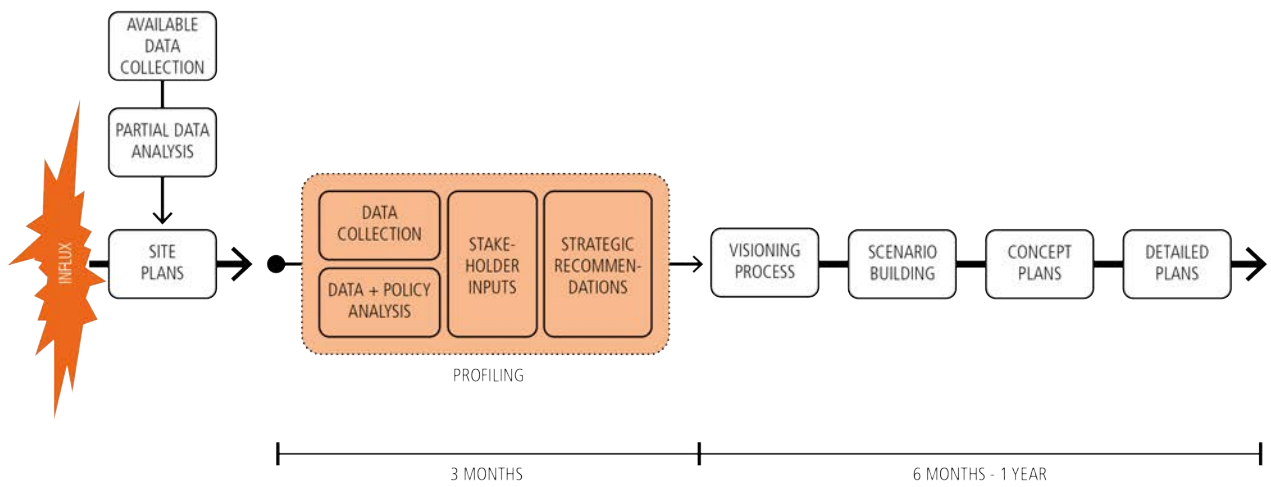
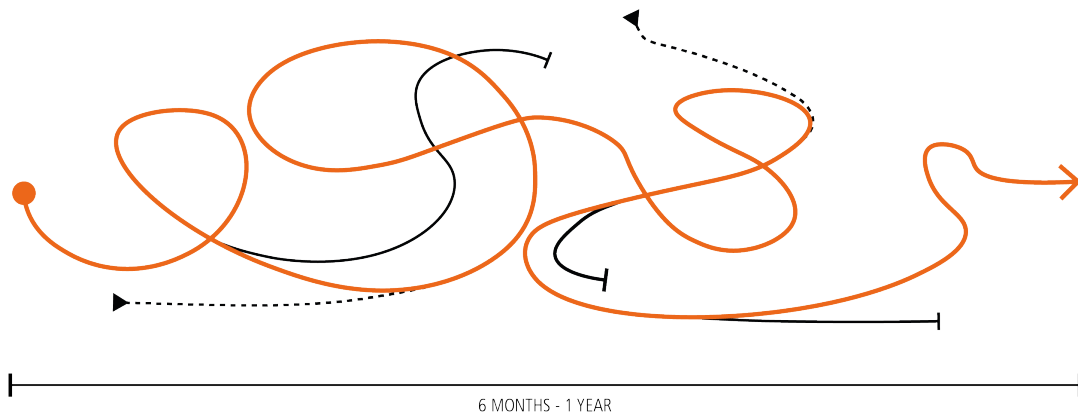


Figure 3: Reality of planning processes as a non-linear process



1.2 TARGET AUDIENCE

Who should use the settlement profiling tool?

The tool is aimed at supporting settlement planners, programme officers and development officers in UNHCR country operations. It outlines the key steps for making a profile and provides a Framework of Investigation, which will help guide the collection of information and data. The framework then suggests ways in which the information can be collated to develop a comprehensive spatial understanding of a particular settlement or place, including cross-sectoral factors. The profiling tool also provides entry points for country-level and settlement-level practitioners to feed technical information (E.g. WASH, Health, Education etc.) into the profiles with a view to informing the longer-term development process.

Who should the profile output be aimed at?

The profile output is versatile and can be aimed at a range of actors across different scales. This tool outlines how to carry out analysis at the national / international (macro), district (meso) and settlement (micro) scales. This enables outputs that synthesise important information for senior humanitarian and development decision-makers regarding future planning, infrastructure and associated policies. A profile can be used to help coordinate the work of district- and settlement-level technical teams that support field operations. A settlement profile could also form the basis for open and informed decision-making with local government, partners and community members.

1.3 THE ITERATIVE APPROACH

A settlement profile for protracted refugee contexts should be developed through an iterative and reflective approach, which is supported by investigation and analysis along the lines of UNHCR's MPA in terms of scale and area of focus.

Settlement profiling builds upon existing institutional processes and the discipline of urban and regional planning. It adheres to practical principles to build clarity and instil trust through the process, take a "good enough" approach and to adapt to context. Ultimately it is rooted in understanding the local settlement characteristics and how communities operate within them.

The structure of a profile ought to reflect the most important issues in that context for future development. However, a flexible approach is required, as new issues will emerge from the field research and data analysis. The final structure of the profile should outline a narrative that comprehensively covers the issues.

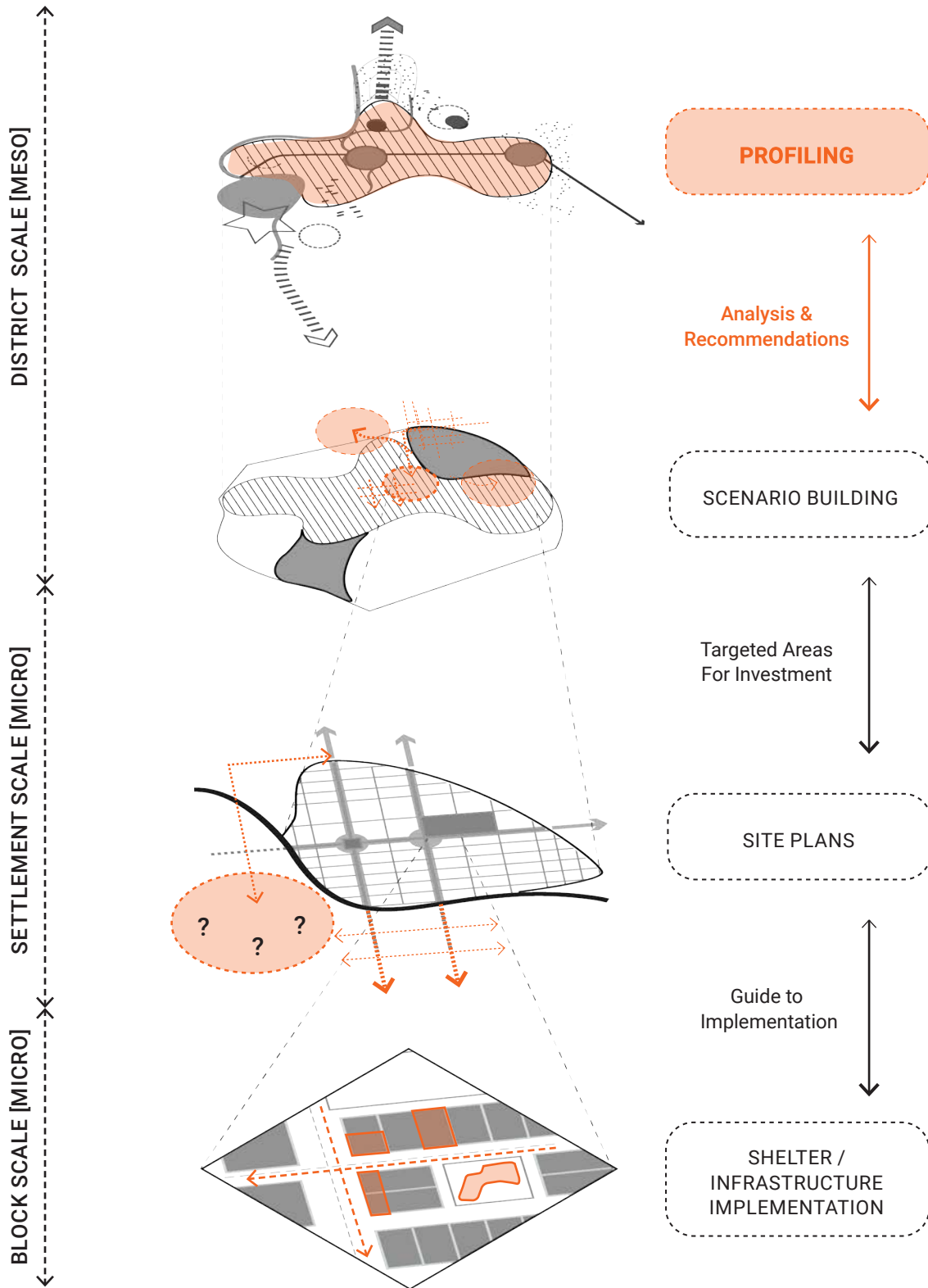
1.4 TIMEFRAME

The timeframe for the profiling process is context dependant but should take approximately 3-5 months. It is important to aim for a quick and "good enough" process to ensure that the information is prepared in a timely manner for decision-making purposes. If the process takes too long, the data collected at the early stages may no longer be relevant.

1.5 GUIDING PRINCIPLES

- Build upon existing knowledge – including the perspectives of local government, community, field and country offices, as well as existing studies and plans
- Leverage the good practices that are evident amongst the local communities
- Capture change and adaptation over time to allow for future monitoring
- Ensure that data is spatially focused, or can be spatially illustrated
- Look beyond the settlement boundary to consider the effect on the territory as a whole – this may include the wider district or administrative region
- Use the profile to initiate a broader process of collaboration with key stakeholders and ensure that the information is "locally owned"
- Maintain a line of investigation that is based on aligning humanitarian and development initiatives

Figure 4: Profiling as an evidence base to support tangible decision making on infrastructure investment



TEAM & TOOLS (PER PROFILE)

Core Team

- Settlement Planner (lead, 100% of time)
- Settlement Planner (support, 75% of time)
- GIS Officer (support, 50% of time, mainly early stages)

Key partners / collaborators (Internal)

- UNHCR Senior Management
- Field Officer (for field missions)
- Sectoral Technical Officers (for data sharing)
- Protection Officer

Key partners / collaborators (External)

