

**FACTORS AFFECTING CITIZEN PARTICIPATION IN VILLAGE
ASSEMBLY IN AKERI AND PATANDI VILLAGES IN MERU
DISTRICT COUNCIL**

**By
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**A Dissertation Submitted to the School of Public Administration and Management
(SoPAM) as a requirement for award of the Master's Degree in Public
Administration (MPA) offered by Mzumbe University**

2016

CERTIFICATION

We, the undersigned, certify that we have read and hereby recommend for acceptance by the Mzumbe University, a dissertation entitled: **Factors Affecting Citizen Participation in Village Assembly in Akeri and Patandi Villages in Meru District Council**, in partial fulfillment of the requirements for award of the degree of Master of Public Administration (MPA) of Mzumbe University

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DEDICATION

I dedicate this study to my lovely parents Rukia Rashidi and my late father Abdallah Msofe, who built a great foundation in my education which have made me who I am today. Not only that but also, without forgetting my lovely daughter Eligreater Mchome who remained lonely during the time of my study and tirelessly waiting for her mother till the end of this study.

LIST OF ABBREVIATIONS AND ACRONYMS

CCHP	Comprehensive Council Health Plan
CHMT	Council Health Management Team
HLLG	Higher level local government
HFGC	Health Facility Governing Committees
LGRP	Local Government Reform Programme
LGSP	Local Governance Support Programme
LLLG	Lower level local government
	PORALG President's Office Regional Administration and Local Government
URT	United Republic of Tanzania
VEO	Village Executive Officer
WDC	Ward development Committee

ABSTRACT

This study examined the factors affecting citizen participation in Village Assembly in Akeri and Patandi Villages at Meru District council. Specifically, the study explored the process of citizen participation in Village Assembly, identified the levels of citizen participation in VA, challenges that impede active citizen participation in Village Assembly and identify means of enhancing citizen participation in Village Assembly.

The study area was Akeri and Patandi Villages at Meru District Council. Respondents of this study were selected from all the adult people of Akeri and Patandi Villages, government officials and local political leaders. A sample composed of 78 respondents who were selected using purposive and simple random sampling techniques. The researcher interviewed selected government officials and local political leaders and also passed through required documents and distributed questionnaires to residents for collecting the data. Descriptive analysis was used to analyse the collected data.

The study findings revealed that, Akeri and Patandi failed to schedule VA timetable as well as they poorly kept the VA documents contrary to the required procedure. Generally, citizen participation in VA is poor due to lack government responsiveness, lack of government transparency, and unclear VA time table. Increasing government responsiveness and transparency, increasing citizen knowledge and awareness on participation, ensure VA time table known earlier to citizen, accountability to irresponsible local leaders, motivation to local leaders and improving working conditions to VG will help to enhance active citizen participation in VA.

Using the findings as foundation, the study recommends that efforts should be increased to ensure effective citizen participation in Village Assembly if the government has to provide services for the people and not to the people as it is. Also, the study recommends for a broader study to be conducted in the country.

TABLE OF CONTENTS

CERTIFICATION.....	i
DECLARATION AND COPYRIGHT	ii
ACKNOWLEDGEMENTS	iii
DEDICATION	iv
LIST OF ABBREVIATIONS AND ACRONYMS.....	v
ABSTRACT	vi
TABLE OF CONTENTS	vii
LIST OF TABLES	xi
LIST OF FIGURES.....	xii
LIST OF APPENDICES	xiii
CHAPTER ONE.....	1
INTRODUCTION	1
1.0 Introduction	1
1.1 Background of the study.....	1
1.2 Statement of the problem	4
1.3 Objectives of the study	5
1.3.1 General objective.....	5
1.3.2 Specific objectives.....	5
1.4 Research questions	5
1.5 Significance of the study	8
1.6 Scope of the study	9
1.7 Conceptual framework	10
1.8 Definition of key terms.....	12
1.9 Organisation of the dissertation.....	12
CHAPATER TWO.....	14
LITERATURE REVIEW	14
2.0 Introduction	14
2.1 Theoretical literature review	14

