

**AN INVESTIGATION OF COMMUNITY PARTICIPATION IN DECISION  
MAKING IN LOCAL GOVERNMENT AUTHORITY  
THE CASE OF MOROGORO DISTRICT COUNCIL**

**By**

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**A Dissertation Submitted in Partial Fulfillment of the Requirements for the  
Award of Degree of Master of Public Administration (MPA) of the Mzumbe  
University**

**2013**

## CERTIFICATION

### To School Board

I hereby submit the dissertation entitled “*An Investigation of Community Participation in Decision making in Local Government Authority: The Case of Morogoro District Council*” written by Sara Joel. I recommend that it be accepted in partial fulfillment of the requirements for the degree of Master of Public Administration of the Mzumbe University.

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## **DEDICATION**

I dedicate this dissertation to my beloved Mother the late Mrs. Endavukai Joel Lotorivoki, and my Father Mr. Joel Lotorivoki. They have been my source of inspiration and for sure, I owe them a lot in my life.

## **ABBRAVIATIONS AND ACRONYMS**

|          |                                                                      |
|----------|----------------------------------------------------------------------|
| D by D   | Decentralization by Devolution                                       |
| LGRP     | Local Government Reform Programme                                    |
| MEO      | Mtaa Executive Officer                                               |
| MDGs     | Millennium Development Goals                                         |
| PMO-RALG | Prime Minister's Office Regional Administration and Local Government |
| REDET    | Research and Education for Democracy in Tanzania                     |
| REPOA    | Research on Poverty Alleviation                                      |
| SOPAM    | School of Public Administration and Management                       |
| UN       | United Nation                                                        |
| UNDP     | United Nation Development Programme                                  |
| URT      | United Republic of Tanzania                                          |
| VA       | Village Assembly                                                     |
| VC       | Village Council                                                      |
| VEOs     | Village Executive Officer                                            |
| WEOs     | Ward Executive officer                                               |
| WDC      | Ward Development committee                                           |
| WCARRD   | World conference on Agrarian Reform and Rural Development            |

## **ABSTRACT**

This study aimed at investigating the community participation level in decision making in local government authorities, specifically in the Village Assembly Meetings in Morogoro District Council. The government of Tanzania has been advocating various local governance and participation initiatives through the famous Decentralization by Devolution Policy of 1998 and the Local Government Reform. However, local people/communities at lower level at large have always been unable to utilize effectively this opportunity in their areas of jurisdictions. This is because they lack critical capabilities or competence needed to have more control of their resources

The concept of community participation is central in underpinning successful development programmes. Studies on the Tanzanian government's efforts to decentralize decision making to the districts and ultimately the village levels indicate that, local people do not constitute key players in the processes and have limited participation in decision making.

This study was conducted in six villages in Morogoro District involving 80 respondents who were purposively and randomly selected. Data were collected using structured questionnaire, supplemented by interviews for key informant and observation. Data were analyzed through Statistical Package for Social Sciences (SPSS) and Microsoft Excel Spread Sheet. The findings showed that the level of education was the key factor that affect decision making in village meetings. Villagers were occasionally given feedback and report on development and financial matters, although accountability of villager leaders was ranked very poor. The study recommended that to enhance villagers' participation in decision making, there should be frequent village meetings, accountable and transparent leaders, leaders with scandals of misappropriating village funds and projects should be forced to step down.

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## **CHAPTER ONE**

### **INTRODUCTION**

#### **1.0 Introduction**

Participation is a rich concept that varies with its application and definition. The way participation is defined also depends on the context in which it occurs. For some, it is a matter of principle; for others, practice; for still others, an end in itself (World Bank, 1995). Often the term participation is modified with adjectives, resulting in terms, such as community participation, citizen participation, people's participation, public participation, and popular participation. The Oxford English Dictionary defines participation as "to have a share in" or "to take part in," thereby emphasizing the rights of individuals and the choices that they make in order to participate.

People's participation as a concept formulated or rediscovered in the 1970 in response to the growing awareness that leads to significant to the rural development and especially poverty reduction because there was little involvement in development project and particularly the poor. An important milestone in people's participation in rural development was the World Conference on Agrarian Reform and Rural Development (WCARRD – Rome, 1979). It was declared that participation by rural people in the institutions that govern their lives is 'a basic human right'. If rural development was to realize its potential, the Conference said, disadvantaged rural people had to be organized and actively involved in designing policies and programmes and in controlling social and economic institutions.

The concept of community participation was formalized in a number of reports of the United Nations like the reports of "Popular participation of 1971 and the reports 'Popular participation in decision-Making for Development.

WCARRD-Rome (1979) indicated that a close link between participation and voluntary, autonomous and democratic organizations representing the poor. It called on development agencies to work in close cooperation with organizations of intended beneficiaries, and proposed that assistance be channeled through small farmer and peasant groups.

Throughout the 1980s and 1990s, participation in rural development as well as in development at large gradually became more established among governments, donors and international organizations, to such an extent that, as (Stirrat,1996) put it, ‘it is now difficult to find a rurally based development project which does not in one way or another claim to adopt a participatory approach involving bottom-up planning, acknowledging the importance of indigenous knowledge and claiming to empower local people’ (ESCAP, 2009).

In Asia the phenomenon of community participation is generally seen as the normal way of ‘doing’ rural development. Mathew (2004) in ESCAP (2009) reviewed a recent Indian experience of empowering the *panchayats*, rural and urban local government bodies, following constitutional amendments in 1992 that sought to institutionalize the idea of decentralized planning by autonomous panchayats, with participation of the local communities. For its part, the development is fast accepting that ‘good development’ requires the incorporation of community participation and development institutions like the (UNDP) have committed itself to emphasize and promote community participation in decision making for sustainable development and change. It is recognizing that the community participation is a serious concept to achieving development objectives such as the Millennium Development Goals. Additionally, these views are being brought up in various international development forums (ESCAP 2009).

Jackson (1962) and Billington (1974) contend that freedom and the right to make decisions on the early American frontier was the shaping force in grass roots democracy, means people's right to participate. The town assembly, in American tradition, was also an early contributor to citizen participation because all citizens in the community got together to decide on issues.

In time, many of these frontier villages began to grow and expand, both numerically and economically. This made it increasingly difficult for every citizen to actively participate in all community decisions. To fill this void in the decision making process, people began to delegate their involvement to a representative, either directly or through a community group. Examples of this delegation were seen in the establishment of the system of

selecting officials by public elections, and the increase of volunteer associations and organizations.

In Eastern Nigeria, in the late 1940s and early 1950s, the British colonial officials pursued a policy with many similarities to community participatory development. The chief propagandist was E.R. Chadwick, the Senior District Officer of Community Development. He wrote frequently about how self-help development could transform the capacity of Nigerians as individuals and communities to identify their own needs and strengthen their abilities to improve their own condition (ESCAP, 2009).

In Rwanda what is interesting for assessing community participation is that the decentralization was outside competitive politics or social movements, especially when compared to the Kerala experience or the role of Bolivia's participation law. Rwanda case points to the importance of sectoral differences, which are not similar in terms of how community participation is structured. Through the new law, the government sought to provide an institutional basis for community organizations, through a more formal and legal set of systems. Thus, the foundations for participation formalized and legitimized the interactions with municipal councils through participatory planning and implementation processes. The Vigilance Committees were supposed to make the actions of municipalities more transparent to civil society groups. Reviews of the impact of the participation legislation's implementation have shown that the law should be assessed on regional and individual case situations, though some general lessons can be drawn from them. (ESCAP, 2009).

Community participation came to be inevitably in developing countries in the 1960s. At the same time as participation became a 'good thing', there was also a trend towards greater diversity in the interpretations of what it really means and in the forms of its application, different approaches, principles, methods or simply emphases available, to fit their own missions or interests, participation thus became what some describe as a 'new orthodoxy of development', but one lacking an ideology Henkel and Stirrat (2001).

## **1.1 Background of the Study**

Tanzania is among the countries that practice decentralization in the world following its option to adopt the Decentralization by Devolution (D by D). The major purpose of decentralization process is to establish governance system that supports local Government Authorities (LGA) to become sufficient and effective in provision of quality services to all people through their participation in decision making process for their sustainable Development. This view is reflected in the introduction to the Local Governments Reform Programme (LGRP). Many efforts to widen the scope of community participation has taken, a number of measures have also been employed in order to engage communities in developmental activities. Such efforts are reflected in the decentralization Act of 1982 and currently Decentralization by Devolution Policy of 1998 that widen the scope of community participation in the development process through decision making process. The Vision 2025 launched in 1999 envisage that by 2025 Tanzania would have graduated from the status of least developed country to a middle-income country with much higher level of human development such as high quality of livelihood, peace, stability and unity, good governance as well as educated and learning society . A deeper analysis of the vision and policy poses critical challenges in terms of accountability and transparent of local leaders which results to various problems such as riots due to their failure to lead communities at the grass root level in decision making.

### **1.1.1 Constitutional Foundations of Local Government in Tanzania**

The government is committed to enhance democracy from grassroots level through participation process. This commitment emanates from the constitution of United Republic of Tanzania (URT) of 1982, which aims at transferring authorities to the people through establishment of Local Government System as enshrined in the Constitution 1982 in Article 145 and 146.

**Article 145 (1) states that;**

*There shall be established of local government authorities in each region, district, urban areas and village in the United Republic, which shall be of the type of the designation prescribe by law to be enacted by Parliament or by the house of Representatives” (URT 1982).*

**Article 146 (1) states that;**

*The purpose of having local authorities is to transfer authority to the people, and the local government authorities shall have the right and power to participate, and to involve people in the planning and implementation of development programmes within their respective areas and generally throughout the country (URT, 1982).*

Ngware (2002) argues that, empowering local level grassroots requires the Removal of all institutional barriers that limit its choices and preventing them from taking action to improve their living standard .Therefore, the basic principles of good governance are to enhance popular participation, improving efficiency in pro-poor development and promoting democratic accountability and transparency.

**1.1.2 Past reforms that enhance community participation at the grassroots level in Tanzania**

Since the Villagelization programme of 1971-75, villages have become the accepted site of living and producing in rural Tanzania. In 1975, the Parliament enacted the Ujamaa Village Act No.21 of 1975 which established governance organs at the village level. These are village assembly (VA) and the village council (VC). VA is composed of all adult members of village while the VC is a board of not more than 25 persons elected by VA. One of the policy of Decentralization was instituted in 1972 and the consequent abolishing of the elected local government structure. Under the decentralization policy, the Central Government bureaucracy was decentralized to regional and district levels under the declared vision of accelerating development. One party political system was considered the supreme policy making body while the government was ascribed the role implementing party decisions. In this context the village was conceived and perceived as a

site of development administration and not as a site of governance, much less as a site of participatory self-governance. The chairman and secretary of the party branch were also the chairman and secretary of the Village heading both VA and the VC. The structure was top-down where the village became the recipient of directives.

In 1992, the eighth constitutional amendments introduced the Multi-party system of governance. Since 1992-1995, a number of amendments were made to local government laws as to accommodate the multi-party system. At the village level the government and party organs were de-linked by providing an elected chairperson of the village. Another important change was to divide the village into “Vitongoji” headed by an elected chairperson who is an ex-official member of the village council.

In 1998 the government through its Policy Paper on Local Government Reform embarked on a comprehensive reform of the local government, Act No.6 of 1999 Act is considered a transitional legislation as the local government reform is an on-going process. The policy and the law guiding the local government reform seems to assume a conceptual shift from administration based on centralization of institutions, concentration of power and top-down policy making to governance based on devolution, democratization and separation of power and bottom-up, participatory policy-making.’ This in turn means that there is a need for a shift in the conceptualization of the village as a site of development administration to the village as a site of (self)-governance.

Decentralization is increasingly on the agenda of many governments. It is seen as a way of increasing the government’s accountability to their citizens and in improving transparency of government decisions. For service delivery, decentralization is often considered particularly important as these services are inherently local in their delivery. In practice, governments have learned that there are significant obstacles as a result of moving from centralized to decentralized systems, especially in the area of social services. At the same time, the move to greater decentralization opens space for more community participation in policymaking at the local level, but this requires action by community organizations in relation to decentralized institutions.

In spite of the policy and the law, the previous conception of the village continues to dominate current reform that villages are not the sites of efficient delivery of social

services. However, it is being realized increasingly that an efficient delivery of social services can only happen within participatory process and democratic governance at the village level. The government through the former PORALG and current PMORALG has been involved in various initiatives based on conception of grassroots level as a site of development and governance. These initiatives are such as Village Democracy initiatives (URT, 2009).

### **1.1.3 Local Administrative and Political Structures in Tanzania.**

The local government system in rural areas of Tanzania mainland is two-tier Local Government System with Local Government Councils at District and Village levels. In addition the local government system operates with administrative committees at Ward and sub-village (Kitongoji) level (URT, 2009). This system is not found in urban areas where only administrative units are found below the respective urban authority.

The number of Local Government structures has increased moderately over the last years. The major changes are results of urbanization and decision regarding formalizing the urban Local Government status of a number of upcoming or existing urban settlements that previously have not been declared as urban areas.

### **1.1.4 Local government and current global initiatives at the village level**

The local government is placed in a better position to work with community towards achieving various initiatives such as MDGs, pioneered by the United Nation (UN). The MDGs are comprehensive agenda for reducing the causes and manifesto of poverty by 2015. The agenda, established World leaders at the UN Millennium summit and adopted by general assembly in September 2000, includes eight goals, with a total eighteen specific targets and forty eight indicators (UN, 2000). Contributing to the attainment of the MDGs, it is essential to stress the importance of MDGs prerequisites at the local level for the following reasons:

First, without efficient, accountable and democratic institutions the voice of the poor will not be understood, poverty reduction and economic growth will not be possible, and gender discrimination will not be eradicated (3<sup>rd</sup> goal). An adequate institution framework will

allow the grassroots people and marginalized group to participate fully in decision making process concerning local development and will address the exclusion of political marginal groups, particularly women from decision making and from the benefit of collective action.

Second, efficient capacity will allow the community to improve and/or get basic education (2<sup>nd</sup> goal). Without education, economic growth will not be sustainable, and participation in community will not be durable as well.

Third, adequate access of the poor locally-based in managed efficient social services and basic infrastructure, especially in the area of health will reduce child mortality (4<sup>th</sup> goal) and incidence of major disease (6<sup>th</sup> goal) which cripple local livelihood in hamper local economies.