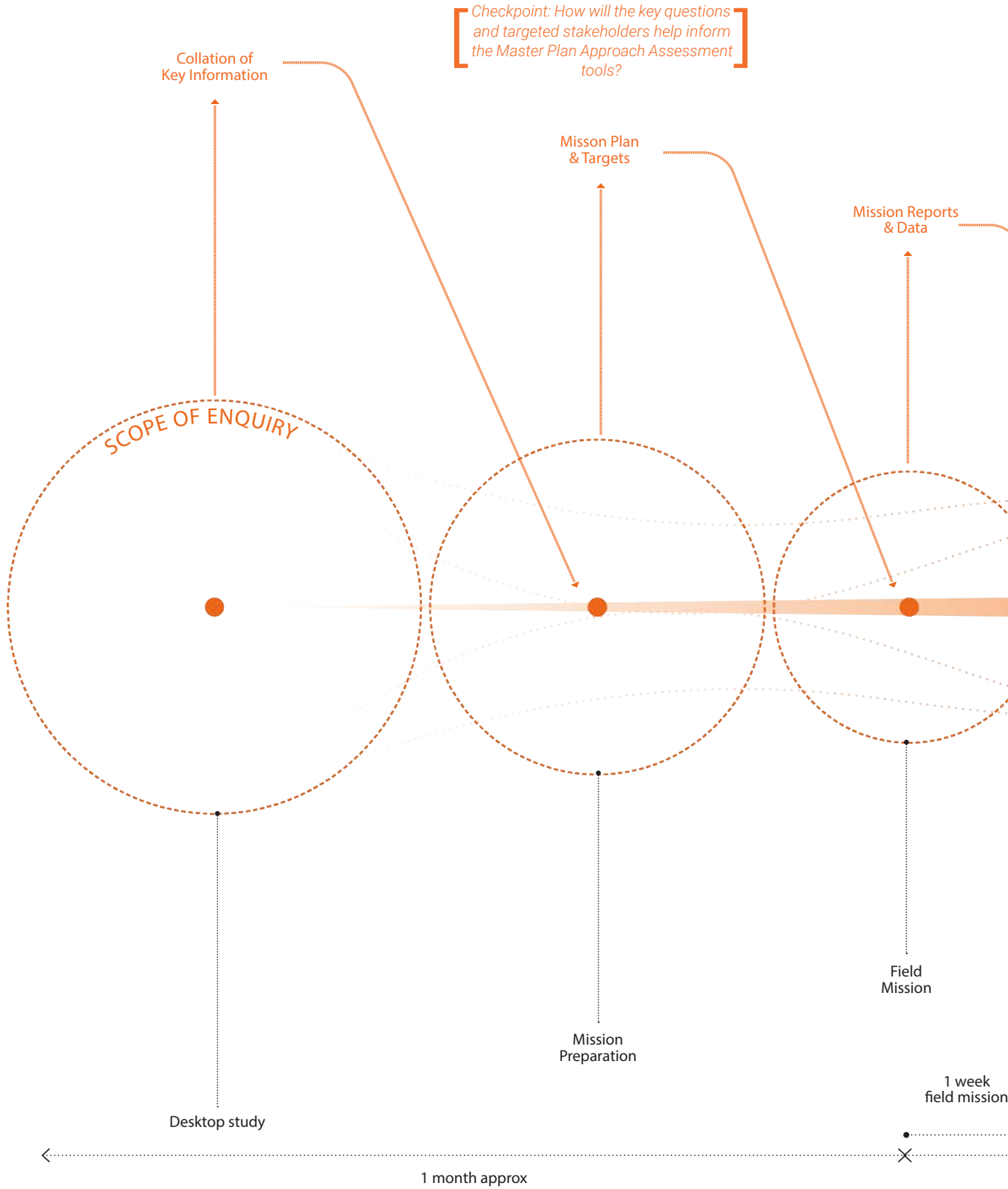
- Local Government Technical Departments, e.g. District Planner, District Engineer, Development Planner, Sectoral Technical Officers, Social Development Officers etc
- National government planning departments e.g. Planning Commission, Refugee Department etc
- Major development donors e.g. Development Banks, EU etc

Tools:

- GIS software, Google Docs / Word, Excel, Adobe Illustrator, Adobe InDesign
- Qualitative data collection methods: targeted key informant interviews with identified stakeholders, community workshops



2.0: THE PROCESS

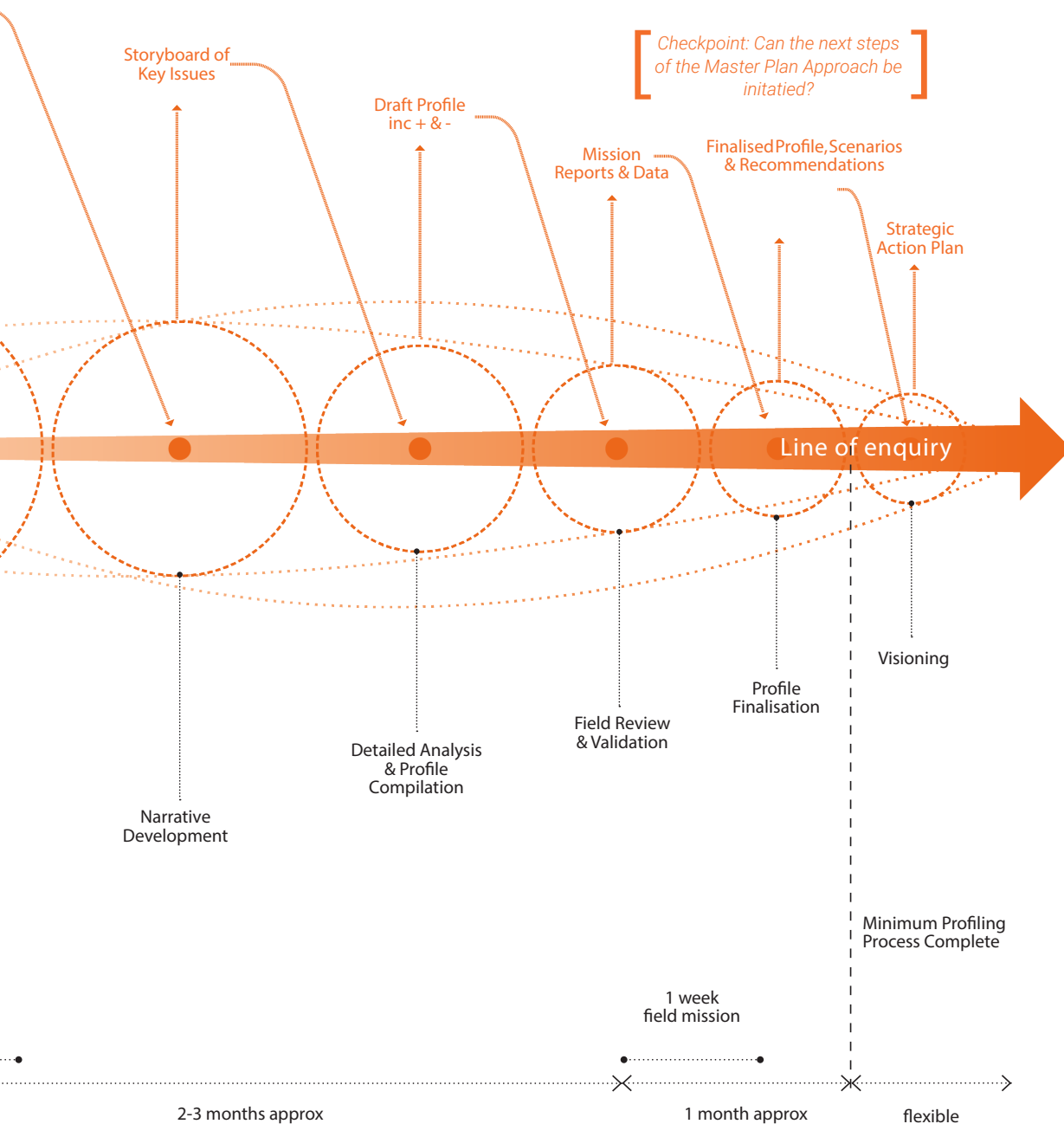


This section is the core of the settlement profiling tool. The collection, analysis and refinement of information at each step of the process necessarily informs the starting point of the following step. The methodology is outlined in Section 2.1, and should be read in conjunction with the multi-scale Framework of Investigation set out in sections 2.2, 2.3 and 2.4.

The methodology outlines each step: the actions required, the analytical tools to be used, the potential sources of information and the output required to inform the next step. The Framework of Investigation sets out key questions that serve as the starting point for a settlement profile and will guide the focus of each step. The key questions cover all the significant issues at various scales that should be examined. While not all questions will be relevant for every case, they may reveal nuances that can be helpful.

Checkpoint: Will these inform the Master Plan Approach Processes?

Checkpoint: Can the next steps of the Master Plan Approach be initiated?





2.1 DETAILED METHODOLOGY

STEP 1 DESKTOP RESEARCH

“What is relevant to the settlement at the national, district and local scales?”

1. Set out initial broad framework or topics of investigation
2. Collect key spatial data
 - a. Open source data
 - b. Humanitarian data
 - c. UNHCR SIP data
 - d. Local government data (publicly available)
 - e. National government data (publicly available)
 - f. Collect relevant supporting information
 - g. Economic data & market research information
 - h. Governance & administration information
 - i. Socio-economic information
 - j. Climate change information
 - k. Migration context, trends and supporting information

Tools / Software / Processes: Google Docs / Sheets for collaborative input, AUTOCAD to review the data from the field, Arc/QGIS for initial manipulation of spatial data, Google Earth

Example sources: Open Street Map, Humanitarian Data Exchange, UNHCR Data Portal, Google Earth, Local Authority Websites, Regional Government Websites, World Bank Country Profiles, CIA Country Profiles, Overseas Development Institute Data Portal, REACH Data portal

Output : Review of general information and key issues identified

When beginning a profile, it is critical to collect a broadscope of spatial information, written information and data (shapefiles, plans, sectoral reports, satellite imagery etc). This will provide a broad understanding of the general situation in a particular area. Get in touch with professionals in the field to collect the most recent data and operational updates. The types of questions / data that should be sought are set out in the Framework of Investigation (see sections 2.2, 2.3 and 2.4).

STEP 2 MISSION PREPARATION

“Who and what can verify, confirm and expand this information?”

1. Who are the key stakeholders?
 - a. National government - refugees
 - b. Local government - relevant line ministries
 - c. Refugee community (representative group)
 - d. Host community (representative group)
 - e. UNHCR - development & technical colleagues
 - f. Other agencies e.g. OCHA, IOM
 - g. Donors e.g. World Bank, EU, DFID
2. What questions should be targeted and to whom?
 - a. Perspectives on refugee context
 - b. Municipal priorities and challenges
 - c. Environmental impact
 - d. Community priorities and challenges
3. How does this inform the Master Plan Approach (MPA)?
 - a. Are the questions posed going to inform the various assessment tools?

Tools / Software / Processes: Google Docs / Sheets for collaborative input, Google Earth, Base Maps preparation at a district and sub-district Scale

Example sources: UNHCR & UN-Habitat Country teams

Output: Mission plan with key stakeholders identified, base maps and target questions

The initial data and broad assumptions that were collected as part of step one now need to be verified, amended and / or expanded. When gathering information, it is important to carefully plan which sites need to be visited in person. Contact relevant stakeholders in advance to ensure their involvement. Stakeholder involvement may facilitate access to relevant information, data or additional stakeholders that are important to contact. Develop questions prior to visiting stakeholders, so that the information gathered is useful and manageable.

STEP 3 FIELD MISSION

“How can information be triangulated to understand the implications on the ground?”

1. Meet with key stakeholders & visit key locations
 - a. Triangulate data & deepen information
 - b. Hold refugee community focus groups
 - c. What sites are important to visit and understand?
 - i. Markets, major facilities, central areas, peripheral areas
 - ii. Adjacent host community areas
 - iii. Local towns and access routes
 - iv. Agricultural and livestock land
2. Gather further data for corroboration
 - a. Spatial data, e.g. GIS shapefiles from local government
 - b. Social & demographic data, e.g. census population data and population growth rates

- c. Environmental data, e.g. climate studies & shapefiles / maps of protected areas
- d. Economic data, e.g. local economic development plans
- e. Community perspectives
- f. Local government perspectives
- g. Agency perspectives



Tools / Software / Processes: Google Docs / Sheets for collaborative input, Wiki-Loc / GPS Location Apps, Geo-referencing camera

Example sources: Local authority databases, central census authority databases, local government development plans, sectoral plans, spatial plans and socio-economic profiles, UNHCR registration and information management teams

Output: Minutes of meetings & notes of consultations, site photos, updated base maps with mission findings

Missions must include both site visits to critical locations and meetings with stakeholders. Be sure to bring a list of questions for stakeholders, as well as various base maps to take notes in the field. Missions provide a good opportunity to ask stakeholders, such as local government and humanitarian partners, to provide digital data in the form of shapefiles, maps, tables, reports etc. Organise participatory sessions with community members to learn their perspectives on the settlement’s critical challenges and opportunities. Frame the questions simply, for example “In this settlement, what are three of the biggest challenges? What are the three biggest opportunities?” Take care to ensure that both positive and negative perspectives are taken into account.