2.1.1 Village and Village Assembly.....	14
2.1.2 Citizen and citizen participation in local governance	15
2.1.3 Process of citizen participation in Tanzania Village Assembly	16
2.1.4 Position of Laws and Policies in citizen participation in Tanzania.....	17
2.1.5 Arnstein model of citizen participation	19
2.1.6 Models of citizen participation.....	21
2.1.6.1 Civic voluntarism model	21
2.1.6.2 General incentive model.....	23
2.2 Empirical Literature Review	25
2.3 The synthesis	26
CHAPTER THREE	28
RESEARCH METHODOLOGY	28
3.0 Introduction	28
3.1 Research Design	28
3.2 Research Area.....	28
3.3 Population of the Study	29
3.4 Sample size, Sample techniques, and Sample Procedure.....	32
3.4.1 Sample size.....	32
3.4.2 Sampling Techniques	33
3.4.2.1 Simple Random Techniques.....	33
3.4.2.2 Purposive Sampling.....	34
3.5 Data collection methods	35
3.5.1 Interview.....	35
3.5.2 Questionnaires	35
3.5.3 Documentary Review	36
3.6 Data analysis methods	36
CHAPTER FOUR	38
PRESENTATION OF FINDINGS	38
4.0 Introduction	38

4.1 Characteristics of Respondents	38
4.1.1 Gender of respondents	39
4.1.2 Age of respondents	39
4.1.3 Respondent’s Level of Education.....	40
4.1.4 Occupation of respondents	41
4.2 Process of Citizen Participation in Village Assembly.....	42
4.2.1 Village Assembly Timetable	42
4.2.2 Village Assembly Notification	43
4.2.3. Documentation of decision made in VA	44
4.2.4. Communication of VA decision to WDC and DC	44
4.3. Level of Citizen Participation in Village Assembly.....	44
4.3.1. Attendance in the VA	45
4.3.2. Contribution in discussion when attending the VA.....	45
4.3.3 Frequency of conducting VA	46
4.4. Challenges for citizen participation in Village Assembly.....	47
4.4.1. Awareness and knowledge of people on VA	47
4.4.2. Level of Village Government transparency to their citizen	48
4.4.3. Level of government responsiveness to citizen needs and preferences	48
4.4.4 Availability of bylaws guiding the VA	50
4.4.5. Major challenges that impede citizen participation in Village Assembly.....	51
4.5. Means of enhancing citizen participation in Village Assembly.....	51
4.5.1 Suggested means of enhancing citizen participation in response to literature review.....	52
4.5.2. Other means of enhancing citizen participation	52
CHAPTER FIVE.....	54
DISCUSSION OF FINDINGS	54
5.0 Introduction	54
5.1 Process of Citizen Participation in Village Assembly.....	54
5.1.1 Village Assembly timetable	54
5.1.2. Village Assembly notification.....	55

5.1.3. Documentation of decision made in VA	55
5.1.4. Communication of VA decisions to WDC and DC	56
5.2. Level of Citizen Participation in Village Assembly.....	57
5.2.1. Attendance in the VA	57
5.2.2. Contribution in discussion when attending the VA.....	58
5.2.3 Frequency of conducting VA	59
5.3 Challenges for citizen participation in Village Assembly.....	60
5.3.1 Awareness and knowledge of people on VA	60
5.3.2. Level of Village Government transparency to their citizen	61
5.3.3. Level of government responsiveness to citizen needs and preferences	61
5.3.4 Bylaw guiding the VA.....	62
5.3.5 Major challenges impeding citizen participation in Village Assembly	63
5.4 Means of enhancing citizen participation in Village Assembly.....	64
5.4.1 Means of enhancing citizen participation in response to literature review	65
5.4.2 Other means of enhancing citizen participation	66
CHAPTER SIX.....	69
SUMMARY, POLICY IMPLICATIONS, RECOMMENDATIONS AND CONCLUSIONS,.....	69
6.0 Introduction	69
6.1 Summary	69
6.2. Policy implications and recommendations.....	70
6.2.1. Policy implications	70
6.2.2. Recommendations	71
6.2.2.1 Increased effort to ensure effective citizen participation	71
6.2.2.2. Recommendation for further research.....	72
6.3. Conclusion.....	72
REFERENCES	73
APPENDICES	79

LIST OF TABLES

Table 3.1 Study population	32
Table 3.2 Composition of the sample.....	33
Table 3.3 Purposive sampling	34
Table 4.1 Characteristics of respondents.....	38
Table 4.2 Number of people receives VA notification and means of notification.....	44
Table 4.3 Normally attend the Village Assembly when summoned.....	45
Table 4.4 Contribution in discussion when attending VA	45
Table 4.5 Frequency of contribution to the VA attended.....	46
Table 4.6: Frequency of conducting VA as required by the law.....	46
Table 4.7 Number of VA held per year for five year consecutively (between 2011/2012-2015/2016).....	47
Table 4.8 The Supreme authority for decision making in Village	48
Table 4.9 Level of Village government transparency	48
Table 4.10 Level of government response to citizen needs and preferences	49
Table 4.11: Extent of incorporating citizen views to LG plans and actions	49
Table 4.12 Reason for low level of incorporating Villagers views in LG plans and action.....	50
Table 4.13 Degree of fund received by VG from HHLG to implement needs and preferences of people.....	50
Table 4.14 Availability of bylaw guiding VA.....	51
Table 4.15 Level of abidance of the available bylaw	51
Table 4.16 Major challenges impede citizen participation in Village Assembly.....	51
Table 4.17 Means of enhancing citizen participation in VA.....	52
Table 4.18 Other means of enhancing citizen participation.....	53
Table 4.19 Other means of enhancing Citizen Participation mentioned by key informants.....	53