Fourth, the promotion of economic development and growth through a number of interrelated measures is designed to promote environmental sustainability (7<sup>th</sup> goal).

The overall development of a country depends upon maximum utilization of her people, both men and women, at time goes on every nation recognizes the significance of community participation as it has a lot of advantages. Understanding community views on participation ensure the public's contribution, influence planning decisions, ensure equal opportunities for participation, seek out and facilitate the involvement of those potentially affected, communicate to participants how their input affected the decision and provide participants with the information needed to participate in a meaningful way. Moreover, it increase accountability of local institutions to the community, enhance freedom of choice in the decision making process, also leading the greater accountability as a mechanism of Good Governance, enhance the sense of ownership of local available resources and help in assess efficiency and value for money in developmental projects (Gurgur and Shah 2002).

Despite the efforts and initiatives taken by various governments worldwide to ensure effective community participation in deferent aspects including decision making, still the actual situation is not yet achieved in decision making process. It should be kept in mind that participation is one of the cornerstones of our democracy and has equal benefits for politicians, officials and civil society. Community role in decision-making is the most

important tools for consideration in the movement for development. Public participation is a principle that is accepted by all spheres of government in Africa. Participation is important to make sure that governments address the real needs of communities in the most appropriate way. Participation also helps to build an informed and responsible community with a sense of ownership of government developments and project (Gurgur and Shah 2002).

## **1.2 Statement of the problem**

Tanzania believes that the development of the people is brought by the people largely living in rural areas. This is in line with Decentralization by Devolution (D by D) Policy. The policy paper on Local Government Reform, 1998, spells out very clearly government's vision of a reformed local government system. An overall objective of the policy is to improve the delivery of services to the public, through decentralization by devolution which entails the transfer of powers, functional responsibilities and resources from central government system to local government authority, which can deliver quality services to the people in a participative, effective and transparent way where the local authorities are directly accountable to the people.

The World Bank Policy Paper on decentralization, as cited in an empirical study by Gurgur and Shah (2002) showed that, political and bureaucratic culture and centralization of authority represent the most significant determinants of corruption in a sample of 30 countries. The government of Tanzania determined to reform the culture of centralized bureaucracy which has failed to deliver good quality services to the poor. The government has set out a clear Policy, has passed enabling legislation and has embarked on the decentralization journey so that public services must be exercised by the lowest level of government. These lower levels include the Ward level, Village level, Hamlet (Kitongoji) and Neighborhood (Mtaa). Although the government through PMORALG is determined to create conducive environment for grassroots level to provide quality services it is constrained by low community participation and poor governance at the grassroots level. Various interventions have been taken to emphasize the participatory process such as capacity building for local grassroots leader through training for Mtaa Executive offices (MEO), VEO, Mtaa and village committee but the performance in services delivery is still

poor hence slow pace in development. Under the ongoing D by D most of the financial resources are being directed to the higher local government and the challenge is whether the people at grassroots level at the institutions are participating enough to substantially access and use resources in their localities for their development.

Since local government structures at low level (Ward, Village, Mtaa and Hamlets) are owned by the people and their leader, citizens have to participate in decision making so that they can be aware of the decision made and options taken to achieve their objectives, to the extent that where the government fails to deliver social services then citizens can demand accountability. This view is shared by Kiondo (1997) who argues that citizens elect their leaders under an open and competitive process, after free and fair elections, citizens are expected to work as partners with their government and participate in ways that promote accountability.

.This study aimed at investigating the community participation in decision making at the grassroots level and to find out constraints that obstruct community participation in decision making process during the assembly meetings for the sake of their development.

### **1.3 Objectives of the study**

#### **1.3.1 General objectives**

The overall objective of this study was to investigate the community participation in decision making process at the village level for enhanced development.

#### **1.3.2 Specific objectives**

Specifically the research has the following specific objectives

- i. To assess the extent to which local community is involved in decision making processes at the village level.
- ii. To analyze constraints that obstructs community participation in decision making processes at village level.
- iii. To investigate the measures taken by village leaders to involve people in decision making in the village assembly.

## **1.4 Research Questions**

In order to realize the above objectives, the study sought to answer the following questions:-

- i. To what extent is the local community involved in the decision making processes during community meetings at the village level?
- ii. What are the constraints which have hinder community participation in decision making processes at village level?
- iii. What are the measures undertaken by local leaders to encourage local community members to participate in decision making particularly through village assembly meetings?

## **1.5 Rationale of the study**

This study may be important for both theoretical and practical pursuit. So to speak, the study is important as it will help in policy execution and management. It is also significant for socio-economic development as Tanzania's central government is transferring much of its function to Local Government Authorities. Although the country has a good structure and system of LGA from top to grass roots level, still there are a number of challenges on services delivery which call for community participation in decision making research. Despite the presences of D by D, local government's reform and statutory meeting at the Village level still there is much to be desired on how to enhance democracy through community participation process in decision making so that people can have ability to demand accountability to their leaders.

Quality insurance and services delivery is still an issue in the course of implementing LGR and D by D Policy. Many schools, dispensaries and rural infrastructures have been built with significant input from people but the quality of this infrastructure does not conform to the expectation of the majority and even the amount of resources spent. Therefore the study will add knowledge to the existing literatures on public participation in decision making at the grassroots. The study will inform policy makers on the obstacles that inhibit citizens from demanding accountability at the grassroots.

### **1.6 Scope of the study**

Due to limited time the study was carried out in the Morogoro District Council at the level of village, ward, village council and political leadership post such as Sub-Villages leaders, village leaders in Morogoro District council, specific the study focused on the community participation in decision making includes two wards in Morogoro district council which are; Mikese and Mkambarani and its six selected villages. The study intended to find out the factors that hinder the community participation in decision making in local government during the VA meeting.

However the results and recommendations intend to serve all local government authorities. The researcher decides to select Morogoro District Council specific Mikese and Mkambarani Wards because of the following reason; two wards are accessible to the researcher.

### **1.7 Limitation of the study**

When conducting research there was a number of factors that hindered smooth operation for the task. Insufficient response from the ward management and others member of community was a serious obstacle to the researcher in carrying out the study. Some respondents were not willing to cooperate and able to fill the questionnaires as appropriate and return them on time. In talking this limitation the researcher use face to face interview to respondents.

The important information was not disclosed easily to the researcher due to the privacy security and policy of Morogoro District Council. Moreover, since not everyone was a spokesman of the institution concerned, there was a situation where the respondents refrained from disclosing vital information to make the study of success. In tackling this limitation, the researcher insured confidentiality of the respondent by guarantee that all data to be collected shall be used for academic purpose and that names of respondents shall not be mentioned.

There was an ambiguity idea from respondents as a sample unit comprised different discipline with different level of understanding such village leaders and members of community. Some respondent did not respond to the questionnaires because of

unawareness on policies, laws, institutions and programmes. This limitation was off-settled by cross-sectional collection of data at various levels such as Ward level and village level.

There was unavailability of respondents in some areas in some of the village researcher arrived during the busy of agriculture season. Thus, it was not easy to holding villagers for one or two days of meeting. This limitation was off-settled byre-visiting the village included in the sample unity. This made possible for researcher to collect required information to accomplish this study.

## **1.8 Definition of Key Terms**

### **Participation**

According to the World Bank (1996) participation is defined as a process through which stakeholders' influence and share control over development initiatives and decisions and resources which affect them. Therefore, basing on this definition of participation, one can realize participation as important instrument of empowering people in development process.

### **Community**

Community can be defined as the group of people who share the same characteristics. The characteristic and behavior of communities differs from one community to another depending on the historical background. From the political point of view, community can be defined as a political constituency that has right to participate in political activities such as electing their leader and making decision to run their government.

### **Community participation**

Maeda (1976) noted that community participation is an instrument for democratization and for enlarging the opportunities of the people to make some inroads into decision making process. The definition stresses the need to increase efficiency in the operation of government activities and development in general. For the purpose of this study a useful definition of public or community participation is conceived from Stoker (1997) (following Parry et al, 1992) who defined it that 'political participation is members of the public 'taking part in any of the processes of formulation, passage and implementation of public policies.

**Village**

Village refers as a group of household and associated buildings larger than hamlet and smaller than a town situated in a rural area.

**Village assembly**

Village assembly is the supreme organ in the village. The Village Assembly is composed of all adult persons, ordinary, and resident in the village as well as youths who have reached 18 years of age.

**Local Government**

Local government can be defined as an intra-sovereign governmental unit within the sovereign state dealing mainly with local affairs, administered by local authorities and subordinate to the state government Jahan (1997).

**Local Government Authorities**

Local government are holistic that means multi-sectoral, government units with a legal status (body corporate) operating on the basis of specific and discretionary powers under the legal framework constituted by the national legislation(LGRP,1998)

Local government Authority can be referred to institutions that established to enhance the democratic process within its area of jurisdiction and to apply the democracy for facilitating the expeditious and faster development of the people.

**Decision making**

Decision making is regarded as the mental process (cognitive process) resulting in the selection of a course of action among several alternative scenarios. Every decision making process produces a final choices. The output can be an action or an opinion of choice.

**1.9 Chapter Summary**

This chapter has presented the background information on what the study is all about. It has provided an overview of the study area that was six villages in Morogoro Rural district, a background of the study, statement of the problem, the objectives, research questions, significance of the study, the limitations of the study and the definitions of the key concept.

## **CHAPTER TWO**

### **LITERATURE REVIEW**

#### **2.1 Introduction**

This chapter seeks to address theoretical party of the literature related to community participation at large. An empirical party of the literature is also viewed by examining various authors' thoughts in as far as the community participation is concerned. Finally the gaps arising from previous literature are identified and how this research is expected to achieve them.

#### **2.2 Theoretical literature reviews.**

##### **2.2.1 Community Participation concept.**

Community participation is a course of action, through this process, the beneficiaries or beneficiary groups influence the direction of development projects and processes, including increasing the income related benefits, personal growth, self-reliance, or other valuable aspects of their view. The World Bank (2002) define participation as a process through which stakeholders influence and control the development of a common orientation, decision-making power and influence to their resources are essentially involved in a number of characteristics of a widely recognized. Brohman John summarized the basic characteristics of participation such as the Community decision making roles, projects equitable benefit, contribute to the community in decision-making, community will not only be a voluntary contribution, while some control.

Heberlein (1976) notes that, public involvement results in better decisions. He went further and argues that, community decisions that involve citizens are more likely to be acceptable to the local people. Better community decisions, by definition, should be beneficial to the average citizen.

Citizen participation in community affairs serves to check and balance political activities. Participation allows a full access to benefits of a democratic society (Wade, 1989). Partisan political favors, pork barreling, and nepotism are negative examples of unchecked

political behavior. A cross section of citizen participation in the decision making process reduces the likelihood of community leaders making self-serving decisions.

Cahn and Camper (1968) suggested three rationales for citizen participation. First, merely knowing that one can participate promotes dignity and self-sufficiency within the individual. Second, it taps the energies and resources of individual citizens within the community. Finally, citizen participation provides a source of special insight, information, knowledge, and experience, which contributes to the soundness of community solutions. The result is an emphasis on problem solving to eliminate deficiencies in the community (Christensen and Robinson 1980).

Cook (1975) notes that, citizen participation can legitimize a program, its plans, actions, and leadership. To legitimize can often mean the difference between success and failure of community efforts. Unsupported leaders often become discouraged and drop activities that are potentially beneficial to community residents. Voluntary participation can also reduce the cost for personnel needed to carry out many of the duties associated with community action. Without this support, scores of worthwhile projects would never be achieved in many communities.

Additional reasons could be cited to emphasize why citizens should participate in community decisions. However, the case is rested with these. In summary, decision making that is delegated by others will not always be in the best interest of an individual and his or her neighbors. Community betterment is a product of citizen involvement.

### **2.2.2 Rationale of Community Participation**

The literature on democracy and democratic decentralization indicates that active citizen participation in local political process is a sine qua non of meaningful democracy (Scheider, 1999, World bank, 2000 through 2001). Liberal democratic theory, referred that citizen participation in decision making influences leaders to adopt policies that address the needs of the citizens (Blair, 2000; Johnson, 2001)

Cornwall (2003), noted that participatory governance ensures citizens become makers and shapers as opposed to being users and choosers from a provided menu of projects. The UN (1975) describes popular participation as a process that is hierarchical, from weak to stronger forms of participation, which is a kin to Amstein's (1969) framework or ladder of participation from manipulation, consultation to partnership, which suggests citizen engagement, power and control in the decision making process (Plummer, 2000).

The literature shows further that active participation involves physical interaction between those persons in whom society has vested the authority to make decisions and the people affected by those decisions (UN, 1975 as cited in Makumbe, (1996). However this form of participation as Makumbe notes might be feasible at lower levels but quite difficult if not impossible at the higher levels of government. Even if this kind of participation were possible it may still fail to result into meaningful citizen participation not only because of power differences between leaders and citizens but also because of information asymmetry, among other factors. As Makumbe (1996) observes, this implies that "there can be physical interaction without the opportunity of the people or their representatives to make meaningful and informed decisions" or to influence decisions.