STEP 4 NARRATIVE DEVELOPMENT

“What does this all mean for the settlement?”

1. What are the major issues?
 - a. How does the political environment enable (or not) potential entry points for sustainable interventions?
 - b. What is the regional comparative advantage of the settlement within its hinterland?
 - c. How has the region been affected by climate change? How is this likely to continue?
 - d. What are the major demographic trends?
 - e. What are the key economic activities?
 - f. What are the social challenges?
 - g. What other issues may be relevant?



2. How do the major issues intersect and inform the MPA?
 - a. How do trade routes enable the growth of the settlement and is this linked to the reasons why the refugees have been settled in this particular area?
 - b. How will population growth and the land tenure system interact? Is this a sustainable system?
 - c. What other issues may be relevant?

Tools / Software / Processes: Visual and Narrative storyboard, Adobe InDesign / PowerPoint

Example sources: Notes from meetings, maps, google maps, photos, spatial database information

Output: Storyboard of key issues and the cross-scale interactions

At this stage, all critical information should now be collected. It is time to step back, look over and triangulate the data to reveal key trends and findings. The results of this analysis will form the basis of the settlement profile narrative. It is crucial to figure out which sets of information can be overlaid and triangulated to best illustrate these findings. For example, to reveal areas that lack access to services, the spatialised population data (density map) can be overlaid with the locations of service facilities. After this analysis, define a clear narrative and identify which scales will be represented in the settlement profile. It can be helpful to set out a storyboard of key issues and note which maps, graphics or statistics are needed to illustrate them.

STEP 5 ANALYSIS AND PROFILE COMPILATION

“How do we represent this cross-sectoral information spatially?”

1. How do we represent the issues that are present at a national scale?
 - a. How does the political environment enable (or not) potential entry points for sustainable interventions?
 - b. What is the regional comparative advantage of the settlement within its hinterland?
 - c. How has the region been affected by climate change, and how is this likely to continue?
 - d. What are the major demographic trends?
 - e. What are the key economic activities?
 - f. What are the social challenges?
 - g. Are there narrative reports from reputable sources that further deepen this information?
 - h. What other issues may be relevant?
2. How do we represent the issues that are present at a regional / sub-regional scale?
 - a. What are the regional transport systems?
 - b. What is the population growth? What proportion of this growth is urban, as opposed to rural?
 - c. What are the local economic systems, trade flows and market towns?
 - d. Which narrative reports from reputable sources can further deepen this information?
 - e. What other issues may be relevant?
3. How do we represent the issues that are present at a settlement and surrounding area scale?
 - a. What are the local governance systems?
 - b. How does governance impact service provision and delivery?
 - c. How have the settlement and adjacent host community interacted over time?
 - d. How is the settlement structured?

- e. How is basic service infrastructure provided? Is it functioning? If so, to what extent? Where is it and how accessible is it (both physically and socio-culturally)?
 - f. Are there narrative reports from reputable sources that further deepen this information?
 - g. What other issues may be relevant?
4. How do these issues relate to the information gathered? Are they triangulating? What needs to be verified further?



Tools / Software / Processes: Arc / QGIS, Adobe Illustrator, Adobe InDesign, Google Earth, Google Maps, mapping / diagramming the data

Example sources: ESRI Database, Google Earth, Google Maps, local authority databases, central census authority databases, local government development plans, sectoral plans, spatial plans and socio-economic profiles, UNHCR data portal

Output: Draft profile with key challenges & opportunities

Look over each of the key issues raised in the storyboard and ensure that the analysis is correct. Seek ways to add accuracy, detail and nuance to the narrative at each scale. For example, to better illustrate growth pattern trends within the settlement structure, undertake a deeper analysis of the settlement's history. Maps, diagrams and comparative charts can be used to more effectively communicate information and data. Work with GIS specialists to identify which maps and spatial analyses will be most effective. If the required data is not available, look for possible alternative solutions (see section 4.2). Set a timeline for the production of maps, charts and diagrams at the beginning of step 5, to ensure its timely completion.

STEP 6: FOLLOW UP MISSION AND VERIFICATION

"Is this correct and what should we do about it?"

1. Who are the critical focal points that will need to validate this information?
 - a. UNHCR CRRF & Development Staff
 - b. Local Municipalities
 - c. Community groups
2. Is there critical information that should be added as key findings, challenges or opportunities?
3. How could this information be operationalised?



Tools / Software / Processes: Arc / QGIS, Adobe Illustrator, Google Docs / Sheets, Adobe InDesign, PowerPoint, updating the maps, diagrams and data, creating new graphics.

Example sources: n/a

Output: Mission report with recommendations for amendments and follow ups agreed

By now the draft settlement profile should be broadly completed and the 2nd mission can be planned and carried out. Present key findings and snapshots of the analysis to stakeholders (local government, humanitarian and development partners etc). Disseminate the draft profile to key stakeholders in advance, so that they are familiar with the information and can give feedback. Providing hard copies of the draft for the 2nd mission is useful, as stakeholders can immediately identify any inaccuracies (e.g. names of the villages, sensitive boundaries etc). A second session with community members is useful for confirming findings and building awareness. A mapping exercise can be undertaken with community members to identify places in the settlement that corroborate the mapped data. It is crucial to discuss with stakeholders how the settlement profile can inform the next steps toward future action.

STEP 7: PROFILE FINALISATION

“What needs optimising or refining, and what are the final recommendations?”

1. Are the recommendations of the settlement profile practicable and achievable within the current political environment?
 - a. What is the CRRF (or equivalent) framework and how can this support the recommendations?
2. What were the main aspects of stakeholder feedback? How can these inform the recommendations and next steps?

3. How can the findings and analysis of the settlement profile lead to next steps in proactive planning, as set out in the MPA?
 - a. What next steps should planners consider?
 - b. Should UNHCR or Development Partners take this on?



Tools / Software / Processes: Google Docs / Sheets, Adobe InDesign, PowerPoint

Example sources: n/a

Output : *Final Profile*

Following the mission, it is important to incorporate the stakeholder and community feedback. When working with a long list of comments from various stakeholders, it is helpful to classify the comments by priority and relevance. Ensure that the profile's final recommendations, scenarios and next steps are ultimately in line with the perspectives and capacities of local authorities, communities, humanitarian actors and development actors in the field.

STEP 8: TAKING THE ACTIONS FORWARD

“What next? Who needs to do what and when?”

1. What could be done to disseminate, manage and update this information in the future?
 - a. Will the document be used for interagency or local government coordination? Should it be used as a lobbying tool?
 - b. Is there sensitive information that requires permission for release?
 - c. Who are the key people and institutions who should receive this information?

- d. Are more presentations required for further information sharing?
- e. Can the profile information be published?
- f. How should the consolidated data be managed? Can a joint spatial database be developed?
- g. How often will the data be reviewed?
- h. Is there a portal for management and keeping data alive?
- i. If not, what examples of other relevant data management / portals are there?

Output: *Strategic Action Plan*

Come up with ideas for further steps and potential evolutions of the settlement profile. Data management and utilisations should be discussed with country teams and local governments. This is essential for keeping the profiling work valid and useful.

2.2 FRAMEWORK OF INVESTIGATION - MACRO SCALE [NATIONAL]

RELEVANT MASTERPLANNING APPROACH PRINCIPLES

- 1 National legislation, policies & plans provide a framework for settlement design
- 2 Environmental considerations drive design
- 3 Defining site carrying capacity
- 4 Decisions about density must be taken in context
- 5 Supporting safe and equitable access to basic services
- 6 Providing an enabling environment for livelihoods and economic inclusion
- 7 Addressing housing, land and property issues through an incremental tenure approach
- 8 Defining localised critical design drivers
- 9 Follow natural contours in the design of road and drainage infrastructure

NATIONAL AND INTERNATIONAL SETTING

- 1
 - What key information is there regarding cities and towns in the country where the settlement is located?
 - What is the national population? What is the population growth rate?
 - What is the urbanisation rate? Where are the most densely populated areas?
 - What is the GDP per capita? How does this relate to the countries neighbours?
 - What are the notable economic features (e.g. trends, changes, trade routes) within the region? What are the major economic activities?

ADMINISTRATIVE, INSTITUTIONAL AND GOVERNANCE SETTING

- 1
 - Who is the responsible authority for the management of refugee and other displacement issues?
 - To what extent can refugees access legal rights and services (e.g. right to access national education, housing, employment, justice services)?
 - Who is responsible for overall development planning (including its political, economic, social, environmental and spatial aspects) at national, sub-national and local levels?

- At what level of government are the local budgetary decisions and responsibilities placed? How does the government raise revenue?
- What is the legal framework for development planning? Is there legislation that assigns responsibility to an authority for national level planning? What are the limits of that authority?
- Who is responsible for service delivery (e.g. water, sanitation, housing etc)?
- Who are the other national and international actors in the region, and how do they interact with national governance systems? E.g. Do technical service officers report to the ministry responsible for refugees, or to a different ministry?
- Of these actors, who are the key stakeholders that should be incorporated into a stakeholder analysis regarding any relevant short- or long-term infrastructure programming?
- What is the spatial jurisdiction of each level of government? What are the boundaries? Are they clearly understood and used?

NATIONAL PLANNING FRAMEWORKS

- 1
 - Are there existing development and spatial plans at national, regional, district and town levels? When were they created or approved? Who uses or implements them?
 - How often are the plans reviewed? What is the review process and time frame?
 - Are there specific strategies for durable solutions, e.g. slum-upgrading strategies etc?
 - What are the priorities in development planning? How are they defined?
 - Which development priorities or strategies are likely to impact the settlement?
 - Are there guides to the planning regulations and building codes relevant to the settlement and district in question?

MIGRATION CONTEXT

1

- Who are the displaced people and where do they come from? Why are they displaced?
- What are the trends of influx?
- Where else in the country and region is dealing with refugee or internally displaced populations?
- Are there other trends that are likely to exacerbate migration issues, e.g. climate change?

CLIMATE RISK CONTEXT

1

2

- How has the region been affected by climate change so far? Are there particular hotspots? What are the impacts?
- Are there any national plans to deal with the effects of climate change?
- How will the interaction of climate change and migration affect this region over time?
- Do climate change projections indicate that local natural disasters will become more frequent or intense?