LIST OF FIGURES

Figure 1.1 Problem tree analysis	7
Figure 1.2 Objective Tree Analysis	8
Figure 1.3: Conceptual framework underlying the study	10
Figure 2.1 Arstein's ladder of citizen participation	19
Figure 4.1 Respondents' gender distribution	39
Figure 4.2 Respondents' Age Distribution	40
Figure 4.3 Educational levels of respondents	41
Figure 4.4 Occupation of respondents	42
Figure 4.5 Village assembly timetable for Patandi Village	43

LIST OF APPENDICES

APPENDIX I Map of Meru District Council	79
APPENDIX II Organisation Structure of Meru DC.....	80
APPENDIX III Research Questionnaire for Citizen.....	81
APPENDIX IV DODOSO KWA WANANCHI (SWAHILI VERSION).....	85
APPENDIX V Interview guide for Government official and local political leaders (key informants)	90

CHAPTER ONE

INTRODUCTION

1.0 Introduction

This chapter provides background of the study, statement of the problem, objectives of the study, research question, significance of the study, conceptual framework, scope of the study, definition of key terms and organisation/structure of dissertation.

1.1 Background of the study

In Tanzania the problem of citizen participation in decision making has been nagging since colonial era. Decentralisation experienced then did not enforce public participation, transparency and accountability. It was indirect rule that characterised by forced public participation, one way communication and full command from colonial masters in such a way that chiefs were groomed to prop the colonial government (Warioba, 2012). At independence most developing countries initially put many efforts in building a nation which in turn had highly centralised effects and ignore citizen participation in decision that affects their life affairs (Word bank, 1997). Therefore, government operations tended towards centralisation which contradicts the decentralisation for local government resulting in undemocratic and poor citizen participation in decision making, hence poor public services.

In the beginning of 1970s, Tanzania under the one-party rule of the Tanganyika African National Union (TANU) opted for a policy of decentralisation by de-concentration at district and regional levels (Kuusi, 2000; REPOA, 2008). Therefore, in the year 1972-1973 there was abolition of Local Governments due to failure to deliver services and introduced system of government de-concentration (URT- PMORAL, 2009; Max, 1991). This system replaced the comprehensive Local Government system with the aim of giving people decision making powers on matters affecting their welfare and of locally importance. The abolition of the LGAs meant that the lower elected public bodies at the local level disappeared and decision making powers continued to be retained at the center (Mollel, 2010). Regions and districts were to plan and implement local development activities as well as administer local affairs. The system continued to weaken peoples participation since power aimed for the people hijacked by the bureaucrats who made the

decision on behalf of the people. Almost everything was done by the central government and the Villages tended to lose initiatives as a result local input and contribution (local participation) had slowly diminished (Max, 1991). Tanzania learned from this period of decentralisation that Local Authorities were very important if the people were to be truly in the control of their own destiny. In the year 1982, with the aims of enhancing democratic participation and development of the policy of self-reliance there was revival of local government system (ibid).

Furthermore, economic and political crisis of the 1970s and 1980s in many African countries influenced decentralisation and discredited service delivery system that based on centralised bureaucracy. The situation forced public management shift from being focused on hierarchy and control to participation towards empowerment in accountability and transparency, this reflect recognition on the importance of citizen participation for better service delivery (Warioba, 2012). Following these changes Tanzania put in place different laws, policies and directions which provide priorities on citizen participation in bringing their own developments. Among them includes constitution provisions which expressly obligates the governments to institutionalize citizen participation in determining their own development as it is stipulated in Article 145 and 146 of CURT. In addition, enactment of Ujamaa Village Act No.21 of 1975 which established governance organs at the village level those are Village Assembly and the Village Council also establishment of local government laws of 1982. Not only that but also, Tanzania development vision of 2025, National budget directives, and Decentralisation by Devolution policy (OWM-TAMISEMI, 2007; Joel, 2013).