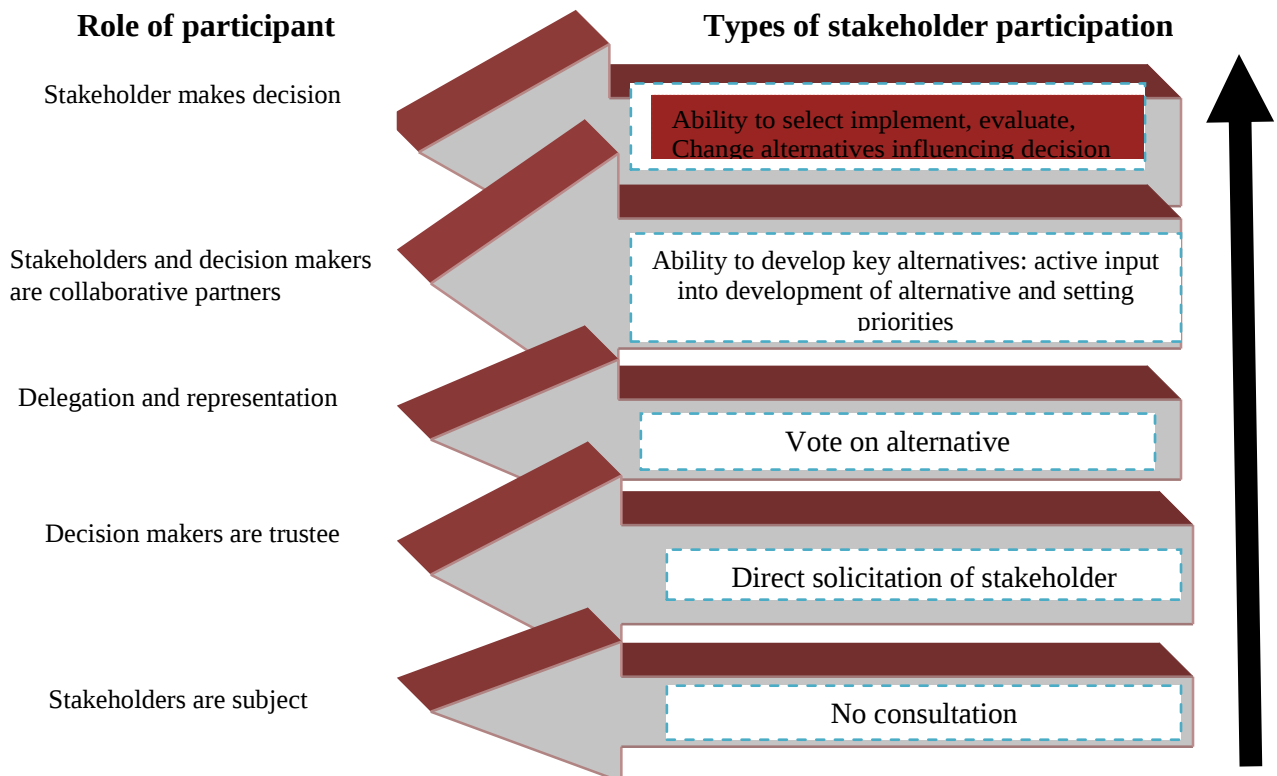
The literature, for instance (Bovens, 2003, and Rakodi, 2001) refers to the importance of the representation of civil society organizations in the local decision making bodies as done in South Africa, with a view to enhancing the responsiveness and accountability of local governments in addressing citizens' demand in services.

Rakodi (ibid) views that the above stance is emphasized by the political side of neo-liberal economic policy that dominated policy thinking and practice in 1980s and 1990s. This school refers to role of grassroots organizations and Non-governmental organization (NGOs) in channel and facilitating participation by urban and rural residents in decision making to ensure more appropriate project and policy design, more successful implementation and costs kept down by inputs of free labour and residents financial resources...." (Rakodi 2001).

### 2.2.3 Community Participation Framework.

Saxton (2007) suggest a simple but powerful analytical framework of community participation.

**Figure 1: Types of Stakeholders Participation**



Source: Saxton (2007).

Just like the Arnstein model of citizen participation (described above) Saxton's model provides a continuum for assessing the level of community participation from being mere subjects or spectators in the decision making process to the top rung where stockholders (local citizen) are control and influencing the decision making-process. This model which closely matches a citizen participation assessment framework proposed by Chambers and Pretty in (Plummer, 2000) can be used to assess citizen participation in local decision making.

### 2.2.4 Theories of community participation

Theories of community participation have received considerable academic attention Particularly since the early 1990's but have been a source of debate since at least the

1960s. This part of literature review is intended to provide a brief overview of some of the most prominent theories which have been put forward as a means of understanding and appraising participation structures and practices. Several alternative theories to explain the daily functioning of the village government, more specifically the ability of the citizens to demand accountability from their village government are sought. In this part theories are reviewed to find out their suitability to our discussion of citizens' ability to demand accountability.

### **2.2.5 Decision Making Theory**

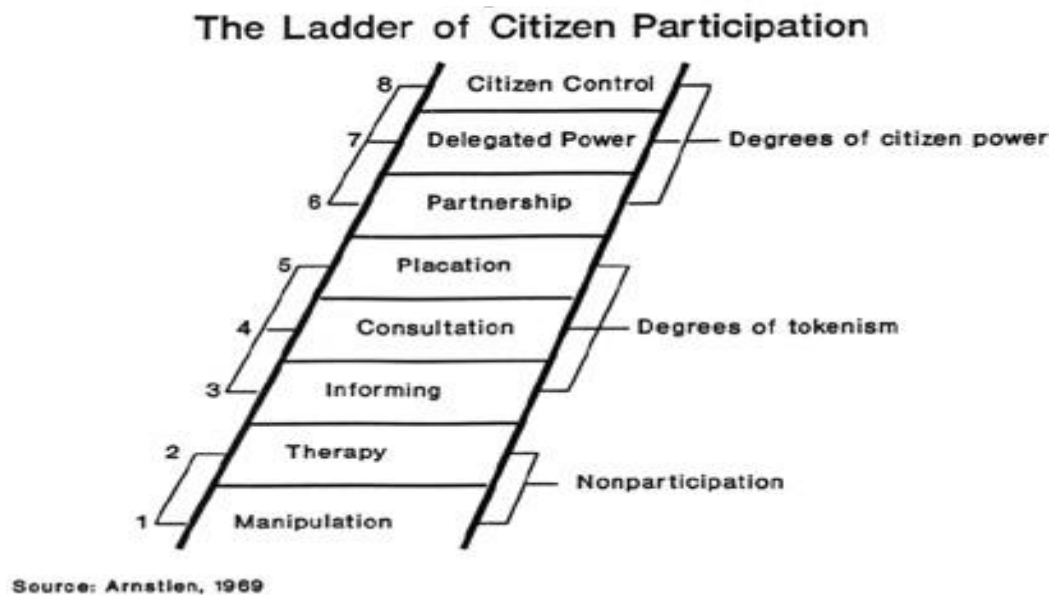
In the theory of public participation, it is useful to review broad theories of decision-making structures. De Sario and Langton, in their book *Citizen Participation in Public Decision Making* (1987), explore the role of technology in public policy decisions. They explained that public decisions are increasingly being influenced by community, a framework for assessing the range of choice that is the degree of decision making authority decentralized to local government in specific functional areas.

Democratic decision making, in contrast to bureaucratic is based on the assumption that all who are affected by a given decision have the right to participate in the making of that decision. Participation can be direct in the classical democratic sense, or can be through representatives for their point of view in a pluralist-republican model. Kweit and Kweit (1986), point out that criteria for evaluating policies in a democratic process are the accessibility of the process and/or the responsiveness of the policy to those who are affected by it, rather than the efficiency or rationality of the decision. Decision making theory is relevant in this study because it is providing a framework for analyzing the role of agents in decentralized of power and its functions to the community.

### **Arnstein's ladder of participation**

Perhaps the theoretical work on the subject of community participation was by Arnstein (1969). The particular importance of Arnstein's work stems from the explicit recognition that there are different levels of participation from management as refers to the figure below:

**Figure.2: The Ladder of Citizen Participation**



**Source:** Arnstien (1969)

Arnstein (1969) increasingly complex of participation have been advanced and new terminologies added. In particular, there has been a shift towards understanding participation in terms of the empowerment of individuals and communities. This has stemmed from the growing prominence of the idea of the citizen as consumer, where choice among alternatives is seen as a means of access to power. Under this model, people are expected to be responsible for them and should, therefore, be active in public service in decision making.

### **2.2.6 Decentralization Theory**

Decentralization theory has been used to show how power and resources can be transferred to the local level so as to increase citizens' participation in decision making. It should be made clear that decentralization has different forms all of which determine citizens' power in relation to their village government. According to Kiggundu (2000), there are five dimensions of decentralization such as; devolution, delegation, popular participation, divisionalization and deconcentration. In this study only devolution is discussed as it has been assumed by various scholars of decentralization that it is the best

form of decentralization which can enhance citizen participation in decision making process. Kiggundu (2000) highlight that, devolution is the transfer of power to local units of government which operate in a quasi-autonomous manner outside the direct administrative control structures of the central government. The author further argues that devolution in theory is attractive, because it increases the involvement and commitment of local citizens and their influence over the organizations providing services.

In Tanzania the current wave of LGRP aims at promoting decentralization by devolution in which administrative, fiscal and political institutions can have authority to make decision for their matters. Devas and Grant (2003) argues that decentralization increases citizens' participation in decision making, thus enhancing accountability at the grassroots because citizens exercise influence and control the decisions that affect them emphasis. Government officers in devolving real power of participation to the local authorities, and the level of participation by the citizens through established channels such as village assembly and hamlet assembly in order to ensure accountability at the grassroots level .In the absence of the decentralization aspects it may be difficult for citizens to hold their village government accountable, decision making, and citizens' influence over decisions made at the grassroots as a way of enhancing citizens' ability to hold their village government accountable. However, it is not self-explanatory as far as the current functioning of the village government is concerned, particularly citizens' ability to hold their village government accountable.

### **Partnership Approach.**

Moser (1960) indicated that community participation in terms of “Partnership Approach.” Moser explains the concept of participation as a ‘means’ and as an ‘end’ in development projects When participation is interpreted as a means it generally becomes a form of mobilization to get things done .Where as when participation is identified as an end the objective is not a fixed quantifiable development goal but a process whose outcome is an increasingly ‘meaningful’ participation in the development process.

However, there is a fear among governments' officials, of uncontrolled empowerment of community and lack of trust in their ability to make sensible decisions, which prevent the governments from changing their mindset in decision-making.

The professional literature related to policy and decision making illustrates a variety of approaches that are used by policy makers, managers and leaders. Decision theory can be traced back from the contributions made by the founders of probability theory, related to economics and theory of games and with advances of statistical theory. However, pure mathematic theory has been always complemented with psychological studies generating in consequence a behaviour decision theory (Wallsten, 1980).

It is argued in this approach that making decisions is a psychological process. Thus, one can observe people making choices using their knowledge and experience in selecting the most optimal decision making most research were dominated by linear development model of decision making. Recent researches are more oriented by theories embracing a wider variety of processes and heuristics that typically used in different context. Therefore, through the above theories, local people mostly did the development process such as construction of road in rural areas from Local Government. The local government facilitates the participation of the local people in deciding on matters affecting their lives, planning and executing their development programs

## **2.3 Empirical Literature**

In this part presents the major empirical themes observed from previous researches conducted in different parts talking about community participation in decision making process.

The literature on democracy and democratic decentralization indicates that active community participation in the local government authority is a sine qua non of meaningful democracy (Schneider,1999; cited by: World Bank,2000 through 2001) Liberal democratic theory refer community participation in decision making influence leaders to adopt policies that address the needs of the community (Blair, 2000, Johnson, 2001). Participatory governance ensures citizens become makers and shapers as opposed to being users and choosers from a provided menu. UN, (1975) describes popular participation as a

process that is hierarchical, from weak to stronger forms of participation, which is akin to participation Arnstein (1969)

Participation in decision making is one way of enhancing accountability at the grassroots. Killian (2008) asserts that, where citizens participate in decision making, they know the decisions and this can make them committed to those decisions and therefore can demand accountability if the government is acting contrary to the agreed objectives.

Kaminyoge (2008) found that community participation in decision making during statutory village meetings attendance in statutory meetings was very low and are not held as scheduled. He went further pointed out that inadequate awareness of the important of the village meetings, in Mbarali District Councils, lack of funds to meet meetings expenses and lack of village by laws were the major causes for poor community participation in decision making.

In his research, data indicates that meetings were held without observing time table of meetings this means that large numbers of people were partially represented in decision making. This has negative impact towards policy formulation and implementation in the whole process of development.

Mnaranara (2010) found that participation of communities in terms of contribution in cash was not encouraging because many villagers did not contribute in cash. The majority of the villagers were economically poor, but they were strong and had different skills through which they could participate in the building of schools. In her research conducted in Mlali and Mzumbe wards. She commented on the form of participation demonstrated here contained elements of collaborative participation, in this case both parties participated in the same manner in diagnosing the problem, analyzing data, designing solution and implementing.

Basing on Pretts (1995) argues that this form of participation is regarded as highly active. Collaborative participation contributes to commitment on the part of the villagers in the implementation of ongoing primary school construction.

Another study was conducted by Mukandala (1998), this study which focused on structure of government influencing community participation among others, whether local government structures were conducive for the promotion of community participation. The study revealed that the structures could hardly promote accountability because were the product and instrument of the party. Similarly the lowest level organs of decision making like the village councils were loyal to the party leaders, rather than the community. Ngware (2005:11) argued the community awareness of the participation in the reform process, promotes principles of democracy, transparency and accountability, that LGRP help the people to understand their roles and responsibilities in contributing to their own development.

On the other hand, Monyemangene (1997:29) indicated that protagonist of community participation provides several key reasons for its important .It is argued that it provides an equal opportunity to influence the decision making process also based on the popular sovereignty it ensures that the government is sensitive to the needs of the people a part from all it encounter acts the senses of powerless to poor. Koenigsburger (cited in Monyemangene, 1997) assert that the question of community participation becomes relevant if the public assume control of planning and development implementation areas that were in the past enclaves of the elite and planning technician to drive the development without consultation.