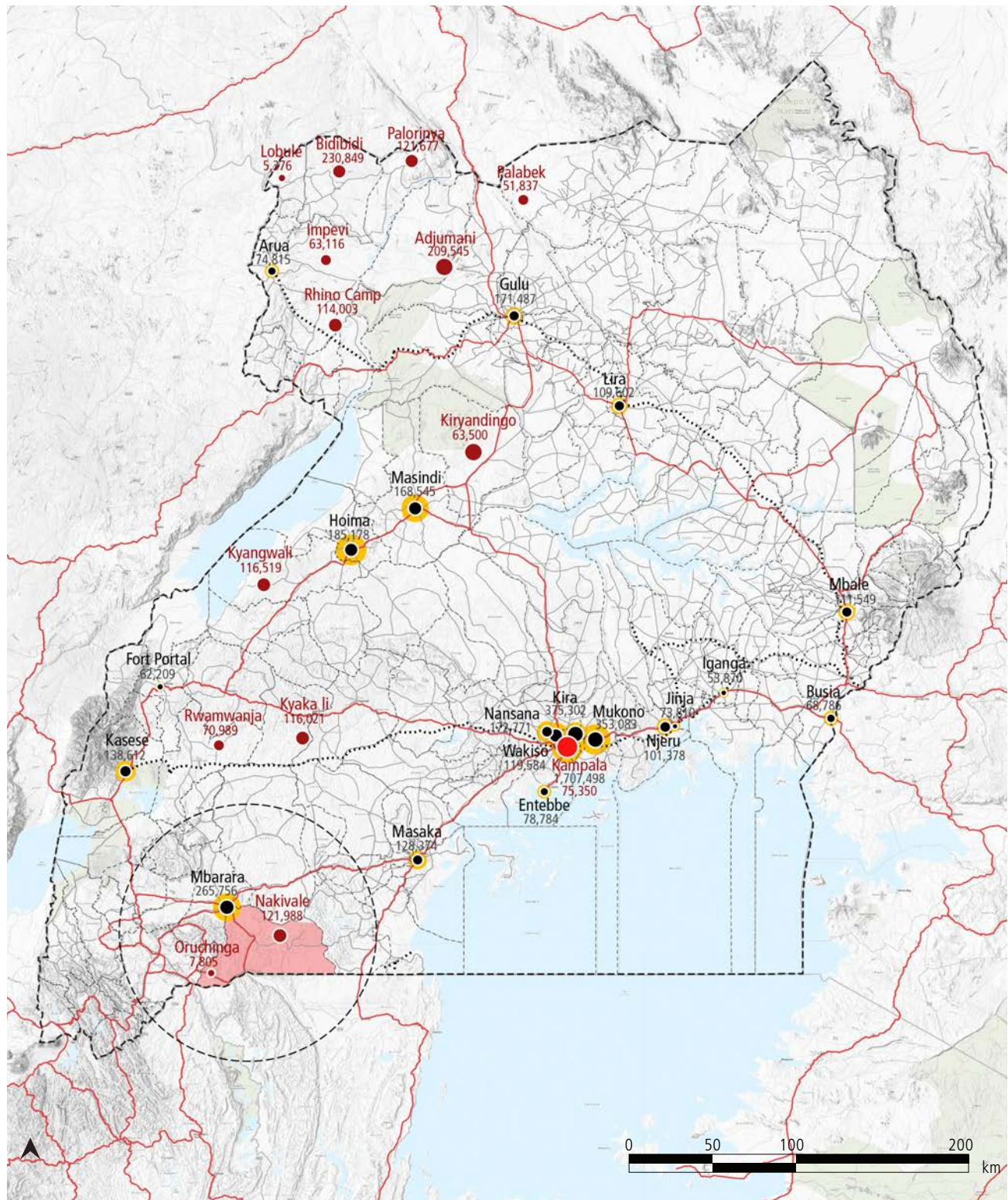
LIST OF REQUIRED MAPS / ILLUSTRATIONS

- Map of the major cities & refugee settlements at the national scale, scaled per population (e.g. Figure 5 / Kebribeyah Settlement Profile pg 15)
- Diagram of “Land Management Structure”, which indicates the planning documents analysed for each administrative unit (e.g. / Nakivale Settlement Profile pg 16 & 17)
- Organisational chart showing a basic overview of the governance system (e.g. Nakivale Settlement Profile pg 16)
- Diagram of “Planning Information”, which shows key points from the current planning documents (if any) at each level (e.g. Nakivale Settlement Profile pg 19)
- Map of the migration trends according to the latest data at the national / regional scale (e.g. Nakivale Settlement Profile pg 21)

LIST OF ADDITIONAL MAPS / ILLUSTRATIONS

- Diagrams showing the spatial distribution of the population (past, current and / or forecast) (e.g. Kebribeyah Settlement Profile pg 14)
- Map of regional trade connections, major economic centres and trade routes at the national and / or regional scale (e.g. Kebribeyah Settlement Profile pg 17)
- Diagram explaining the spatial impact of influx i.e. showing the refugee-hosting areas and migration patterns over time, depicting trends in settlement expansion or shrinkage. (e.g. Nakivale Settlement Profile pg 23)
- Timeline highlighting refugee and / or IDP influxes, repatriation trends, related policies and laws (e.g. Nakivale Settlement Profile pg 55)
- Map or diagram of climate change risk trends, which shows the areas most affected by climate change and environmental hazards, as well as the in and out climate-induced migration trends (e.g. Nakivale Settlement Profile pg 25)

Figure.5: Map of Major Cities & Refugee Settlements (Uganda)



- International border
- National roads
- Secondary roads
- Railway
- Considered area
- National population
- Refugee population
- Population forecast for 2025
- 171,487 National population indicator
- 171,487 Refugee population indicator
- Pop.>1,000,000
- Pop.>300,000
- Pop.>200,000
- Pop.>100,000
- Pop.>50,000

2.3 FRAMEWORK OF INVESTIGATION - MESO SCALE [DISTRICT]

SOCIAL & DEMOGRAPHIC CONTEXT

1 2

- Who are the local host community? What is their status within the country? What is their cultural background? What is the predominant ethnicity / clan and their inter-relational dynamics?
- What are the perspectives of the host communities regarding the presence of the refugees in the area? Do they benefit from their presence? If so, how?
- If a child is born where one parent is a refugee and the other is a member of the host community, what is the legal status of that child?
- What are the skills, training and experience held by members of the refugee and host communities? Is there an overall gap in education levels?
- Where do they live, predominantly in rural or urban areas?
- What is the local population distribution? What are the local growth rates? What is the size of a typical household?
- What are the gender norms? What are the different proportions of men, women, boys and girls in the population?
- What shocks and stressors are they vulnerable to? What forms of support do they receive?
- What is the security situation within the settlement?

LOCATION AND CONNECTIVITY

5 6

- How does the settlement connect to its hinterland? Are there road, rail, air, sea or river links? What is their condition? Are they functioning?
- How long does it take to travel to nearby larger towns or cities? How much does this travel typically cost? Is this cost affordable to local host and refugee communities?
- What barriers to access are there? These may be physical (e.g. the quality of roads), institutional or economic?
- Is the settlement fenced? What is the movement policy? Which identification documents do refugees need to travel?

URBAN / RURAL DEVELOPMENT & GROWTH PATTERNS

(relevant at both district and settlement scales)

4

- How does the settlement in question relate to surrounding settlements? What is the system of cities, towns and villages?
- What is the population density in the surrounding settlements? How has this changed over time? Has this been affected by the population influx?
- Have refugees been settled within the host community?
- How have settlements in the hosting area been designed? Were they planned or unplanned?

ECOLOGICAL FRAMEWORK / ENVIRONMENTAL CONSIDERATIONS

2 3

- What natural resources are available in and around the refugee settlement site? Where are they located in relation to the settlement site? What is the current condition of these natural resources? Are they of local, regional or global importance?
- Are the natural resources protected under any international, national or local conventions or laws? What does this mean for the settlement area?
- How do the communities manage the natural resources in and around the settlement area? Are resources abundant, scarce or over-exploited? What are the main drivers of this abundance, scarcity or over-exploitation? How are regional or global environmental trends (e.g. climate change) expected to impact local resource availability (e.g. water, fuel, livelihoods)?
- What are the local natural hazards? Are there measures to protect against them?
- What are the existing land use patterns? How have they changed over time? How are they predicted to change in the future?
- How does the local economic or livelihood system intersect with land use? Is this system thriving or under threat (e.g. agro-pastoralism in the face of increasing urbanisation)?

URBAN / RURAL ECONOMY

6

- What typical industries and trades exist in the region? Who do these industries and trades typically employ? What are the other main livelihoods and economic activities in the area?
- What is the spatial system of economic activity? I.e. Where do goods and people move to and from? Where are the major marketplaces and business areas?
- How does the infrastructure and locations of markets facilitate or inhibit economic activity?
- Do refugees trade in host community markets and vice versa?
- Do the people from the host community employ refugees and vice versa?
- What are the barriers to urban and rural development within the region? How do these affect displaced people in particular?
- What is the average household income? How does this relate to providing cash as part of a relief package?
- Is there any taxation system within the settlement? Do refugee business owners pay tax? If so, what is the percentage of this tax constitutes vis a vis overall local government revenue?
- Are there any nationally supported policies to enable livelihood development?
- How do cultural and ethnic factors influence economic activities in the area?
- How has the influx of displaced persons impacted the local economy?

FUTURE PLANNED INFRASTRUCTURE

1

6

5

- Does the local government have a list of the proposed major infrastructure development projects? Where is it located and how is it distributed across the region surrounding the settlement?
- Which donors are involved in developing this infrastructure?
- Does the local government have details of this infrastructure?
- How will it likely impact the refugee settlement?

LIST OF REQUIRED MAPS / ILLUSTRATIONS

- Map showing the time (driving distance) and travel cost from the settlement to major cities and towns (e.g. Figure 8 / Nakivale Settlement Profile pg 29)
- Diagram of key travel distances from the settlement (e.g. Nakivale Settlement Profile pg 28)
- Map of population density (per district / neighbourhood or smallest administrative unit, as per data availability) (e.g. Figure 6 / Kebribeyah Settlement Profile pg 33)
- Chart of forecasted population growth for major settlements within the district, and other major settlements that are relevant to the district. (e.g. Kebribeyah Settlement Profile pg 34)
- Map showing hierarchy of economic centres and economic corridors, areas of economic activity and trade routes (e.g. Figure 9 / Nakivale Settlement Profile pg 41)
- Map of land use and key ecological elements, which shows natural land use, major and minor waterways, watersheds, agriculture, environmental features etc. (e.g. Figure 7 / Kebribeyah Settlement Profile pg 39)

LIST OF ADDITIONAL MAPS / ILLUSTRATIONS

- Diagram showing road conditions within the district (e.g. Nakivale Settlement Profile pg 28)
- Map / diagram showing urban and rural areas within the district (e.g. Kebribeyah Settlement Profile pg 35)
- Map of the existing and forecasted urban populations of the major settlements within the district, and of other major settlements that are relevant to the district. These should show current urban areas and the future areas of expansion. (e.g. Kebribeyah Settlement Profile pg 35)
- Infographics on climate data including monthly temperature averages, average rainfall, flood cycle etc. (e.g. Nakivale Settlement Profile pg 38)
- Map and chart of planned infrastructure and major investment projects (e.g. Nakivale Settlement Profile pg 42)

Figure 6: Population Density Map (Nakivale, Uganda)