In 1990's Tanzania undergone enormous political, social, and economic changes that among other things make available mechanisms, structures, and legal frameworks that enhance citizen participation in government affairs. It has moved from being centralised government to decentralisation, one party socialist state to multi part democratic state (Msami & Tidemand, 2010). Therefore, LGRP initiated in 1996 and come into practice in early 2000 in which among the government vision of the new local government system is to facilitate the participation of the people in deciding on matters that affecting their lives, planning and executing their development (URT-PMORALG, 1998). Chaligha (2008)

argued that one of the major aims of LGRP is to promote good governance that includes enhancing public participation that require government to stay close to the people and implements policies that are prepared in close consultation with people. Governments that ensure citizen participation it also guarantee transparency, accountability, trust and legitimacy. In order to ensure this are met government prepared amendment of local government laws to reflect the vision and objectives of local government reform and therefore local government amendment Act No.6 of 1999 was made.

Decentralisation by Devolution (D by D) used as a strategy to implement Local Government Reforms Programme so as to make local government council free to make policy and operational decision with respect to the law of the land without interference by the central government institutions (URT, 1998). Also, D by D is the policy option by the Government of Tanzania to deepen local governance in which citizen participation is the key components of good governance (URT-PMORALG, 2008). Through LGRP Local Government expected to do well in terms of giving powers to the people and improve public services delivery. A number of mechanisms and structures were introduced to enhance citizen participation which includes the introduction of open and democratic council meetings, Village assembly/ Mtaa residents meetings, LLLG engaged in experts' service (extension services) and Participatory planning (O & OD) (Warioba, 2012).

In 2004 LGRP reviewed and it has seen that government commitment to D by D is essential to successful LGRP thus there is a need to re-energise implementation of the decentralisation by devolution (D by D) policy nationally and to embed it across government (URT-PMORALG, 2009). LGRP II (D by D) is therefore designed to address decentralisation to the LLLG more than under LGRP 1 whereby D by D to community level implies meaningful participation of local people (ibid). To have effective citizen participation it requires local government units that have the political space and capacity to make and effect decisions.

1.2 Statement of the problem

Decentralisation by devolution is the policy option by the government of Tanzania to deepen local governance. It is believed that Local governments being near to the people will be in better position to encourage their participation in democratic governance, identify their needs thus supply the appropriate form and level of public services. Effective citizen participation in government affairs promotes transparency in decision making and accountability of leaders hence improve service delivery to the people. Article 146 of the constitution of URT of 1977 as amended time to time expressly obligates Local Governments to institutionalize citizen participation in decision making processes. Among the mechanisms and structure placed by government of Tanzania to enhance direct citizen participation is Village assembly. According to Local government Act No 7 of 1982 (R.E 2002) Sec 146, Village assembly is the supreme authority on all matters of general decision and policy making in relation to affairs of people in the responsible Village.

Despite the provision of Section 105(2) of Local government Act No 7 of 1982 (R.E 2002) which requires the Village assembly to be held in every three months, the study made by different people and institutions in Tanzania revealed that the Village assembly is not held as required by the law and general attendance of the people in that meetings is low. The study made by Kaminyonge, (2008) for example revealed that attendance ranges from 4% to 22%, Nyamanga (2013) also found that attendance level is 33.3% and both found that Village assembly were not held regularly as required by law. This also has been evidenced by studies made by Joel (2013) and Chaligha (2008). Low citizen participation undermines the implementation of D by D policy which in turn results in low government transparency, low government response to citizen needs and preferences, low accountability to local leaders and in general poor service delivery. This study therefore intends to examine factors that affecting citizen participation in village assembly so that responsible authority can be able to take corrective measures to restore the situation.

1.3 Objectives of the study

1.3.1 General objective

The overall objective of this study was to identify factors affecting citizen participation in Village assembly. The study expected to contribute knowledge and understanding on enhancing active citizen participation in village assembly.

1.3.2 Specific objectives

- i. To explore the citizen participation process in village assembly
- ii. To identify the level to which people participate in village assembly.
- iii. To explore the challenges that impedes the villagers from participating actively in the Village assembly.
- iv. To identify means of enhancing active citizen participation in village assembly.