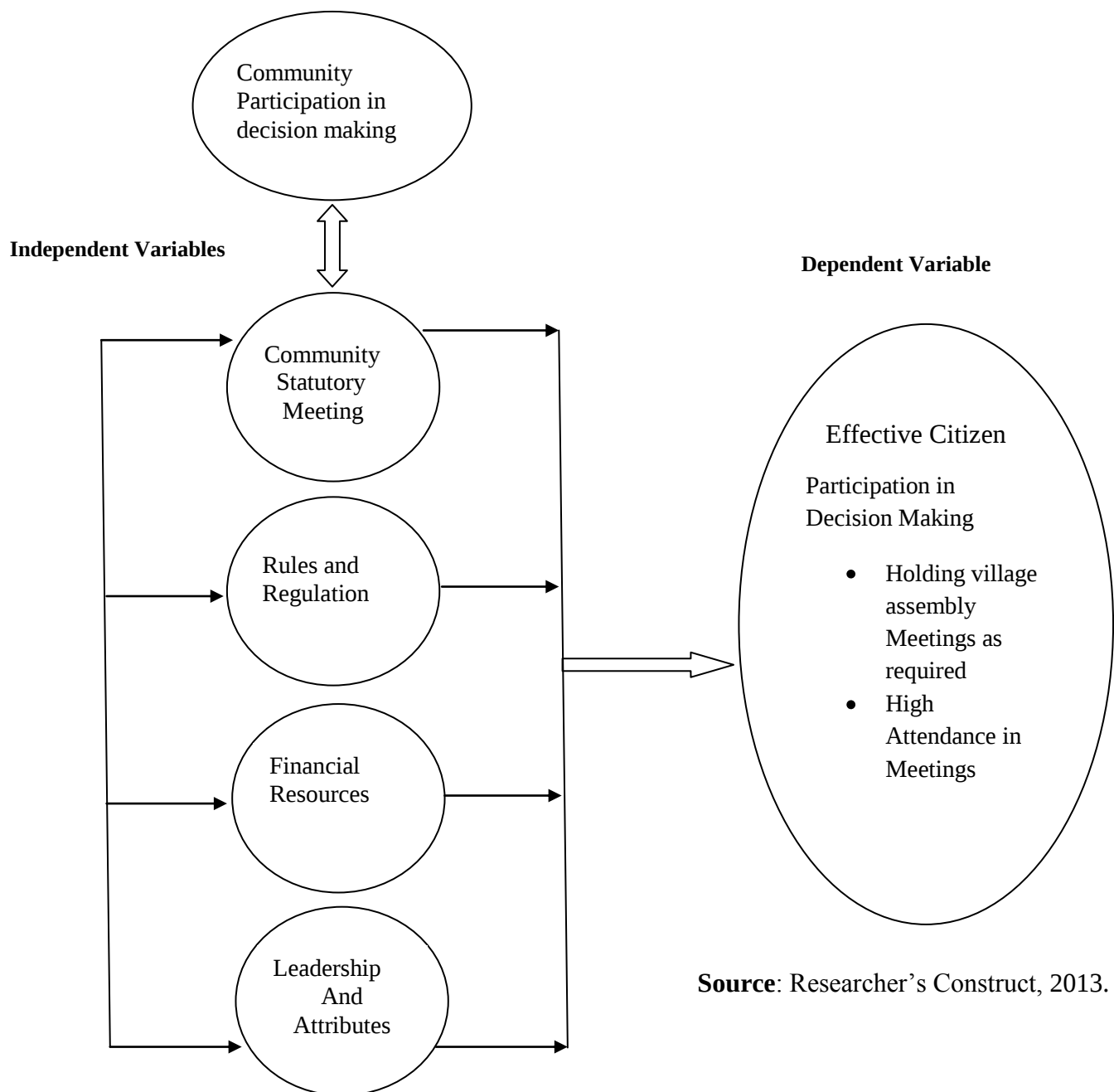
## **2.4 Conceptual Framework**

The underlying assumption in the study is that citizen participation in decision making is effective if the village assembly meetings are held as scheduled. Indicators of community participation in decision making in this study are holding of assembly statutory meeting as scheduled and attendance in meetings. Effective community participation in decision making process as envisage in the LGRP promotes accountability as precondition for good governance. The presence of statutory assembly meeting indicates the practice of good governance in local government authorities (REPOA, 2008).

The study is guided by the conceptual framework that, when communities are highly engaged in decision making through village statutory meetings in their areas of jurisdiction

they are ensured ownership of financial resources. As such, they will be aware of institutional arrangement such as rule, regulations, Acts and statutory, as well as policies. Moreover, their engagement in decision making will enforce leaders to take into account and fulfill their responsibilities. This conceptual framework is presented in the figure below.

**Figure 3 Conceptual Framework of Community Participation in decision making.**



**Source:** Researcher's Construct, 2013.

## 2.5 Synthesis

Research on community participation in decision making has been approached from various angles. Few studies have concentrated on village government, the few that have focused on the grassroots have paid more attention to how decisions making, rather than focusing specifically on constraints that hinders the community fail poor in demand accountability from their village government through participation process.

Tanzania has been embarking on the decentralization process with the aim, among others, of improving citizens' awareness of their rights and participation in the development process, especially through village government. It is expected that the community will participate fully in decision making and therefore become active in holding their village government accountable.

However, the above expectation was not met because of some constraints, as noted from earlier studies such as; community were not aware on the importance of making decision through assembly meetings this factor make the community to ignore village assembly meetings and see village assembly has no important to them. Another reason is that, people's mindset that the developmental issues are the work of government. This makes them keep on putting blames on the government that it has done nothing to them.

No feedback from the high administrative organ, this slows community's moral and frequency of attending to this meetings as a reasons behind their ideas are never taken to implementation this village assembly has the face of political issues and not for community development due to interferences of politicians to the administrative functions.

Time schedules, village leaders do not have time table before, planned for village assembly and it is happen when the time table are there but it has not implemented, because of constraints of money/ funds and their village leaders are not willing to use assembly meetings to influence their administrative roles because they are not honest and afraid of fingers point from community members.

Moreover, the structures of governance at local levels is also an hindrance to effective community participation, having a long procedures and section to pass through before

attending meetings complexity in terms of numbers of attendance as opposed to few number of community members who participate, also even a gender to be discussed is an issues

Generally the knowledge gap shows that relatively few studies have specifically focused on the community participation in decision making particularly on citizens' ability to demand accountability from their village government. Therefore despite different researches has been made on community participation indecision making, effectiveness of community participation, contribution or significance as well as roles or important of decision making through participation process just to mention few. No one take trouble to study on the community participation indecision making through village assembly meetings with specifically on constraints that made community not attend and contribute to the village development through statutory village meetings, so this is what forced researcher make to conduct this study.

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## **CHAPTER THREE**

### **RESEARCH METHODOLOGY**

#### **3.0 Introduction**

The research methodology section defines various means and ways used in acquiring data and information. Research methodology is the ways that are used in conducting research. That is the science of studying how research is conducted scientifically. Research methodology enables the researcher to collect relevant information about the research topic. Thus, this chapter discusses the research design, population and sample size, sampling procedure, methods of data collection, data analysis and interpretation, expected output of the study, bibliography and appendices, those will be analyzed and outlined in this section.

#### **3.1 Research Design**

Bryman, (2008) noted that research design entails the detail exploration of the specific case, which could be community, person or organization. Generally, research design is a framework for collecting and analyzing data. This research employed a case study design which used both qualitative and quantitative techniques in data collection and analysis. Nachmias (2008) stresses that, questions like; who shall studied? What shall we observed? When will observation be made? How the data be collected? therefore, research design according to Nachmias (2008) is the “blueprint” that enables the investigator to come up with solution to the problem and guides him or her in the various stages of the research. This design helped the researcher to assess the attitudes, opinions and behavior of the important actors in the current functioning of village government, more specifically on community participation in decision making process.

This design was preferred because it provided the researcher with rich, detailed and in-depth information about the interactions of the significant factors of the individuals. Moreover; it allowed the use of multiple sources of data and therefore enabled the researcher to draw conclusions as suggested by Babbie, (1998). In this regard, the researcher was able to use interviews, questionnaires, observations and secondary sources in collecting the data. This helped the researcher to have detailed information on the

interactions between the village government leaders and community and data from different methods of data collection were converged to draw the conclusions.

### **3.2 Study Area**

The study was carried out in Morogoro District Council specifically in Mikese and Mkambarani wards. Morogoro District is one among of six Districts in Morogoro Region .The District is located at North East of Morogoro Region between 6°00' and 8°00' Latitudes South of Equator also between Longitudes 36°00' and 38° East of Greenwich. It is bordered by Bagamoyo and Kisarawe districts (Coast region) to the east, Kilombero district to the south and Mvomero district to the north and west.

Morogoro Rural is administratively divided into 141 village and 29 Wards such wards are; Kisaki, Singisa, Bwakirajuu, Bswakira chini, Mngazi, Kibogwa, Kisemu, Mtombozi, Lundi, Kibungo, Tawa, Kisemu, Konde, Mvuha, Selembala, Kasanga, Bungu, Kolero, Kinole, Tegetero, Muyuni, Kiroka, Mkambarani, Mikese, Gwata, Ngerengere Matuli, Kidugalo, Tununguo and Mkulazi. In Morogoro district has over time enjoyed various interventions as a pilot district. For instance, it was one of the districts for the first phase of (LGRP) .also being a pilot district for the REDET programme whose aim is to educating citizens on democratic values. It has fairly well educated citizens, who are generally enlightened and politically active (Mukandala, 1998), all of which are likely to influence community' participation to demand accountability. Therefore, the study focus on two wards such as Mikese and its three selected village as well as Mkambarani and others selected village (Ref. Appendix I(d)), Morogoro District Council Map.

### **3.3 Population and Sample.**

Krishnaswami (2002) defines population as the target group to be studied in a particular place. Therefore, population is the total collection of element about which one wishes to get information. Kothari (2004) defines the word population as the set of all objectives that possess some common set of characteristics with respect to marketing problem. For the purpose of this study the population of the study includes citizens from members of the households who are 18 years of age and above. This group of people was selected because

they have attained the minimum age necessary to participate in almost all civic and social responsibilities.

A sample is any subset of sampling units from a population Nachmias (2008). According to him a sample may include only one sampling unit, all but one sampling unit or any number in between. This study considered a sample of 80 respondents which was drawn from the total number of Wards and Villages at Morogoro District council sample size comprises of 80 including WEOs, WDC, VEOs and members of the community. The researcher considered this sample size as convenient to ensure the presentation. Respondents were sampled from the four categories mentioned. Sample was randomly picked to eliminate biasness. Due to the heterogeneity of staff in Ward and village gender balance was also taken into consideration.

**Table 1: Summary of the Sample Composition**

| No | Category             | Population (N) | Actual Sample (Respondent) | Percentage |
|----|----------------------|----------------|----------------------------|------------|
| 1  | WEOs                 | 2              | 2                          | 100        |
| 2  | VCCs                 | 35             | 6                          | 17.14      |
| 3  | VEOs                 | 6              | 6                          | 100        |
| 4  | Village chairman     | 6              | 6                          | 100        |
| 5  | Villager/communities | 936            | 60                         | 6.41       |
|    | <b>Total</b>         |                | <b>80</b>                  |            |

**Source:** Field Visit in Morogoro District Council, 2013.

### **3.4 Variables and their Measurement**

#### **3.4.1 Relationship of Variables**

The Variable of primary interest to this study is the dependents variable of community participation in local government authority. Participation is done through people, and their local government's institutions such as WEOs, WDC, VEOs, Village Council, Village Assembly, Mtaa and Kitongoji so that The community leaders and villagers can be sensitive through capacity building therefore the level of participation, accessibility to resources and level of ownership of assets can be achieved.

Community participation in local decision making process promotes accountability as a precondition for good governance, and also ensures that government decisions are taken in good faith and lead to sense of ownership.

*“....there must be an efficient and democratic system of local government so that people make their own decisions on the things which affect them directly and so that their able to recognise their own control over community decision and their own responsibility for carrying them out” (Nyerere 1972)*

Accessibility and ownership of resources by community stimulate their empowerment.

### **3.5 Sampling procedures**

#### **3.5.1 Simple Random Sample**

Adam and Kamzora (2008) define simple random sampling as a probability sampling where all members in the population have equal chance of being selected to form a sample. For this case study population found at Ward level and to the village level found at Morogoro District Council was randomly selected to get 60 as a sample size expected to villager's respondents to interviews and questionnaires. Therefore to make a sampling unit of the population being included in the sample was 80 respondents.

#### **3.5.2 Purposive Sampling**

In this study purposive sampling technique was also used by selecting key informants from Ward to Village level, purposive sampling allows variation and enable particular choices to be made relative to a particular research situation, also it represents the whole population and as far as possible has no bias.

The researcher decided to choose 20 respondents which involve WEO, VEO and VC by using purposive sampling because the qualitative investigation aimed for depth as well as extent. Thus the analysis of large number of in-depth interviews and focus group discussions would be unmanageable of the research ability to effectively analyze large quantities of qualitative data. The Ward and village are selected on the basis of purposeful sampling techniques Sampling procedures at different levels are presented below as follows-

**Table 2 Sampling procedures.**

| Wards      | Number of villages | Number of villages selected | Number of respondents |                         |                 |                            |                                        |
|------------|--------------------|-----------------------------|-----------------------|-------------------------|-----------------|----------------------------|----------------------------------------|
|            |                    |                             | Village Chairperson   | Ward executive officers | Village Council | Village executive officers | Community members both male and female |
| Mikese     | 4                  | 3                           | 3                     | 1                       | 3               | 3                          | 10people in each Village               |
| Mkambarani | 4                  | 3                           | 3                     | 1                       | 3               | 3                          | 10people in each village               |

**Source:** Researcher Construct, 2013

### **3.5.3 Types of data collected.**

This is the specific tools that used to collect data. Two types of data collection methods were used to gather data from the field. These were Primary data and Secondary data.

#### **3.5.3.1 Secondary Data**

These are source containing data which have been collected and compiled for another purpose. Secondary source was collected through office documents, records of the Village meeting minutes and Governance Benchmarking reports on ongoing Local Government Reform Programs. The researcher applied secondary data due to the facts that secondary sources have some advantages. First secondary data if available can be secured quickly and cheaply. Once their sources document and reports are allocated collection of data is just a matter of desk work. Second wider geographical area and longer reference period may be covered without much cost. Thus, the use of secondary data extends the researchers space and time reach. Third the use of secondary data broadens the data base from which scientific generalization can be made also the use of secondary data enable the researcher to verifying the findings based on primary data.

#### **3.5.3.2 Primary Data**

Primary data were directly collected by the researcher from their original sources. There are various tools of primary data collection but the researcher used three tools questionnaires, interviews guide and observation in collection of primary data

### **3.6 Data collection techniques**

#### **3.6.1 Questionnaires**

Questionnaires are document in which a list of questions appears for a formal social survey enquiry. According to Kothari (2004) questionnaire is the methods which uses a set of questions for collecting data this questions from the basis of the questionnaire. Questionnaires where written in both English and Kiswahili language to give equal opportunity to respondent were conversant to either Swahili or English language and liked to respond according to their choice of language.

Questionnaires was applied to collect data from wards and village officials sampled such are WEOs VEO and VC that is from the ward and to the general community because it give the respondents complete freedom of response according to their time and responsibility. The questionnaires consisted both close-ended and Open-ended question for close-ended question respondents were required to choose answer presented in a multiple form. The list of open ended question was arranged in which the respondents were required to fill in answers. The model of questionnaires is attached with this research report (Appendix II). Advantages of questionnaires are; less costly, cover extensive geographical area, and provide more anonymity, and free from interviews bias.