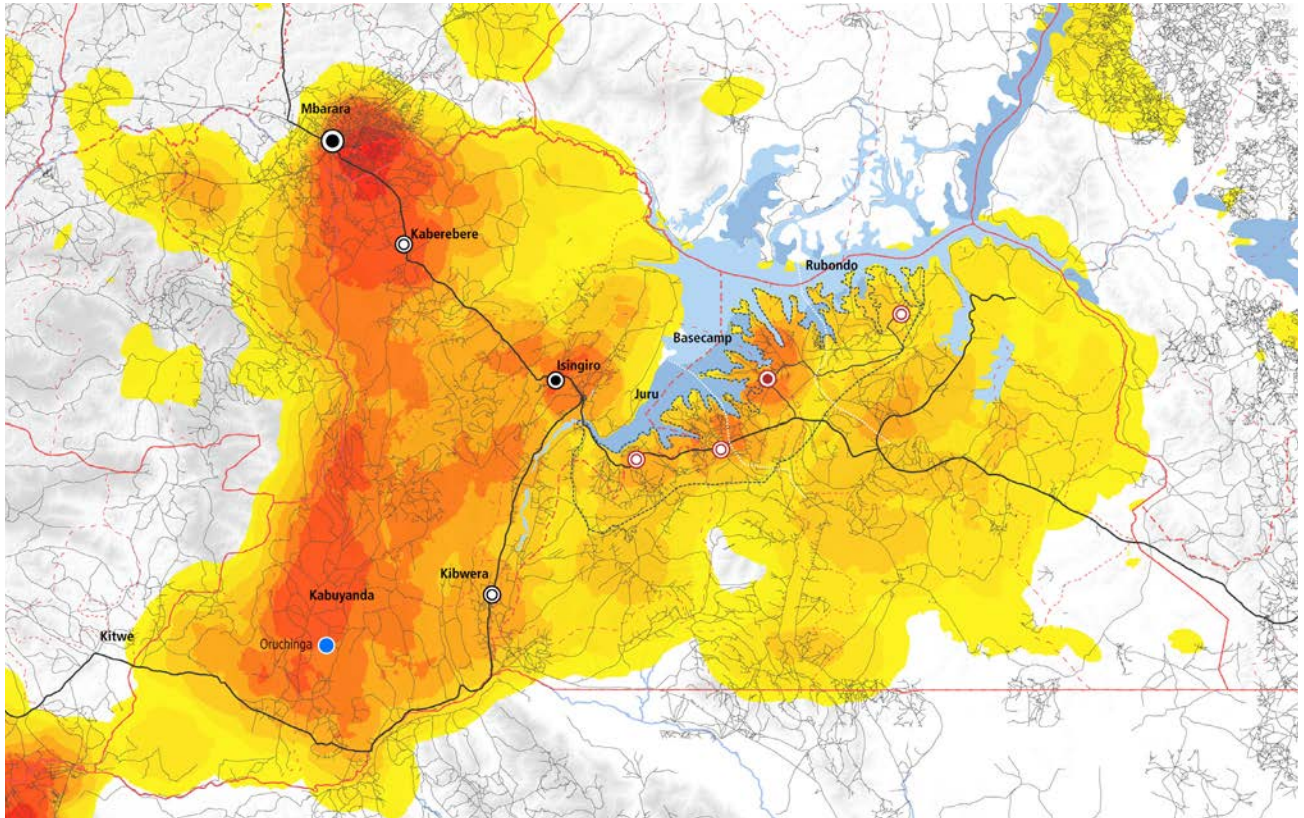


Figure 7: Landuse and Key Ecological Elements Map (Nakivale, Uganda)

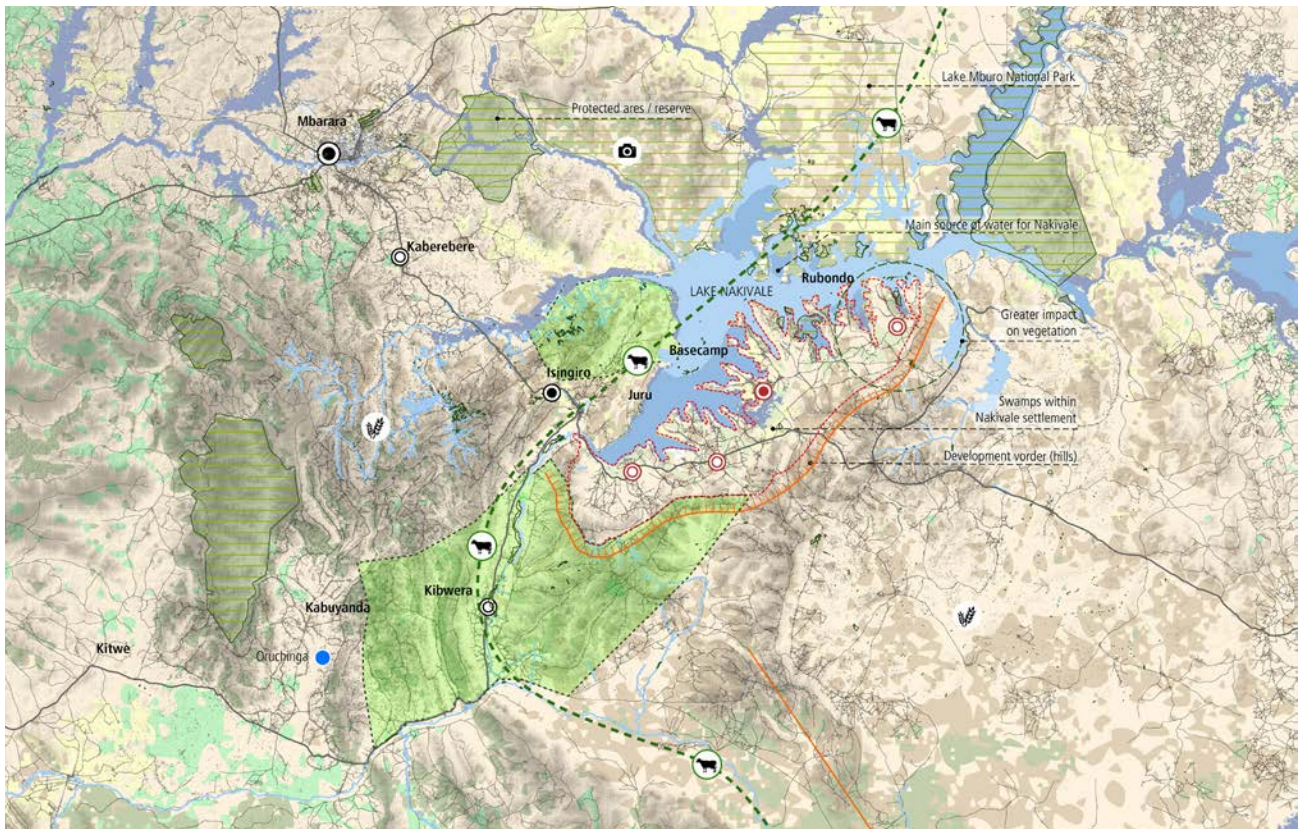


Figure.8: Map showing accessibility in time and cost from the settlement (Kebritbeyah, Ethiopia)

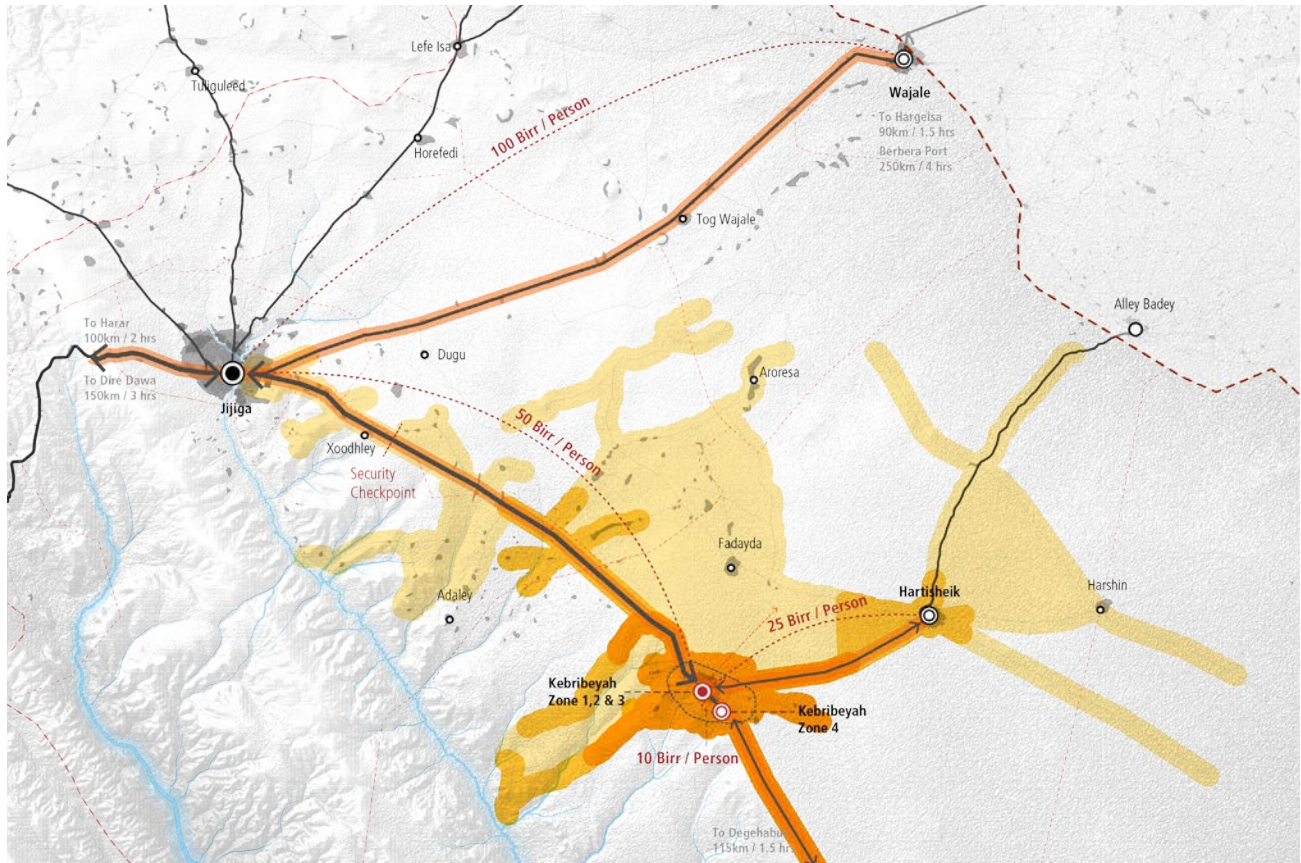
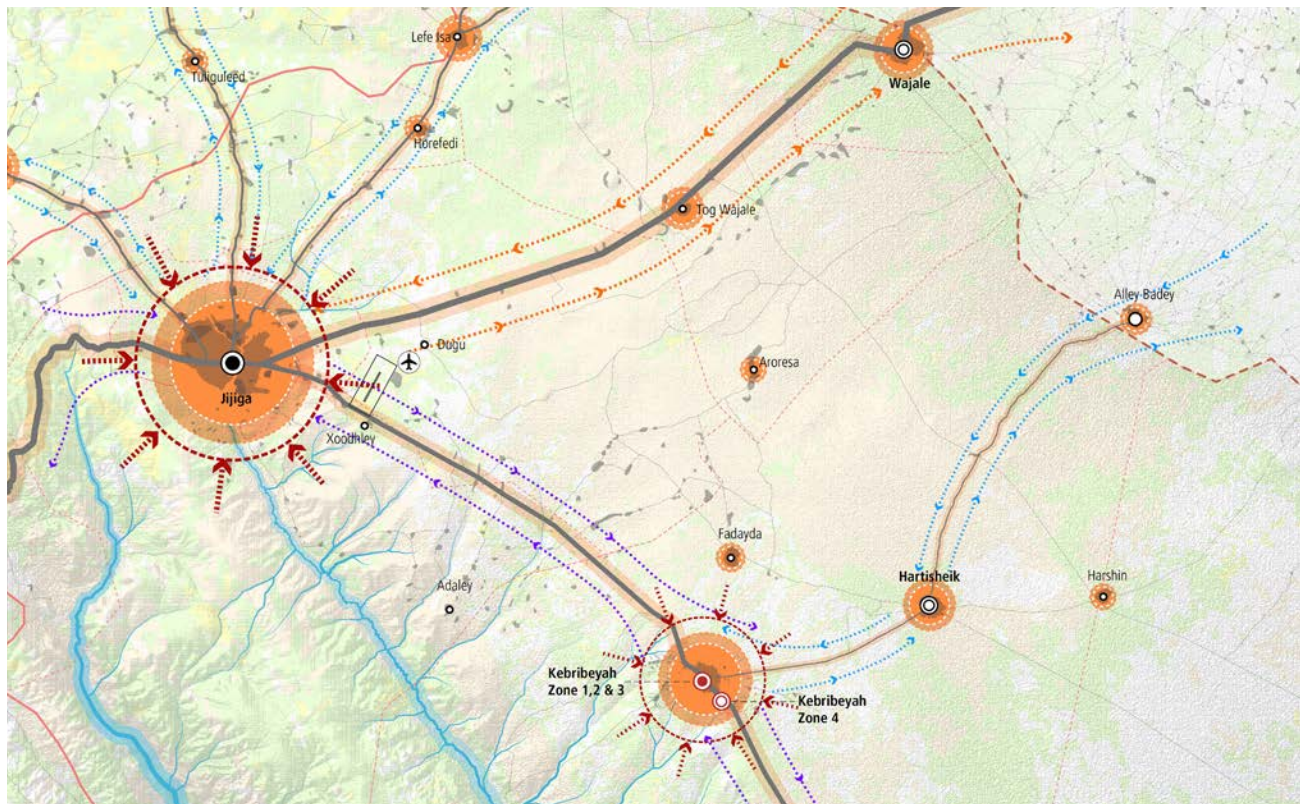


Figure.9: Map showing hierarchy of economic centres and trade routes (Kebritbeyah, Ethiopia)



2.4 FRAMEWORK OF INVESTIGATION - MICRO SCALE [SETTLEMENT]

SETTLEMENT GOVERNANCE

1 5 7

- Who is responsible for the various administrative functions in the refugee settlement and adjacent host community? Are those functions operating? If so, to what extent?
- Who are the decision makers in the settlement? What is their mandate and are they elected or appointed to that position?
- What are the perspectives of local political leaders on the existence and influence of the settlement?

SETTLEMENT STRUCTURE

2 3 4 6 8 9

- What is the density of the refugee settlement and how does this compare to the local host community settlements? How does it compare to the local major towns or cities?
- Was the settlement planned or unplanned? What is its absorption capacity? Has this capacity been reached? Is it still receiving refugees or has it been closed? When was the settlement closed?
- What parts of the settlement are more dense and why?
- Is the settlement spread across a broad area or do refugees live in clusters / villages?
- Has the settlement expanded? If so, what are the observable trends of this expansion?
- How is the level of population density managed? Is there evidence of stress on resources, service provision, increased fire hazards etc?
- What factors influence the overall physical form of the settlement, in terms of scale and density patterns? E.g. Its value as a market town and proximity to a major roads / trade corridors.
- What is the typical system of land use within the settlement and adjacent host community areas? Are the settlement patterns of refugees different from the host communities? If so, how and why are they different?
- What are the key considerations that impact the structure and form of the settlement, taking into account physical determinants, socio-cultural life and market considerations? For example:

- Topography, watersheds and sources, unbuildable areas
- Types of houses or plots and their relation to cultural and social structures
- Economic activity and proximity to marketplaces
- Types of public space types and usage patterns of those spaces
- Context and constraints regarding road access and hierarchy, accessibility and walkability
- Are there issues in the settlement planning that are contributing to protection issues? E.g. No street lighting, poor access, poor shelter, poor security, poor waste management, lack of cemeteries etc.

PUBLIC SERVICE INFRASTRUCTURE (health, education, social protection)

(This set of questions should be applied to each sector / form of infrastructure)

5 6

- What is the status of the public service infrastructure in question? Is it operational? If so, to what extent? What is its condition?
 - Who is responsible for the administration and management of it? Is it under the existing line ministry governance structure?
 - What type of facilities exist (i.e. temporary, semi-permanent or permanent)?
 - Are there maps of it? Can it be spatialised?
- What percentage of the population has access to these facilities? Are there social or economic barriers to access?
- Are national facilities shared with refugees? Are refugee facilities shared with the host population?
 - Within which administrative boundary can the host community access public services? Are there any regulations governing this?
- What views do the host and refugee communities have regarding the infrastructure provision?
- Where are there gaps in the system? Are there initiatives to improve it? Who supports the government in improving public service infrastructure (e.g. development partners, multilateral development banks)?
- Is there demonstrable progress towards delivering safe and equitable access to public services?

BASIC SERVICE INFRASTRUCTURE (drains, water, roads, energy, waste etc)

(This set of questions should be applied to each sector / form of infrastructure)

5 6

- What is the status of the basic service infrastructure in question? Is it operational? If so, to what extent? What is its condition?
 - Who is responsible for the administration and management of it? Is it under the existing line ministry governance structure?
 - Are there maps of it? Can it be spatialised?
- What percentage of the population has access to these facilities? Are there social or economic barriers to access?
- Are the facilities shared by both refugees and host populations?
- What views do the host and refugee communities have regarding of the basic service infrastructure provision?
- Where are there gaps in the system? Are there initiatives to improve it?

HOUSING, LAND AND PROPERTY (HLP)

7

- What types of shelter or housing can be found in the settlement (emergency, transitional etc)?
 - How does the quality of the housing in the settlement compare to the housing of members of the host community?
 - Does any housing within the host community meet the criteria for adequate housing?
 - Have refugees invested significant personal funds into shelter improvements or commercial properties?
- Do refugees generally believe that their stay in the settlement will be permanent?
- What rights do refugee families have over their assigned plot and shelter (e.g. are they not allowed to leave the unit vacant for longer than x number of days, improvements only following written authorisation, inheritance etc). Does an (informal) market exist for the selling and buying of shelters and / or commercial properties?
- What kinds of land tenure exist in the country and how do they relate to the district and settlement?

- Are there any current HLP-related conflicts? if so, what are the typical drivers of conflict? Have the conflicts increased over time?
- Is there clear land demarcation for the overall settlement area?
 - What is the status (i.e. official classification) for the land identified for the humanitarian settlement?
 - Who owns the land? Be aware that ownership may be customary.
 - Which entity manages and administers the land (e.g. municipality, ministry of agriculture, clan etc)?
 - What are the details of the agreement for use of the land for the settlement? E.g. how long may the land be used for? What type of construction materials may, or may not be used?
 - Does the agreement require the payment of rental fees or compensation to private owners / users of the land before the settlement can be created? If yes, has this been concluded or is it ongoing? Is there any document outlining the agreed type of usage of the land?
- Are there any relevant cadastral maps?
- Is there any system of residential addresses within the settlement? Is the addressing system linked to the UNHCR Refugee Registration tools (e.g. proGres)?
- Is there a system for the registration of plots for individual families? If so, when does this date from? Is there any ongoing initiative for the establishment of tenure systems? If so, how does this system relate to that of the surrounding area?
- How do refugees perceive their security of tenure? How does this compare to members of the host community's perceptions of their own tenure security?

LIST OF REQUIRED MAPS / ILLUSTRATIONS

- Organisational chart illustrating settlement governance structure (e.g. Kebribeyah Settlement Profile pg 45)
- Table highlighting service provision responsibilities (e.g. Kebribeyah Settlement Profile pg 45)
- Chart highlighting demographic breakdown (e.g. Nakivale Settlement Profile pg 48)
- Diagrams showing settlement footprint growth / shrinkage (e.g. Figure 11/Kebribeyah Settlement Profile pg 46)
- Chart showing population growth of refugee and host communities
- Map showing settlement & surrounding area land usage (e.g. Nakivale Settlement Profile pg 51)
- Diagram highlighting key settlement design drivers (e.g. Figure 10 / Kebribeyah Settlement Profile pg 51)
- Imagery / diagrams showing settlement structure and form (e.g. Kebribeyah Settlement Profile pg 53)
- Map showing public service facility locations & accessibility (e.g. Kebribeyah Settlement Profile pg 55)
- Map showing basic service infrastructure locations & accessibility (e.g. Figure 13 / Nakivale Settlement Profile pg 65)
- Map showing formal land ownership boundaries (e.g. Nakivale Settlement Profile pg 69)

LIST OF ADDITIONAL MAPS / ILLUSTRATIONS

- Map showing demographic / community distribution (e.g. Nakivale Settlement Profile pg 49)
- Timeline highlighting key moments affecting settlement growth (e.g. Nakivale Settlement Profile pg 55)
- Map of marketplace locations & accessibility (Figure 12 / Nakivale Settlement Profile pg 59)
- Map of plot level land ownership (cadastral map)

Figure.10: Map showing major design drivers (Ethiopia)

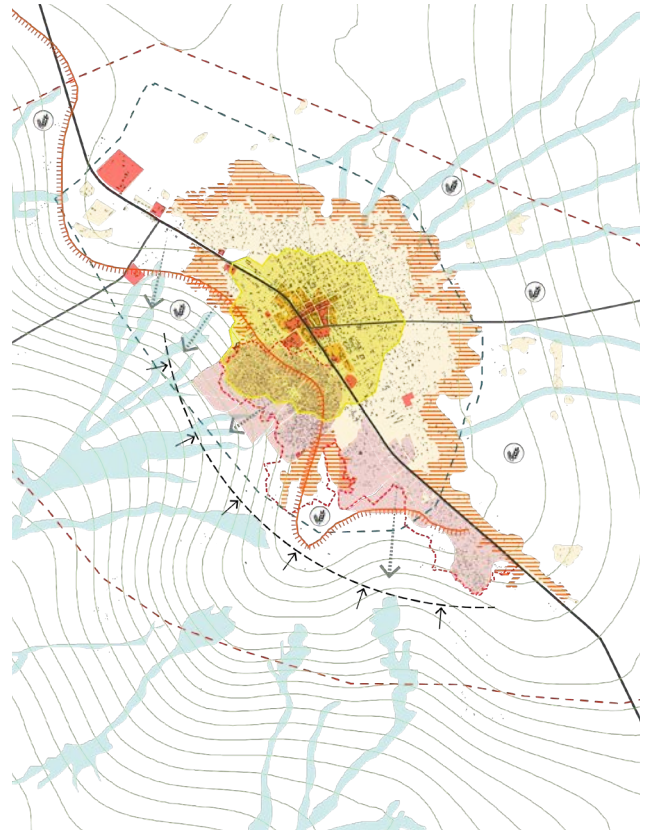


Figure.11: Map showing urban footprint growth (Ethiopia)