#### **3.6.2 Interview**

Hader and lindman in Nyagawa (2010) defined an interview as “a process consisting of dialogue or verbal responses between two persons or between several persons. The researcher expected to conduct a face to face oral conversation from a sample of 60 respondents were selected by using simple randomly sampling from six selected village in Morogoro District council. This assisted to have flexibility to respondent who would have less time to respond to questionnaires. Both interviews were conducted in order to get the full answers from respondents.

#### **3.6.3 Observations**

Observation is defined as the technique of data collection where by researchers observes participants in natural settings or structured environment (Chamwali, 2006). Under the

observation method, the information is sought by way of investigator's own direct observation without asking from the respondent (Kothari, 1990). By means of this technique, events or phenomena can be witnessed as they occur in a particular situation (Steenwinkel, 1989:344). Through observation the researcher was physically present in the organization and in the field thus recording relevant data through hearing and seeing things particularly on community participation initiatives. The researcher observed the level of participation during the assembly meetings from sample wards and village was very low and there was no proper management of village leaders, committee time table are not well implemented Through this method the researcher managed to collecting data even from respondents who were unwilling to be interviewed by observing their interaction and action during the field visit the researcher used most of the field time to learn the daily activity information area of interest and was recorded in informally.

### **3.7 Data Analysis**

#### **Introduction**

Data analysis refers to the computation of certain measures along with searching for patterns of relationship that exist among data group (Kothari, 2004). Data were analyzed to provide statistical results.

Data collected were analyzed by using descriptive statistics and narrative style using tables and figures. Both qualitative and quantitative methods were employed. Moreover, data from documentary review, semi-structured interviews and open-ended questions in the questionnaires were subjected to content analysis. These methods helped the researcher to analyze the variable systematically and objectively (multivariate analysis). Therefore the researcher was able to determine the frequency of various opinions, reasons and facts given by different respondents during the interviews and to the open-ended questions. On the other hand, the closed questions in the questionnaires were analyzed by using SPSS software and Micro-soft excel format that was easily accessible to produce the frequencies and percentages of various responses.

### **3.7.1 Methods of data analysis**

Data were analyzed to provide statistical results. These were produced from various methods example coded data, quantitative and qualitative statistical methods were used. Qualitative techniques were used in factual and logical interpretation of data while quantitative techniques were applied for describing statistic such as table frequencies, percentages in data presentation. The basic fact has been derived from respondents view and documentary review. Moreover, such responses have been clearly elaborated by using descriptive, qualitative and analytical methods and to come up with proved empirical results.

### **3.7.2 Data Coding**

After collecting, the data were edited for accuracy and competence before being coded for analysis. According to Milanzi (2002), coding is a systematic assigning of number to the question of particular questionnaire. This was done by assigning a unique number to each question such that the researcher can easily track the responses to the particular question, thus making it possible to conduct data analysis exercise.

## **3.8 Chapter Summary**

In summary, the intention of the chapter was to portray how the study was carried out the research design was a case study design conducted at six purposively selected villages in Morogoro District. Different data collection methods were used like questionnaires, interview and observation. Interviews were conducted which produced quality replies to the questions, although some respondents were harsh and obstinate.

## **CHAPTER FOUR**

### **PRESENTATION, ANALYSIS AND DISCUSSIONS OF FINDINGS**

#### **4.0 Introduction**

This chapter presents analyses and discusses the data collected to address the three objectives of the study as stated in chapter one. Quantitative data reanalyzed using SPSS and Microsoft Excel Spread Sheet. In most cases descriptive statistics were derived shown in frequencies and percentages. Data analysis is the process of moving from raw data to evidence-based interpretations that the foundation for published reports (Creswell, 1998:201). Since numbers from quantitative information by themselves do not give adequate meaning, qualitative information which is relevant to the issue being studied was used to supplement them. There are different ways of analyzing qualitative data as argued by different authors such as Gill and Johnson, (2002). In this research content analysis was used for the qualitative data, where theory was compared to practice. Direct quotations were used to show what respondents said about the issue being analyzed, thereby supporting the statistical information.

#### **4.1 Demographic Characteristics of Households in the Study Areas**

This section discusses the distinctiveness of respondents in terms of their sex, age, and level of education. The said variables were included in the analysis basing on the assumption that there is correlation between community participation with the said attributes. The percentages of distinctiveness of each group of respondents were based on the total number of respondents.

Mokhahlane (2009) stressed that the significance of the demographic information on the outcomes of the research is to enable the researcher to gather more information about the way in which community survives so as to identify any relationship between the outcomes and the demographic information. Demographic information includes age, gender, marital status, education, employment status, occupation, field of employment and the time that the household have been residing in this particular home.

#### **4.1.1 Distribution of Respondents by Sex, Age and Village**

In this study, questionnaires were administered to 20 people this number encompassed 6 village chairmen, 6 Executive Village Offices (VEO), 6 Members of Village Council and 2 Ward Executive Officers for data collection, also 60 respondents were interviewed these are the member of village selected that made a total of 80 respondents.

#### **4.1.2 Distribution of Respondents by Sex**

Information about sex of the respondents is important in determining extent of decision making. In relation to sex the sample was predominantly females ranging to 33(55%) with only 27 (45%) males. Table 1 below indicates the statistical data of the sex of respondents in frequencies and percentages.

**Table 3: Sex of the Villages respondents (N=60)**

| Category of Response | F  | %   |
|----------------------|----|-----|
| Male                 | 27 | 45  |
| Female               | 33 | 55  |
| Total                | 60 | 100 |

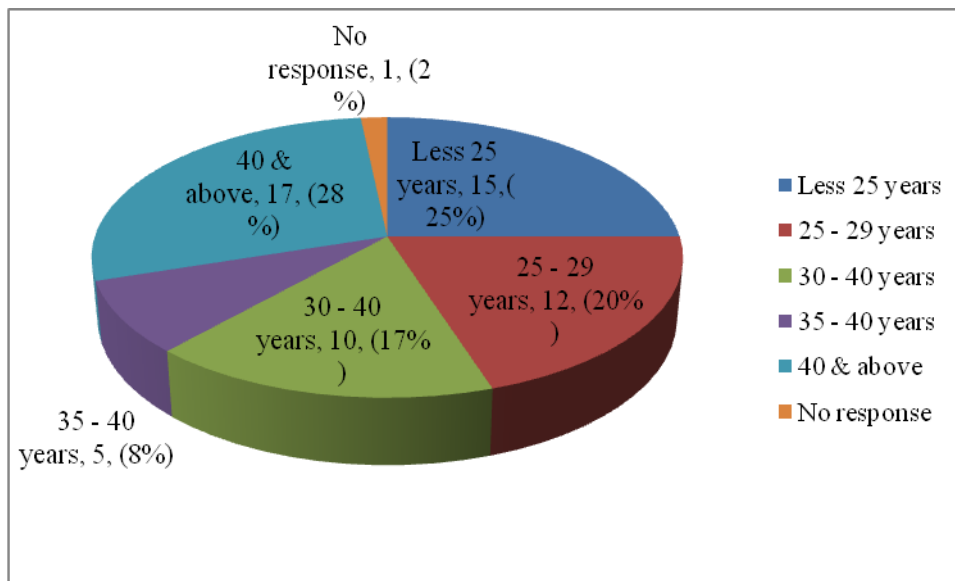
**Source:** Field Data, 2013

An in depth interview carried out with one of the respondent indicated that women were more concerned with making decision on issues which affect the society as a whole. These include issues on water availability and health services. Wood (1990) emphasizes that women on the other hand approach issues in a compassionate way, being more aware of their relationship with those involved and making use of that identification. This shows that sex pay major role in decision making however, some of women in the interview carried out indicated that they were not give attention when participating in village meetings.

#### **4.1.3 Distribution of the Age of the Respondents**

The researcher included information on age of respondents to see if there is relationship in decision making. The findings are as indicated below

**Figure 4: Age of the respondents (N=60)**



**Source:** Field Data, 2013

The findings indicated that, 17 (28%) of all respondents were of age 40 years and above, 15 (25%) less than 25 years, 10 (17%) were between 30 to 40 years, 12 (20%) were between 25 to 29 years, 5 (8%) were between 35 to 40 years whereas 1 (2%) did not respond to the question.

#### **4.1.4 Distribution of Respondents by their Village**

Respondents involved in this study purposively selected from six villages as indicated in the Table 2 below.

**Table 4: Distribution of Respondents by Village**

| Category of Response | Frequency | %age         |
|----------------------|-----------|--------------|
| Mikese               | 10        | 16.67        |
| Mtego wa Simba       | 10        | 16.67        |
| Fulwe                | 10        | 16.67        |
| Mkonowa Mara         | 10        | 16.67        |
| Kizinga              | 10        | 16.67        |
| Pangawe              | 10        | 16.67        |
| <b>Total</b>         | <b>60</b> | <b>100.0</b> |

Source: Field data, 2013

#### 4.1.5 Level of Education Attained by Respondents in the Study Area

Education is a very important variable in the lives of the households. Education enable villagers to read and understand what is written in the mass media and village notice boards and utilize such information for their own benefits. Moreover, education is perceived as one of the factors, among others, that influence individual's perception of an innovation before making adoption decisions. Education level influences the decision making process of an individual and the adoption process in relation to developments (Bembridge, 1984). The education levels were found to be very low in the three villages as most respondents were class seven leavers and these respondents were involved in the participation and decision making process. Findings are as summarized below.

**Table 5: Educational Level of Respondents (N=60)**

| Education   | Frequency | Percentages |
|-------------|-----------|-------------|
| Non         | 14        | 23.33       |
| Primary     | 25        | 41.67       |
| Secondary   | 10        | 16.67       |
| College     | 6         | 10          |
| No Response | 5         | 8.33        |
| Total       | 60        | 100         |

Source: Field Data. 2013

With regard to education of respondents, Table 3 above indicates that 14 (23.33%) of respondents had no any formal education, whereas 25 (41.67%) had attained primary education while 10 (16.67%) of the respondents had secondary education. In addition, 6(10%) had college education level whereas 5 (8.33%) did not indicate their education level. Thus, the results showed that the majority of the respondents had completed primary education.

Educational level enables one to read, understand and give reasoned and informed decision. Moreover, education is perceived as one of the factors, among others, that influence individual's perception of an innovation before making adoption decisions. One of the respondents with no formal education who was involved in the interview had the following to say:

*“... normally I do not say anything in village meeting, if I have to speak I whisper it to my friends so that they can say it for me”.*

## 4.2 Extent of Local Community Involvement in Decision Making

The first objective of the study was to find out the extent to which local community is involved in decision making process at the village level. Respondents were asked to give information on the following:

**Table 6: Frequency of Attending Village Meetings**

| Category of Response | F  | %    |
|----------------------|----|------|
| Twice                | 23 | 38.3 |
| Always               | 23 | 38.3 |
| Not at all           | 11 | 18.3 |
| No response          | 3  | 5.0  |
| Total                | 60 | 100  |

Source: Field Data, 2013

The researcher anticipated that information on frequency of attending village meetings would enable her to extract information on the extent to which they participate in decision making. Respondents were provided with the following categories of responses to which they were required to opt: twice, always and not at all. The findings are as depicted in Table 3 above. 23 (38.3%) indicated that they only attended twice, 23 (38.3%) showed that they always attend, 11 (18.3%) said they never attend, whereas 3 (5%) did not respond to this questionnaire item. One of the respondents who indicated that never attend at all was interviewed and had the following remarks:

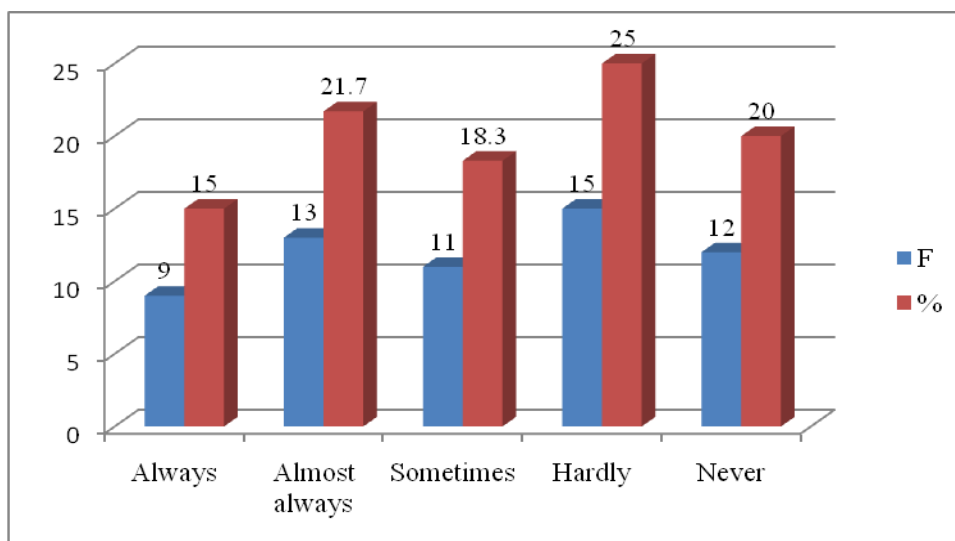
*“ ... I am not interested in attending since whatever is discussed is rarely implemented. To me therefore attending such meeting is as good as wasting my precious time which I could use in attending my farm”.*

### 4.2.1 Extent to Which Villages are involved in Village Projects

In soliciting information, on the extent to which villagers participate in established village project respondents were given five response alternatives: "always", "almost always",

"sometimes", "hardly" and "never". The findings are as indicated in Figure 2 below where 9(15%) of all respondents showed that they are always involved, 13 (21.7%) opted for “we are almost always involved”, 11(18.3%) said they are sometimes involved, 15 (25%) showed that they are hardly involved whereas 12(20%) they indicated that they are never involved in established village projects. These findings showed that a majority of villagers are not involved in decision making in issues related to projects established in their respective villages