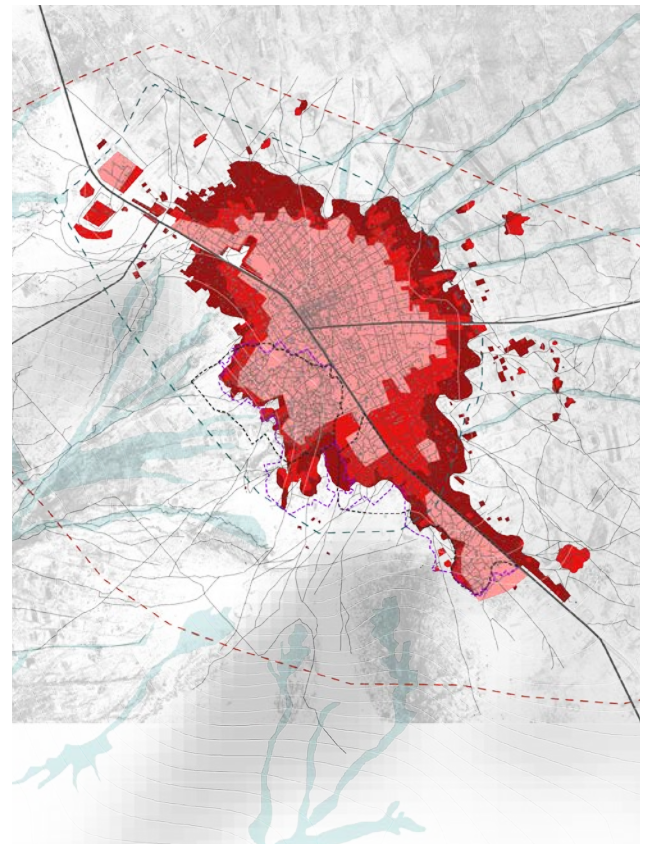


Figure.12: Map showing accessibility on foot to marketplaces/distribution points (Nakivale, Uganda)

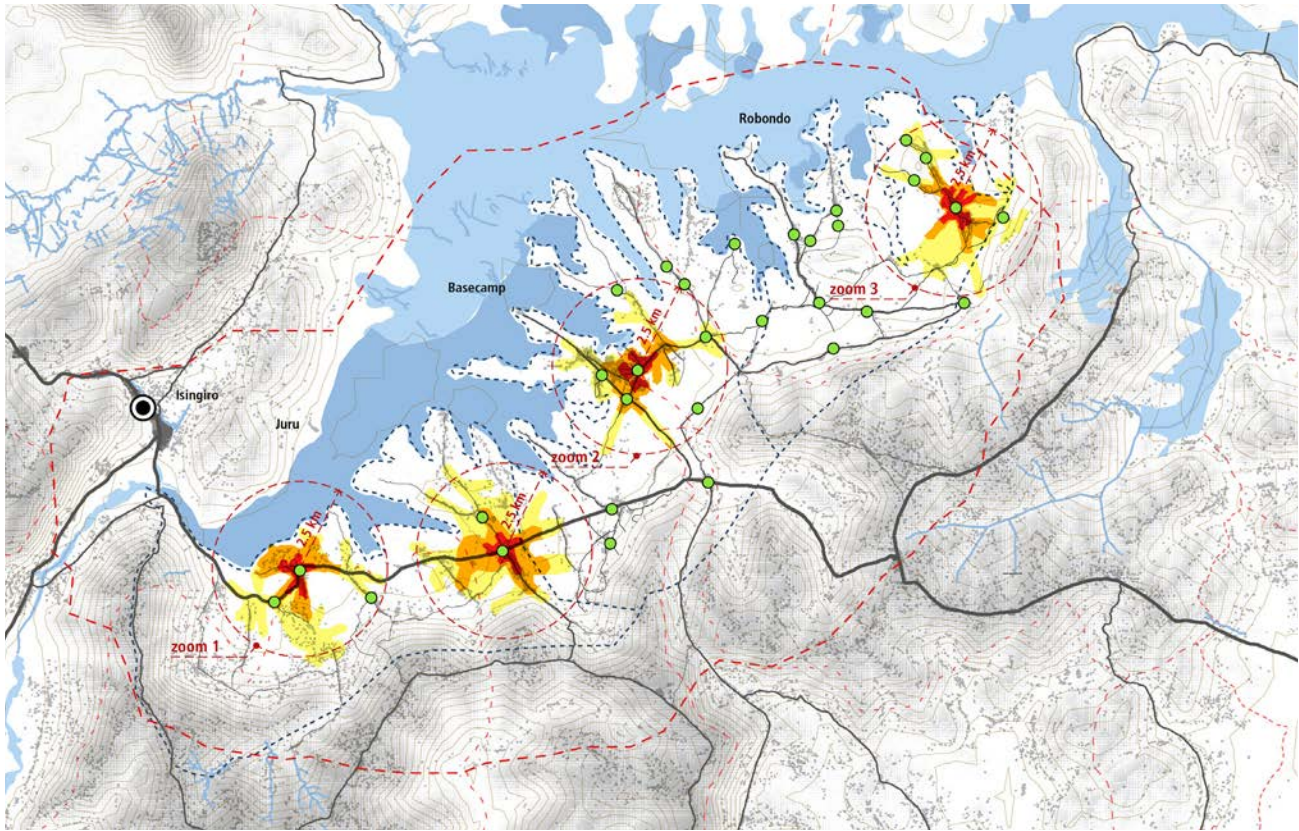
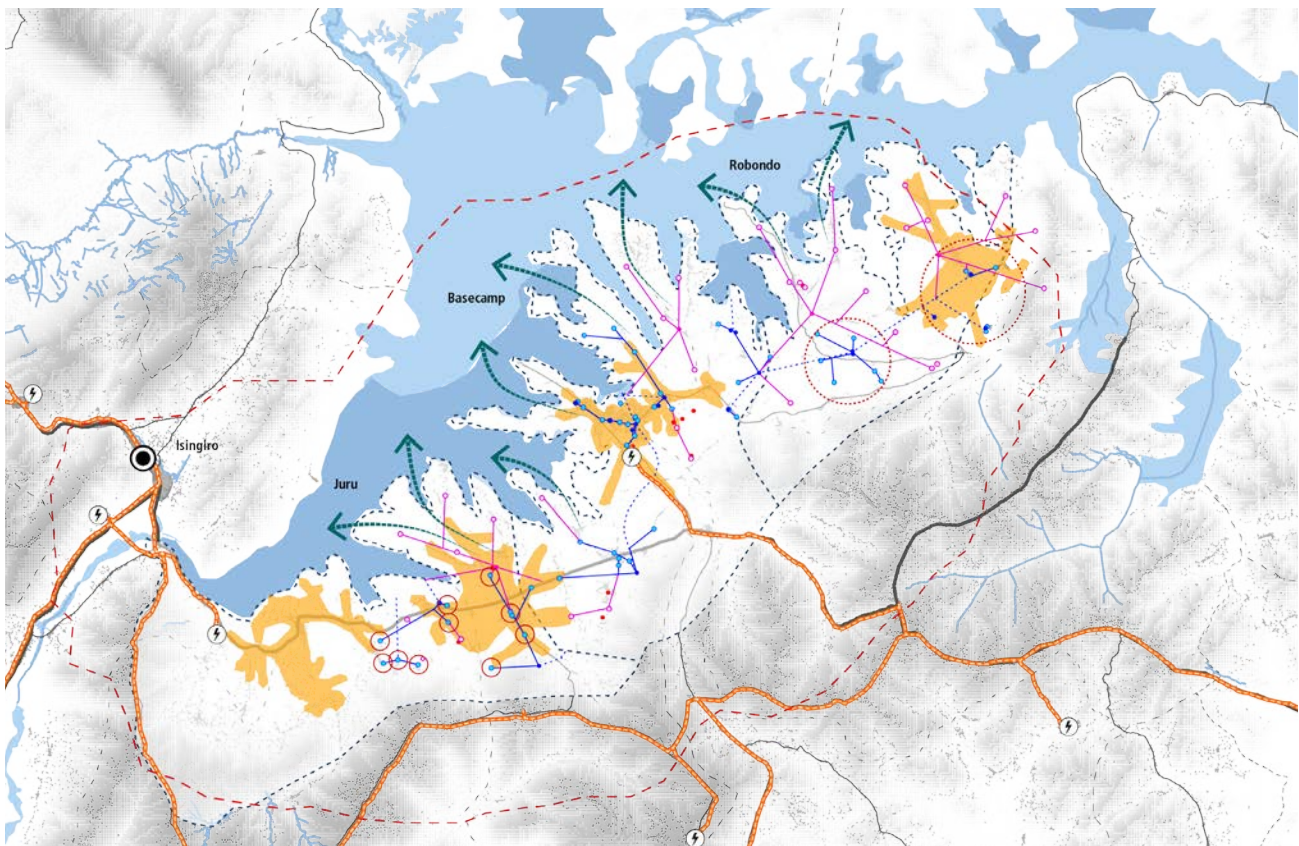


Figure.13: Map showing water and energy distribution in relation to settlement centralities (Nakivale, Uganda)



3.0: THE OUTPUTS

3.1 THE PROFILE

As noted in the introduction, a settlement profile should not aim to provide an in-depth perspective on every sector. Its purpose is to provide a high-level overview and analysis of the key sectoral issues and considerations that are relevant to future planning and strategy. The profile should be broadly comprehensive, yet balanced against time constraints and data realities. This approach builds common understanding around solid, strategic information in a fast and cost-effective way.

In order to make sure that the information is clearly digestible and accessible to as wide an audience as possible, it is important to use analytical maps to spatialise the data and illustrate a particular issue. For example, what is the system of cities and towns in the area, and what are the implications in terms of economic hierarchy, transport, environment, ecological resources and agglomerations of population? It is vital to support this information with relevant statistical data shown in graphs etc, to demonstrate the associated trends. The supporting narrative aims to provide background and explanations of the key findings, the change factors and how this may interact with other social, political or operational considerations.

Ultimately, a settlement profile should integrate with area-based approaches to promote fewer siloed sectoral interventions. It is imperative to focus the information to highlight the intersections of various different issues. This will emphasise the need to shift to response methods that address composite issues, e.g. improving water provision, which could be linked to new road construction where water pipes can be laid in tandem, and simultaneously working on capacity sharing/building programming with the local water and roads bureau.

The target audience should of the settlement profile should be considered. It must be balanced between those working on strategy and technical colleagues, particularly the settlement and spatial planning colleagues in various agencies and local governments.

3.2 THE SCENARIOS

The incorporation of basic scenarios at the end of the profile, which outline potential trajectories for the situation's physical evolution, can be extremely useful. It is vital that these scenarios embody a "what if" perspective to allow both technical and management-level decision-makers in governments and agencies to understand the potential opportunities, and the risks. Scenarios provide a tangible object for critique and promote common understanding. This facilitates the development of technical solutions that are drawn from findings of the analysis and aligned with the policy environment.

Due to the short time-frame for developing a spatial profile (3-4 months), it is not necessarily possible to integrate detailed scenario-building with stakeholder input into the initial process. Nevertheless, scenarios can be developed quickly by settlement planners as technical exercises to stimulate further discussion, and can eventually lead into more formal scenario-building exercises.

Basic scenarios that emphasise the risks of maintaining a business-as-usual approach are extremely useful.

In situations of protracted crisis, the status quo can seem manageable, if not ideal. But this ignores the significant and swift impact that demographic, climatic and environmental trends can have on operational capacities and, most critically, the living conditions for refugees and host communities.

3.3 THE RECOMMENDATIONS

The settlement profile concludes with recommendations for potential next steps. These are typically developed following a validation of the findings of the profile with the various key stakeholders from the profiling process.

Consider if elements of the MPA should be used to guide the technical processes forward or if development partners and local authorities are best placed to carry out further planning works.