**Figure 5: Villagers Participation in Established Projects**



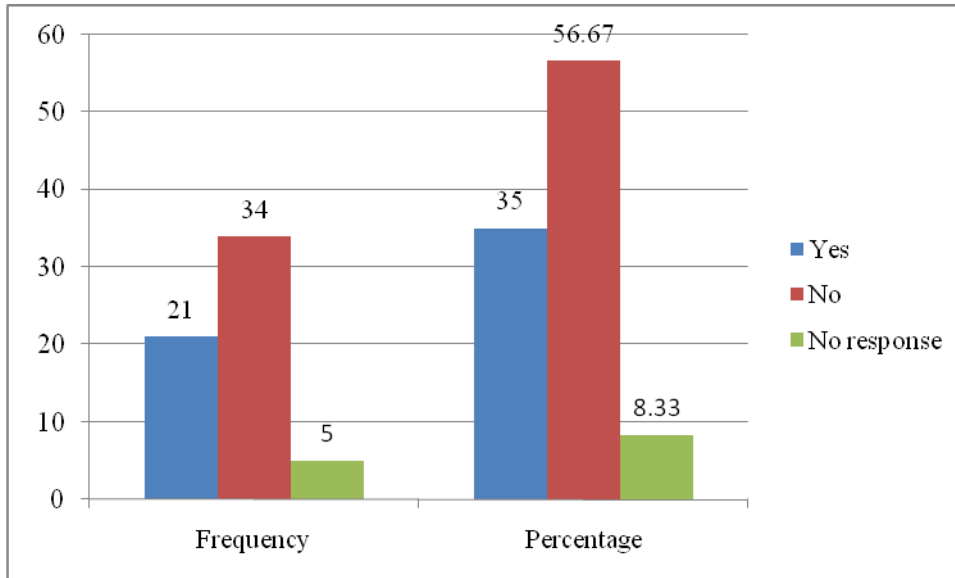
Source Field Data, 2013

#### 4.3 Performance of Village Government Leaders

The findings in figure 3 below indicates the response on one of the questionnaire item which required respondent to indicate if they normally receive report of performance of their leaders. The findings were as follows: 21 (35%) said yes, 34(56.67%) indicated that they have never received such a report, whereas 5(8.33%) did not respond to the question. This is likely an indication that there is a problem in the way in which village leaders perform their duties as well as their accountability. This is also supported by an in depth interview where one respondent noted that:

*“...some of our village leaders have overstayed in their position, it is the high time for them to step down”.*

**Figure 6: Report on the Performance of Village Government Leaders**

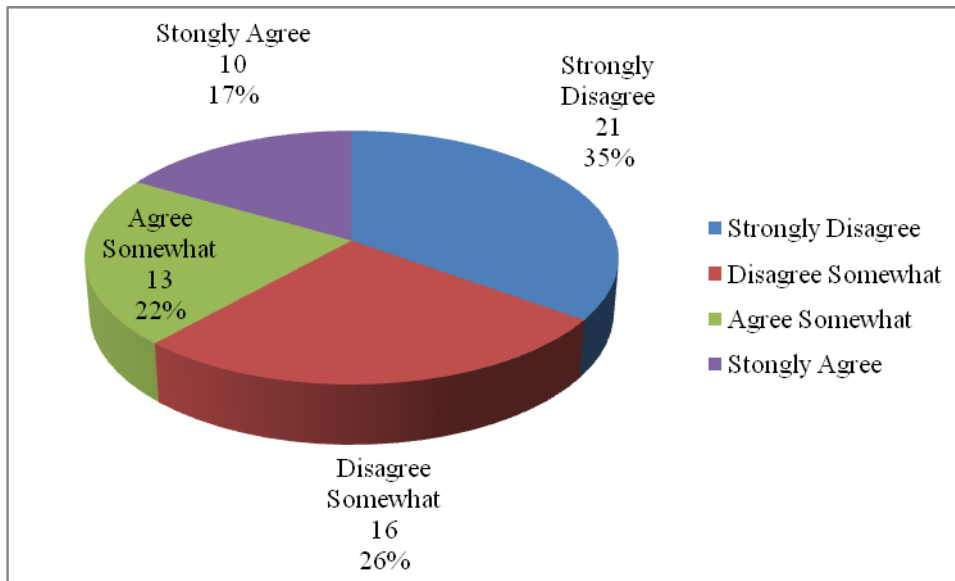


Source: Field Data, 2013

#### **4.4 Feedback on Issues Related to Development and Finance**

In extracting information on whether villagers are given feedback on issues related to development and finance, respondents were provided with likert scale items where they were supposed to opt. Figure 4 below indicates the responses. Majority of the respondent that is 35 (21%) strongly disagreed, 16 (26%) indicated that they somewhat disagree that they are given feedback on development and finance. On the other hand 10 (17%) strongly agreed and 13(22%) said they somewhat agree to have received such feedback. The decision made from village meetings has no feedback from the top administrative organs the further informed that apart from sending their minutes to the top organs that means District Council and at Ward levels no feedback exercised. The findings generally indicated that there is weakness in these areas.

**Figure 7: Feedback on Development and Finance**



Source: Field Data, 2013

#### 4.5 Role of Village Meeting in Decision Making

In order to extract information on the respondents understanding the role of village meeting in making decision the respondent were asked to indicate if such meetings would enable them in making decision. The findings are as shown in Table 4 below where majority of the respondents 44 (73.3%) indicated that village meetings are the platform for decision making, 13 (21.7%) said no whereas 3 (5%) did not respond to the question. This is likely an indication that village meetings could be used as decision making tool. The table below shows the results.

**Table 7: Village Meetings are the Right Place for Decision Making**

| Category of responses | Frequency | Percentages |
|-----------------------|-----------|-------------|
| Yes                   | 44        | 73.3        |
| No                    | 13        | 21.7        |
| No response           | 3         | 5           |
| Total                 | 60        | 100         |

Source Field Data, 2013

#### 4.6 Constraints in Participating in Decision Making Process

The second research objective required respondents to list constraints which they normally encounter when participating in making decisions in their villages. The following are the

mostly mentioned and listed in both interview conducted and in the questionnaire distributed to the respondents.

#### **4.6.1 Poor Infrastructure**

Majority of the respondents complained of presence of poor infrastructure as one of the hindrances to decision making. These include: absence of places to conduct village meetings, absence of village offices. For instance, the Village Executive officer from Kizinga commented that:

*“It is very risk to carry the government documents to the bag and this is due to the lack of village office at this area.*

In an in depth interview one respondent had the following remarks:

*“Perhaps the most serious problem in our village in decision making is the failure to identify a clear and consistent set of goals. Actually a village without basic objectives is aimless and unproductive, but a village with a well-defined purpose can be very innovative and effective”.*

This constraint was mentioned by 34 respondents who filled in the questionnaire and aired out by three (3) respondents who were involved in the interview. The village executive office concurred with this that they have never been invited in a workshop or seminar on how to prepare village strategic plan.

The village chairmen from the six villages agreed that this has affected their villages of one of them commented that:

*...if the infrastructure remain vague, the village will probably not focus on creating income generating enterprises. Instead, village meetings will be disorganized, mixing discussions of future plans with questions about the village's purpose. The village may also turn from one activity to another like a ship drifting at sea. The village will be less effective if villages have different personal objectives and never agree on their basic goals. For instance, some villagers may seek emotional support and companionship during meetings, while others wish to discuss specific plans designed to generate income”.*

#### **4.6.2 Long time village meetings**

One of the most notorious problems mentioned in questionnaires and in an in depth interview by both villagers and their leaders was long village meetings. One villager from Mikese had the following to say during an in depth interview:

*“When village meetings last too long, we become frustrated, impatient, and too tired or distracted to think clearly. If long meetings become typical for a village, villager may begin to show up late or skip meetings”.*

Another respondent from Kizinga village commented that:

*Long village meetings can decrease village productivity by delaying decisions or causing villages to make unwise decisions due to exhaustion. Long meetings can also make the villagers less democratic because the village members with more stamina/stronger can dominate the villages who become tired more quickly.*

#### **4.6.3 Poor communication and lack of commitment**

Poor communication between the village government and the villager and in some, due to lack of commitment of the people dedicated to train and/or to impart knowledge to the villagers, and sometime is due to the villagers being unable to know why should they participate and how could they do. A villager from Mkonowa Mara noted that:

*“We often lack important information regarding a decision, we fail to notice available information, and we face time and cost constraints”.*

#### **4.7 Measures to be taken by Village leaders to Involve Decision making in the Village Assembly.**

The third research objective was on measures to enable villagers to fully involve in decision making processes during village meetings. Findings are as indicated on Table 6 below. The results indicated that 10 (16.6%) of all respondents recommended that village

leaders should end up their political/ideological differences so as to enable villagers make right decisions.

**Table 8: Measure to Improve Participation in Decision Making (N= 60)**

| Categories of Response                                                | Frequency | Percentage |
|-----------------------------------------------------------------------|-----------|------------|
| To have village meeting almanac                                       | 4         | 6.6        |
| Matters arising should be given priority                              | 5         | 8.3        |
| Village leaders should encourage villagers to attend meetings         | 2         | 3.4        |
| Villagers should be provided with information meetings I right time   | 4         | 6.6        |
| Transparency should be enhanced                                       | 8         | 13.4       |
| Village leadership should be overhauled                               | 6         | 10         |
| Village leaders should end up their political/ideological differences | 10        | 16.6       |
| Encouraging villagers to attend meetings                              | 5         | 8.4        |
| Individualism should be eliminated                                    | 3         | 5          |
| Villagers should be given seminars                                    | 9         | 15.1       |
| Civil education should be given to the villagers                      | 4         | 6.6        |
| Total                                                                 | 60        | 100        |

Source: Field Data, 2013

An in depth interview with one of the six village chairman indicated that the villagers were unable to collect relevant information. This is supported by 4 (6.6%) (See Table 5 above) who supported that to enable them participate fully in decision making they should be provided with information on various village activities at right time before the meeting. One of the villagers remarked that:

*“... Our leaders never provide us with feedback on what is going on in our village. Village meeting are on called on emergency. In this way how can one be able to participate fully in decision making?”*

The above response is also supported by findings on Table 5 above where 8 (13.4%) raised complaints that their village leaders are not transparent.

#### **4.7.1 Village Meeting Almanac**

The findings reviled that 4 (6.6%) of the respondents required the village leaders to prepare an almanac of village meeting. One of the villagers who were interviewed noted that “... they normally call ad hoc village meetings with these kinds of meetings no one

can get prepared enough to air out his or her decisions. The solution to me is that village leaders should prepare an almanac of village meetings and if possible indicating the agenda which are going to be discussed. This will help villages to get prepared and hence contribute in decision making”.

#### **4.7.2 Other Measures Include**

Making sure that matters arising are given priority, this was supported by 5(8.3%) of the respondents (see table 6 above), encouraging villages to attend meeting 2 (3.4%), changing village leaders 6(10%) and provision of civic education which was supported by 4 (6.6%) of all respondents.

#### **4.8 Chapter Summary**

The chapter comprised data interpretation and the findings, whereby SPSS and Excel Spread sheet were used in analyzing data. Demographic information was obtained for the purpose of helping the researcher to identify the effects of such variables in decision making in village meetings. The biographic information and findings discussed were based on the research questions and directly linked to the conceptual framework's variables that guided the effective participation in decision making in village meetings. Different data collection methods were used to gather the findings like questionnaire, interview and observation. Different questions had different reactions from the respondents. In general there is a necessity to for the village leaders to be more transparent, involving villages in decision, strengthen the trust in villages as setbacks were revealed during the collection of field data.

## **CHAPTER FIVE**

### **SUMMARY, CONCLUSIONS AND RECOMMENDATIONS**

#### **5.0 Introduction**

This chapter summarizes the findings generated and analysed and gives the conclusion and recommendations on the villagers participation in decision making in the village meetings. Part 5.3 is allocated for recommendations and suggestions for further research.

#### **5.1 Summary of the major findings**

This study aimed at exploring how villagers participate in decision making in village meetings taking a case of six villages purposively selected from Morogoro Rural District using two wards and six selected village sample of 80 respondents out of 936 population, different respondents such as WEOs, VC, VEOs and communities were used to get the data whereby the result indicated that, community participation in decision making through village assembly is very poor due to a combination of different factors. Poor infrastructure, long time village meeting, poor communication and lack of commitment, inadequate awareness of importance of village meetings, lack of funds to meeting expenses and lack of feedback, was the major constraints for poor community participation in decision making. Data indicated that meetings were held without observing the quorum of meetings that means large numbers of people are partially represented in decision making. This has a negative impact towards policy formulation and implementation in the development process.

#### **5.2 Conclusion**

Decisions are at the heart of success, and at times there are critical moments when they can be difficult, confusing, and nerve racking. The interest of the villages to participate in decision-making has increased in recent times. The most crucial challenge is how to motivate villagers to participate in decision-making process. If villagers participate fully in decision making can help to improve the efficiency of the village leaders. Village assembly meeting are not conducted as required due to failure of government to pay village chairpersons allowances which can motivate them, limited education and

ignorance both among villagers and leaders this may play a vital role in making community fail to appreciate the values of attending meetings. There was no proper management of village leaders, committee time table are not well implemented, some decision that are agreed during the assembly are not taken into considerations, no feedback to the community concerned about what they has been discussed and sometimes there was supremacy of central government to the local governments authorities. Democratic local governance depends on regular, well-conducted and transparent meetings of assemblies in villages and urban wards citizens to access to information on the conduct of local Authorities. Community participation has much to do with building democracy civil education and good governance.

### **5.3 Recommendations and policy implications**

Based on the above conclusions drawn from the study and the major findings of this study the following recommendations were made in order to strengthen community participation in decision making in Morogoro District Council.

#### **5.3.1 Infrastructure**

Village government should be the focus of LGRP in order to increase their capacity in terms of resources. Village government leaders should be located in specific office buildings and notice boards should be displayed where citizens will be able to access their leaders and information on the daily functioning of their village government instead of depending on the village assembly as the major means of communicating information to the citizens.

#### **5.3.2 Village meeting attendance**

The village government should encourage citizens to be the source of the agenda so as to influence and increase community attendance at the village assembly. The agenda should not always be administratively set but rather should be set in consultation with citizens at the grassroots should unite, despite their differences in terms of their religious beliefs, political affiliation and economic status in the struggle for village government

accountability. This should go hand-in-hand with regular media coverage of the articulated demands by the community to help them in their struggle for their development

### **5.3.3 Communication and aspect of commitment**

To ensure information flow at the grassroots between the village governments and the citizens, it is recommended that various means of communication should be used to supplement the village assembly. Therefore the village assembly should be used alongside displaying information on notice boards and tree trunks, hamlet meetings, activities of autonomous associations and walls of important places like the shops, markets and dispensaries. Therefore information on budget estimates, revenue, taxation and land allocation should be widely disseminated to the citizens through such means of communication.

### **5.3.4 Feedback mechanisms**

The management should ensure their feedback is given immediately at the right time to all community and this should not account the people status so as to help those with low level of education and who are at lower cadre. The decision should be back to the villages for clarity .Failure of the District Council and Wards demoralizes the village leaders which results not to conducting VA.

### **5.3.5 Funds to Meet Meeting expenses**

Local Government Authorities should allocate funds for projects and running the offices because currently no funds are allocated the same. For example, in case the service is associated with writing letters, village government residents were required to buy ruled papers the same. According to findings collected from VEOs revealed that, LGAs should allocate funds at village level for both running offices and implementing various projects. Also, VEOs, WEO and Village staff suggested that the government should change the manner in which it allocates funds. More funds should be allocated according to grassroots priorities, such as workshop, meeting and training in community involvement on planning as ways of improving community involvement in planning process. Thus, in order to improve community involvement in planning process, the government should

frequently train Village and Kitongoji Chairpersons and VEOs residents on the same. It should allocate adequate funds for running offices and implementation of projects that reflect the priorities of grassroots community. It is through community involvement in planning process and disburse adequate

### **5.3.5 Awareness of the Village Assembly**

Civic education should be made accessible to the citizens at the grassroots and village government leaders by civic association leaders, central government and LGAs through various ways, such as the media, posters and public meetings, so as to enhance people's capacity to control the village government. This should go hand-in-hand with the introduction of various programs aimed at educating community about their rights and obligations in the daily functioning of the village government. Therefore, more programmes like those of REDET should be established whose focus is at the village level.

### **5.3.6 Policy implications**

Despite the fact that, D by D among other things calls for community involvement in deciding matters affecting their livelihoods including planning and setting their priorities, the study noted numerous constraints as the community were not involved in the planning process rather they were involved in the implementation of the centrally made plans that did not include their priorities and as a result, efficiency in implementation becomes minimum. Moreover, utilization of the human resources available and their competence was also noted to be insignificant.

For that matter, Council and village government, should ensure that they effectively involve the community in setting their priorities and develop their own plans involve them in the decision making as well as planning process the available human resources at the level should also be well and effectively utilized for fruitful implementation of the plans and projects identified, this will at the end facilitate solving of their socio-economic services. Further, there is need for the policy on local government to state clearly on the importance of undergoing training to the newly elected leaders of the Village such as VEOs, VC and those at the Kitongoji level.

#### **5.4 Areas for Further Research**

The researcher would like to suggest that a further detailed study on building the capacity of local citizens to take collaborative action for a sustainable community, legal and Policy Frameworks for Citizen Participation in Local Governance and preferences at the regional or possibly national level would be undertaken. This research covered only one district (Morogoro) which may differ from other districts/regions in Tanzania.

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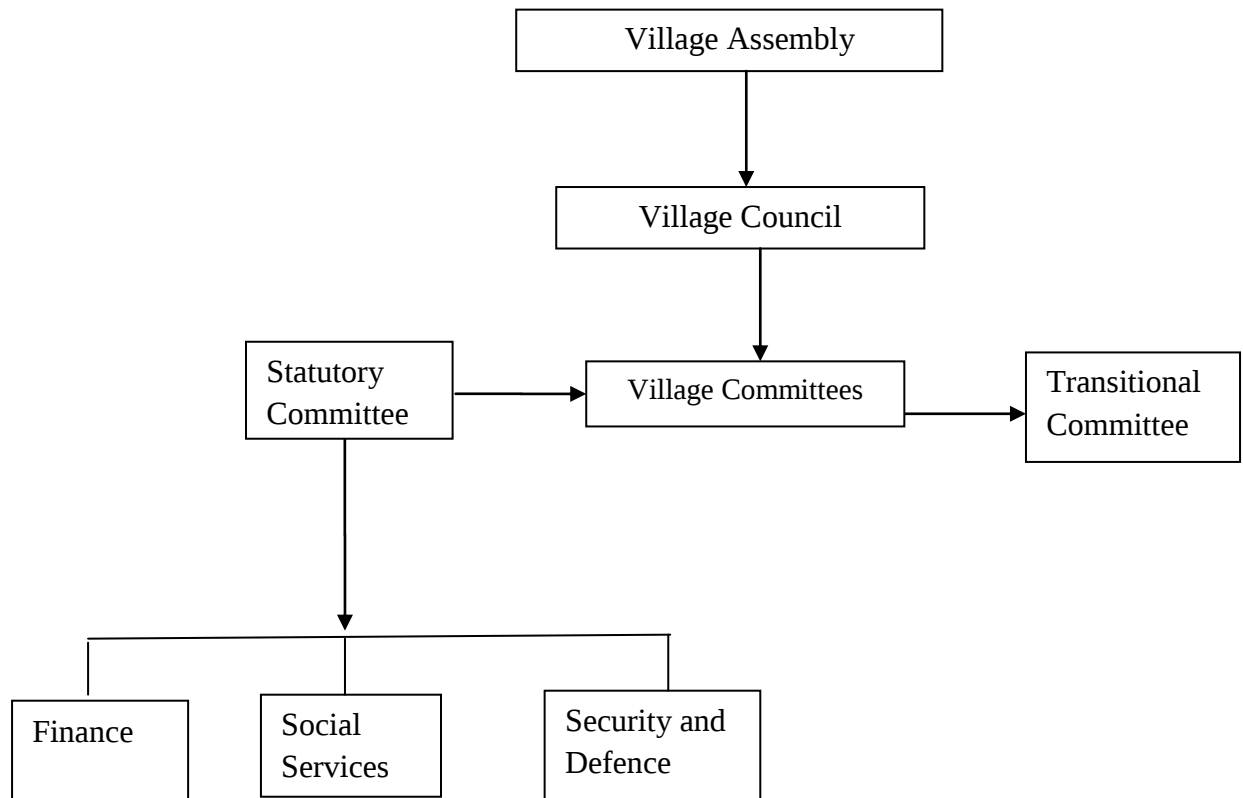
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## APPENDICES

### APPENDIX I (a)

#### Administrative Structure of Village level

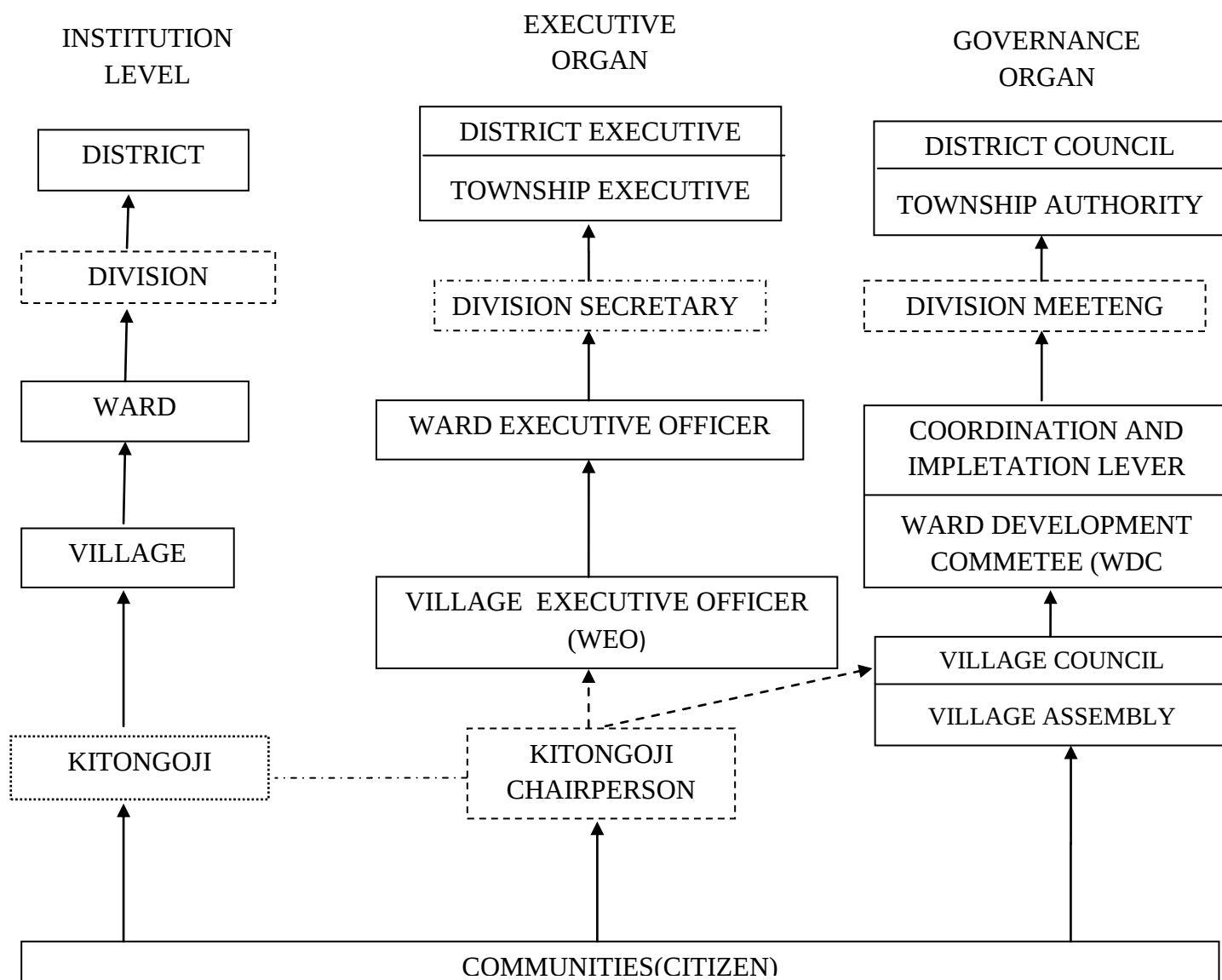


Source: PMO-LARG, 2013

## APPENDIX I (b)

### Institutional and Organization Structure of Local Government of District

#### Authorizes



Notes.....Kitongoji is an administrative on own but part of village administrative level.

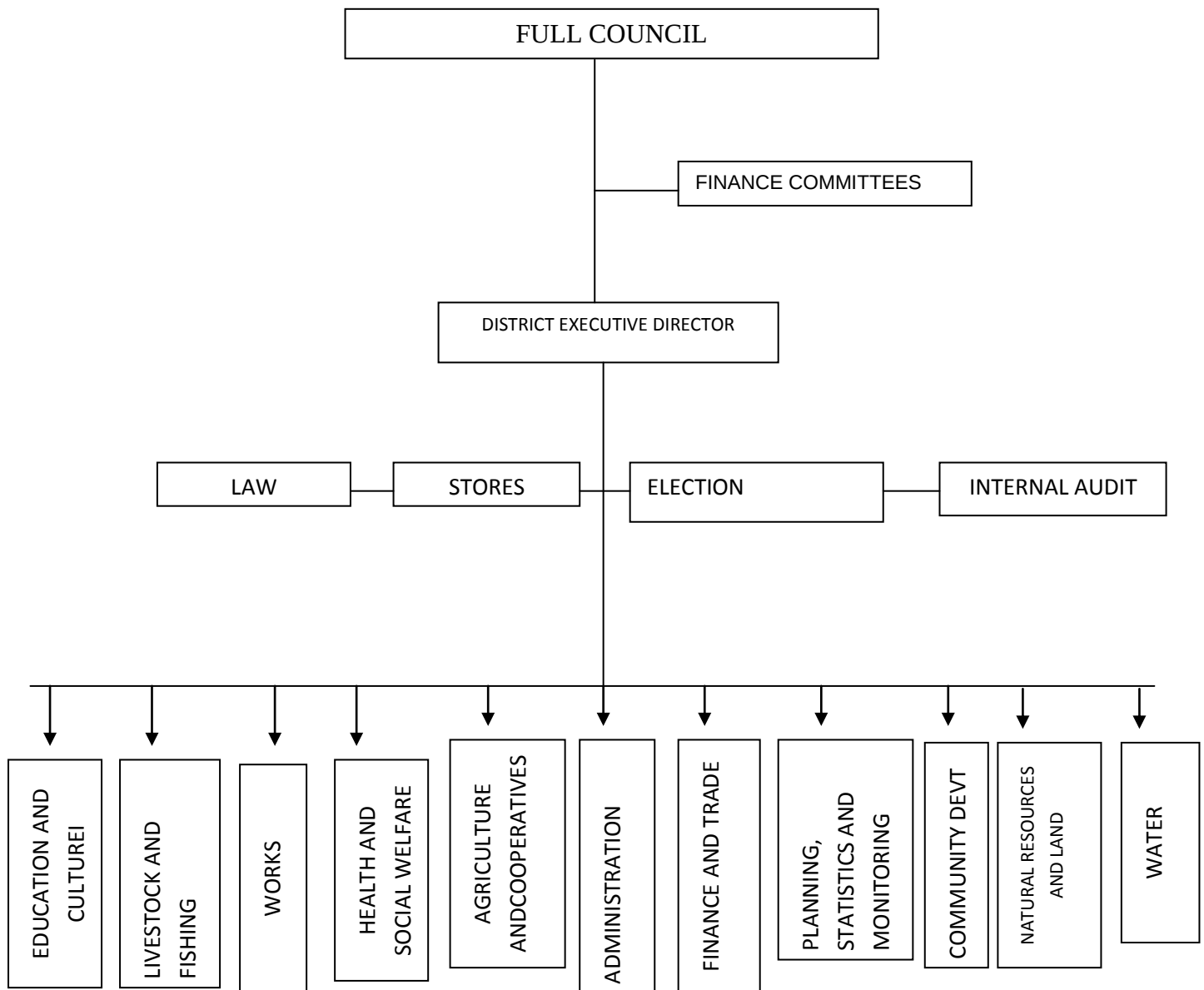
The main responsibility of kitongoji chairperson is assist VEO and Chairperson of village council.

The division is only an executive lever in the Council but not an independent governance lever in local government system.