The recommendations should be contextually appropriate, but consider the following:

Management of the consolidated information to allow it to remain useful

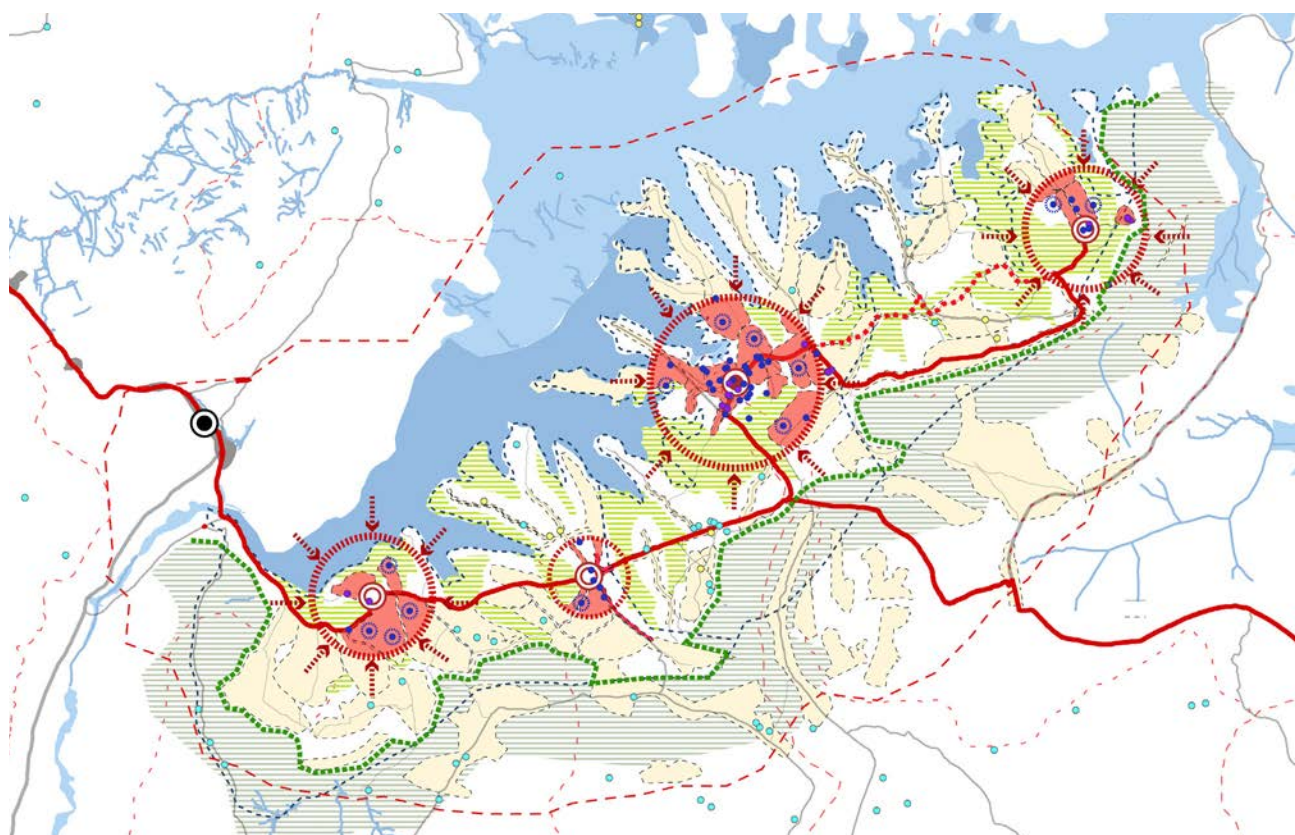
- What gaps in the data were identified during the profiling process?
- How can / should these gaps be dealt with? Can this be linked to an ongoing process?
- Is there an existing database management system for this? Who is responsible and how can this be continued in the future?

Strategic Planning and Spatial Framework Development

- Who are the key stakeholders that need to drive the next steps of the process?
- Now that the information is gathered, what should be done? How can more detailed scenarios be developed and who should have input into their development?
- What are the policy agendas that need to be leveraged to support implementation of the recommendations?
- Who are the audiences that should be informed of these processes and proposals?

It is imperative that the recommendations are supported by the technical findings, and based on the perspectives of management, field teams, local government and local communities. They need to be supported or “owned” by all the stakeholders to ensure that there is sufficient momentum to drive the process forward. They should be action-oriented and outline key steps that unlock further development.

Figure.14: Potential Future Development Scenario for Nakivale Settlement (Nakivale, Uganda)



4.0: SUPPORTING INFORMATION

4.1 FREQUENTLY ASKED QUESTIONS

Q What are the practical uses of the profile once it is developed?

The profile should outline critical information for concept or strategy planning, which would eventually guide more detailed site plans. The profiling tool is designed to directly inform questions posed by UNHCR's . The profiling exercise is designed to complement the next stage of planning by management and technical colleagues in the field.

Q Which chapters / materials are the most important for the settlement planner's further work?

There is no one chapter that is more important than any other. A settlement profile is a holistic tool designed to highlight major issues facing the settlement and its development. What is important is to focus the findings into strategic recommendations for further action, including a process for ongoing management and updating of the data and analysis.

Q Why does the profile not go into detail in terms of sectoral analysis, indicators, recommendations, or specific planning for the settlement?

A settlement profile is designed to be a rapidly completed process that is accessible, digestible and comprehensive. An overview of the key sectoral considerations is sufficient for this purpose. The profile can identify gaps in information for further detailed sectoral studies, which should then be fed into the profile as necessary / relevant.

Q How can the recommendations in the profile be implemented?

A profile itself does not outline an action plan. A profile enables the development of an action plan, based on the information, data and analysis that has been uncovered. Appointing a champion or custodian of the settlement profile is key to managing this work within UNHCR's field teams.

Q How can the profile be used by the government or donors?

A profile will contain critical information for donors and local authorities. Sharing this information will build confidence for developing a strategic vision. An analysis (where possible) of future planned infrastructure provides donors with an understanding of the existing dynamics, overlaps and gaps.

Q How long is the profile valid for?

Ideally, a profile should be a working document, but this is often not feasible. As such, it is recommended to review the profile and broadly update key information at least every 2 years to ensure it remains useful as a basis for decision making. Since the practice of settlement profiling in humanitarian contexts is relatively recent, further study into this matter is required.

Q The areas covered in the framework of investigation are not always relevant to the context being profiled, why is this?

A profile is not a simple checklist which provides outputs. It should be specific to the settlement context, which will often depend on the availability and quality of data. This tool provides a broad framework, where issues can be added or omitted, according to context. Given that this tool is comprehensive in nature, a rapid assessment version of this tool will be developed to support in contexts where longer processes are not viable.

Q How is the Master Plan Approach (MPA) linked to the Settlement Profiling Tool?

The Framework of Investigation of the Settlement Profiling Tool is linked to the guiding principles of the MPA which frames higher level conceptual approach. The settlement profile aims to provide an analytical framework to capture existing conditions and help in bringing clarity to guide strategic decision making. It helps to provide the analysis to answers the questions set out in the MPA and associated assessment tools. The scales that guide the framework of investigation also align with the MPA, and the numbers under each topic title in the Framework of Investigation highlight the linkage to the corresponding MPA principle. and the numbers under each topic title in the Framework of Investigation indicate the corresponding MPA principles.

4.2 DATA ISSUES



Lack of data.

Very commonly, there is a lack of updated and georeferenced population data, or the data is incomplete to conduct a decent spatial analysis. Georeferenced population data is critical for spatializing the population density within the settlement or district. Spatialized population distribution is the key element for building an analysis on the number of people served / not served by specific facilities, or determining who has access to key amenities etc. In cases where this data is lacking, an approximation can be made based on the urban footprint, considering the average number of people per household, using methods such as the Kernel Density Estimation.



The data is incomplete.

Shapefiles or databases are often incomplete or not updated to reflect the current situation on the ground. For example, areas of the expanded settlement may not yet be mapped etc. In this case, the GIS officer should take some time to improve the shapefiles or produce new data using google or drone imagery. The built-up areas can be extracted from open sources (Google Maps, Earth, Open Street Map etc) using the colour / pixel classification, or can be traced manually if the quality of google / drone imagery files do not permit automated GIS manipulation. To make the process faster, simplify the shapes of the objects while tracing. However, certain types of analysis will require maximum precision (e.g. the calculation of the area of expansion, the density of the urban and rural areas etc). It is essential to establish a priority list and schedule for GIS deliverables to estimate the time of data production and analysis.



Data not suitable for analysis.

Very often some shapefiles are not suitable for the production of spatial analysis, though they can be utilized for other maps. For example, to conduct a network analysis (travel time needed from an identified location along the selected roads) the road network should be properly mapped, but often the linework data of the roads may not be linked and do not form intersections. To improve the situation, the GIS officer should assess if it is possible / productive to clean and repair the data, given time constraints. It is recommended to verify the data received from partners, request new shapefiles if relevant, and point out if data will need improving. The time allocated for data improvement should be taken into account in advance and indicated in the GIS deliverables schedule.



Data is unreliable.

Sometimes reports will contain mistakes in calculations or contradictory information (for example, the population per district, the area of administrative units etc). Use government sources and forecasts to verify the data, then triangulate it against open sources. If verification is not possible, the data should not be used in the profile.

4.3 ADDITIONAL TOOLS/REFERENCES

The Master Plan Approach To Settlement Planning, Guiding Principles, UNHCR - <https://emergency.unhcr.org/entry/35943/site-planning-for-camps>

Tools to Support Participatory Urban Decision Making, UN-Habitat, 2001 - <http://www.chs.ubc.ca/archives/files/Tools%20to%20support%20participatory%20urban%20decision%20making.pdf>

Urban Profiling for Better Responses to Humanitarian Crises, Joint IDP Profiling Service, 2019 - <https://www.jips.org/uploads/2019/02/GUAC-KP1-urban-profiling-Feb2019-web.pdf>

The State of Humanitarian Shelter and Settlements 2018, Global Shelter Cluster, 2018 - <https://www.sheltercluster.org/sites/default/files/The%20State%20of%20Humanitarian%20Shelter%20and%20Settlements%202018.pdf>

Guidance for Profiling Urban Displacement Situations, Joint IDP Profiling Service, 2014 - <https://www.jips.org/uploads/2018/10/JIPS-Guidance-Urban-Displacement-Profiling-2014.pdf>

Operational Guidance for Coordinated Assessments in Humanitarian Crises, IASC, 2012 - https://www.humanitarianresponse.info/sites/www.humanitarianresponse.info/files/documents/files/ops_guidance_finalversion2012_1.pdf

Habitat III Issue Paper 2 - Migration and Refugees in Urban Areas, United Nations, 2015 - http://habitat3.org/wp-content/uploads/Habitat-III-Issue-Paper-2_2_Migration-and-Refugees-in-Urban-Areas-2.0.pdf

Sexual and Gender-Based Violence Against Refugees, Returnees and Internally Displaced Persons. Guidelines for Prevention and Response - <http://www.refworld.org/docid/3edcd0661.html>

UNHCR Emergency Handbook - <https://emergency.unhcr.org/>

UNHCR/HCP/2019/1 - Policy on UNHCR's Engagement in Situations of Internal Displacement

UNHCR/HCP/2018/1 - Policy on Age, Gender and Diversity

UNHCR Action Against SGBV, an Updated Strategy, 2011

UNHCR Policy on Refugee Protection and Solutions in Urban Areas - IOM/042-FOM/041/2009

UNHCR Protection Manual - IOM/062-FOM/061/2009

Understanding Community-Based Protection - IOM/043-FOM/043/2013



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