SOURCE: PMORALG (2013)

**APPENDIX I(c)**

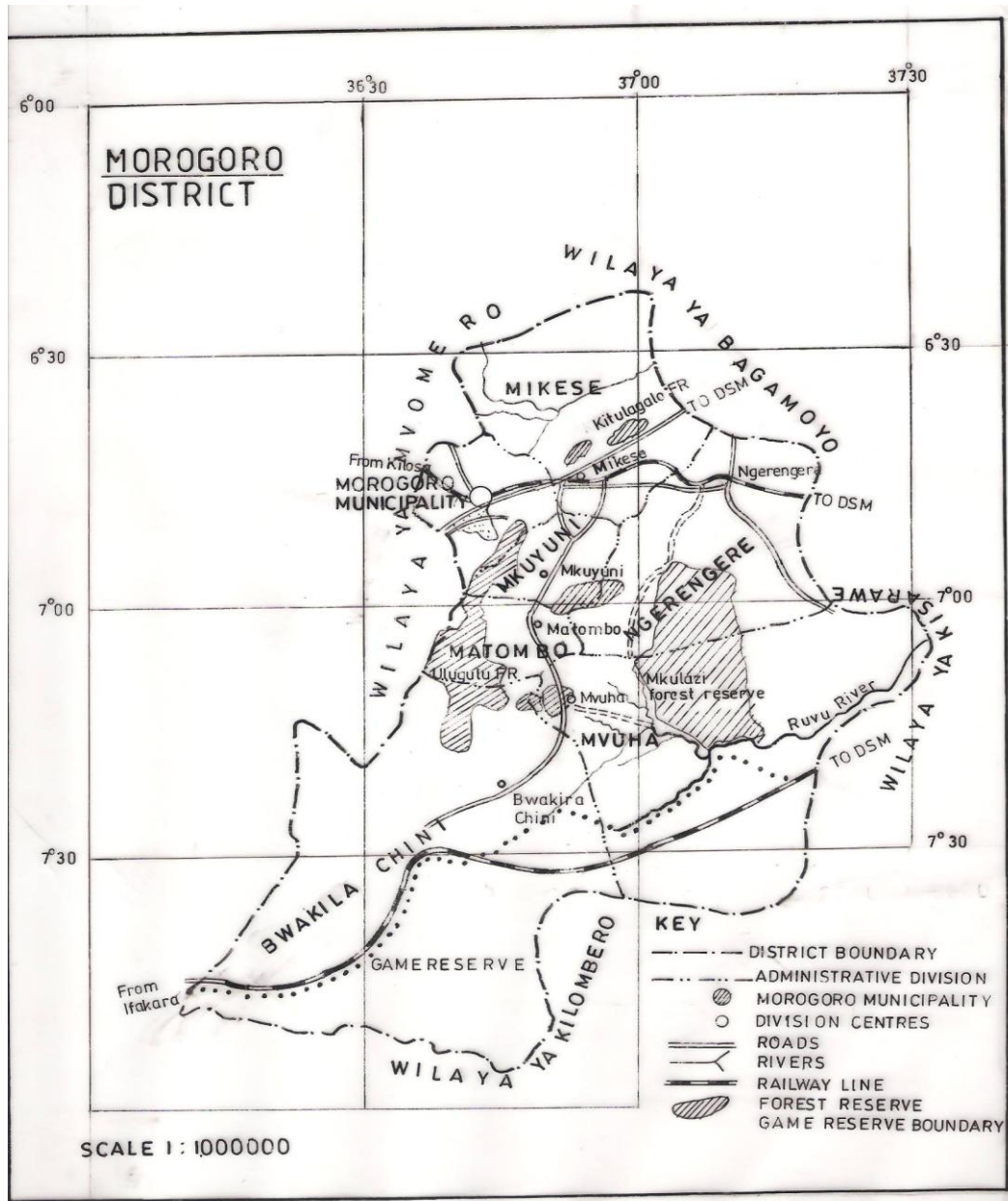
**ORGANIZATION STRUCTURE OF MOROGORO DISTRICT COUNCIL**



**SOURCE: MOROGORO DISTRICT COUNCIL**

# APPENDIXI(d)

## MOROGORO DISTRICT COUNCIL MAP



SOURCE: MOROGORO DISTRICT COUNCIL

## **APPENDIX II**

I am Sara Joel, a student from Mzumbe University, conducting a research as partial fulfillment of the requirement for Masters of Science degree in Public Administration (MSC-PA)

Dear respondents, the purpose of these questionnaires is to collect information regarding **Investigation of Community Participation in Decision making in Local Government Authorities a Case Study Village Assembly in Morogoro District Council**. I kindly request you to respond to the question such that the researcher will obtain as much relevant data as possible. Through this information the researcher shall be able to access and understand the constraints which hinder community not to participate in the meetings and making decision for their development. It should be noted that all this information will be treated only for academic purpose and will be treated as confidential. You are so requested to feel free while filling this questionnaire.

### **General instructions of filling this questionnaire**

- (i) Where a written response is requested, please write in the space provided.  
You may use additional paper for your comments and attach it to this questionnaire
- (ii) Please answer question according to specific instruction given under each questions
- (iii) Don't write your name on the questionnaire when filling it.
- (iv) Each and everything you answer will be treated as confidential

### APPENDIX III

#### Interview guide for Village Executive officers' (VEOs) and village chairperson

##### Personal and general information

- (a) Date of Appointment to the post.....
- (b) Gender ;Male ☐ Female ☐
- (c) Level of Education Put (✓) to the correct answer in the boxes below
- Postgraduate ( )
  - Undergraduate ( )
  - Diploma ( )
  - Certificate ( )
  - Secondary certificate ( )
  - Primary education ( )
  - None ( )
- (d) Occupation Put (✓) to the correct answer in the boxes below
- Ward Executive officer ( )
  - Village Executive Officer ( )
- (e) Duration of service in the Village.....
- (f) Number of residence aged 18 years and above.....
- (g) Number of village Council Members.....
- (h) Number of hamlet in your area (vitongoji) .....

##### Village assembly information.

1. How many village Assembly convened in the period of one year from 2012/2013. Put (✓) to the correct answer in the boxes below
- (a) More than 4 times ( )
  - (b) Four (4) times ( )
  - (c) Less than four (4) times ( )
  - (d) None ( )

2. if the meetings were not conducted at all, what were the reasons for not conducting such village meetings?

i.....

ii.....

iii.....

3. How many Village Council were convened in the period of one year from 2012/2013?

(a) More than 4 times ( )

(b) 4 times ( )

(c) Less than 4 times ( )

(d) None ( )

4. If the meetings were not conducted less than 4 times what were the reasons for village council not convened as scheduled?

i.....

ii.....

iii.....

5. Please can you tell us formal structures of the Village Government?

a) Yes ( )

b) No ( )

If the above answer is Yes draw the formal structure of the village government

.....

.....

.....

.....

6. In your opinion what can you tell us about daily performance of village Government?

a) Very good ( )

b) Good ( )

c) Satisfactory ( )

d) Not good ( )

From the above if your answer is not good (d) what are reasons?

- i.....
- ii.....
- iii.....
- iv.....

Are members of village participating in the village assembly effectively?

a) Yes

b) No

If the above answer is No (b) give reasons

- i.....
- ii.....
- iii.....

**Thank you for your cooperation**

## Appendix IV

### Interview guide for Ward Executive Officer

#### Person and general information

Put (✓) and write the correct answer in the space provided

(i) Dated of Appointment to the post.....

(ii) Gender: Male ☐ Female ☐

(iii) Level of Education

- Postgraduate ( )
- Undergraduate ( )
- Diploma ( )
- Certificate ( )
- Secondary certificate ( )
- Primary education ( )
- None ( )

(v) Occupation Put (✓) to the correct answer in the boxes below

- Ward Executive officer ( )
- Village Executive Officer ( )

(vi) Duration of service in the Village.....

(vii) Number of residence aged 18 years and above in the Ward  
male.....female.....

(viii) Number of Village in your Ward.....

#### Section Two

1. How do you assess participation of community to the village assembly?
  - a) Very good
  - b) Good
  - c) Satisfactory
  - d) Not good

2. Are there any policies that involve community participation in decision making process?

a) Yes

b) No

3 If the answer above is Yes, mention at least three policies

i.....

ii.....

iii.....

4 Do you know about Decentralization by Devolution in local government Authorities?

a) Yes ( )

b) No ( )

5 According to the local government structure do you think that local communities can be able to make their leaders accountable?

a) Yes ( )

b) No ( )

If the answer above is No why

i.....

ii.....

6 What do you think affects community participation in decision making?

i.....

ii.....

iii.....

iv.....

- 7 In your opinion what should be done in order to improve community participation in decision making process to the village assembly meetings?
- a) .....
- b) .....
- c) .....
- d) .....
- 8 What are the measures undertaken by local leaders to encourage local community members to participate in decision making particularly through village assembly meetings?
- i.....
- ii.....
- 9 Which means of communication used to inform community about the village assembly meetings?
- i.....
- ii.....
- 10 Are there any feedback after decision making made to the VA about the development projects to the community?
- a) Yes
- b) No

If your answer above is Yes which means of communication use by village government leaders to disseminate feedback about the decision making made to the VA?

- i.....
- ii.....
- iii.....

**THANKS FOR YOUR COOPERATION**

## Appendix V

### Dodoso kwa Ajili ya Wananchi Katika Kata na Vijiji

Dodoso hili limetengenezwa kwa ajili ya kufanya utafiti juu ya ushiriki wa jamii katika kufanya maamuzi. Mimi ni Sara Joel Ambaye ni mwanchuo wa chuo kikuu Mzumbe ambaye ninafanya utafiti huu kama sehemu ya kukamilisha masomo yangu ili kuhitimu kozi ya shahada ya uzamili katika utawala wa umma.

Sehemuyakwanza :Utangulizi.

Weka alama ya vema panapo husika.

1. Jinsia yako ni

|     |  |
|-----|--|
| Mme |  |
| Mke |  |
|     |  |

2. Una umri gani?

|                 |  |
|-----------------|--|
| Chiniyamiaka 25 |  |
| Miaka 25-29     |  |
| Miaka 30-34     |  |
| Miaka 35-40     |  |
| Zaidiyamiaka 40 |  |

3. Unaishi kijiji gani? .....

4. Kiwango cha elimu ulichonacho?

i .Elimuya Msingi ( )

ii. Elimuyakidato cha Sita

iii. Stashahada (diploma)

iv. Shahadanakuendelea

Sehemuyapili:

5. Unaelewa nini kuhusu serikali za mitaa?

.....

.....

Mara ngapi umewahi kuhudhuria mikutano ya kijiji

i. mara mbili ( )

ii. mara zote

iii. hakunahata mara moja

6. Sababu zipi zilizoadhiri ushiriki wa jamii katika ngazi ya kufanya maamuzi wakati wa mikutano ya kijiji inapofanyika?

i. ....

ii. ....

iii. ....

7. Unafikiri kuwa mikutano ya kijijini ni njia sahihi yawatu katika ngazi ya kijiji kuweza kutoa maamuzi yao sahihi kwa ajili ya maendeleo yao

i. Ndiyo ( )

ii. Hapana ( )

Kama jibu lako katika swali la saba ni hapana eleza ni kwanini?

i. ....

ii. ....

8. Kwa maoni yako unafikiri nini kifanyike ili kuongozea ushiriki wa wana jamii/wanakijiji katika vyombo vya maamuzi kwenye mikutano ya kisheria ya kijiji?

i. ....

ii. ....

iii. ....

iv. ....

9. Taja ngazi mbalimbali unazozifahamu katika Mamlaka za Serikali za vijiji

.....

.....

10. Unaelewa nini kuhusu ushirikishwaji katika ngazi ya kijiji?

.....

.....

11.Faida zipi unazozipata kutokana na ushirikishwaji?

.....  
.....  
.....

**SEHEMU YA TATU: UIBUAJI WA MIRADI YA MAENDELEO.**

12. Ni miradi gani inayotekelezwa katika kijiji chako?

.....  
.....  
.....

13. Je ni kwa namna gani ulishiriki katika maandalizi ya miradi hiyo?

.....  
.....  
.....

14. Je ni kwa namna gani ulishiriki katika utekelezaji wa miradi hiyo?

.....  
.....  
.....

15.Je nichangamotozipizina zowafanyawana jamiikutoshirikikwenyemikutanoyavijiji?

.....

16.Toamaoni/ushauri kadri uonavyo kuhusu ushirikishwaji wa wananchi kupitia Mamlaka za Serikali za Mitaa katika kijiji Nadhamini mchango wako ulio utoa na utakuwa ni siri na kwa matumizi ya utafiti huu tu.....

**ASANTEKWAUSHIRIKIANO**

## **Appendix VI**

### **Interview Guide For, Village Council**

#### **GENERAL INFORMATION**

Sex.....

Age.....

Village.....

Ward.....

#### **Section Two**

Put (✓) and write the correct answer in the space provided

1. Have you participated in passing any decisions at the village level?

Yes ( )

No ( )

2. Are there any development projects under implementation or already being implemented which are carried out by the village government?

Yes ( )

No ( )

If your answer is Yes, which stage did you participate?

- i. At initiation stage ( )
- ii. At implementation stage ( )
- iii. At evaluation stage ( )
- iv. None of the above ( )

3 Did you attend the village assemblies called by the village government?

a) Yes ( )

b) No. ( )

4. Have you attended any village assembly called by your village government this year 2013?

a) Yes ( )

b) No ( )

If your answer is Yes, can you remember two main issues that were discussed in the village assembly?

Mention at least two

i.....

ii.....

If your answer is No give reasons

i.....

ii.....

5. Have you participated in preparing the agenda for village meetings?

a) Yes ( )

b) No ( )

6. Did you acquire any information about the performance of the village government from the village government leaders?

a) Yes ( )

b) No ( )

If your answer is Yes through which ways do you get those Information?

i.....

ii.....

iii.....

7. Can you tell us what are the last information you acquired from the village government ?

i.....

ii.....

**THANK YOU FOR YOUR COOPERATION**

## **APPENDIX VII**

### **Observation Kit.**

Through this tool the researcher will observe the following;

- i) Meetings schedule
- ii) Meetings minutes
- iii) Live participation of members
- iv) Village development plan
- v) Meetings invitation of members
- vi) Feedback mechanism.