1.4 Research questions

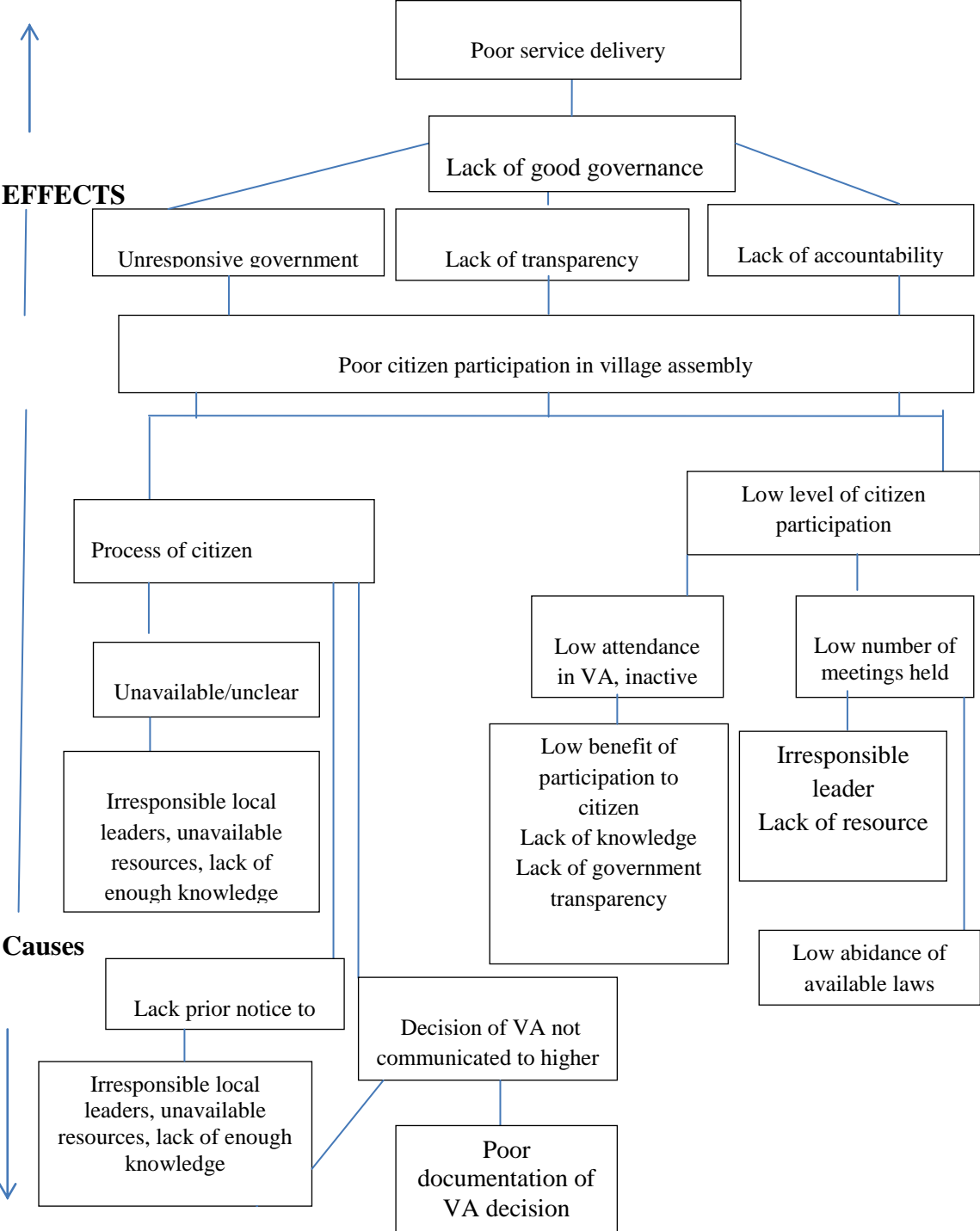
- i. What is the process of citizen participation in village assembly?
- ii. What is the level of citizen participation in Village assembly?
- iii. What are the challenges impeding active citizen participation in village assembly?
- iv. What means will be useful to enhance citizen participation in village assembly?

Table 1.1: Operationalisation of Research Objectives, Variables, Indicators, Data Source and Target Group

Research objectives	Variables	Indicators	Data source	Target group
Explore the process of citizen participation in VA	Process of citizen participation in VA	Village assembly timetable in place and posted to public noticeboard	Documentary review	VG
		% of people receive notification of VA in advance	Questionnaire	Citizen
		Availability of VA Minutes	Documentary review	VG,WO, DC
		Decision of VA communicated to WDC and DC	Documentary review	WO, DC
Identify the level of citizen participate in VA	Level of Citizen participation	% of people attending the VA	Documentary review, interview, questionnaire	Citizen, key informant, and VG
		No. of meetings held per year	Documentary review, interview	VG, key informant
		No. of people contributing in the meetings	Documentary review, interview, questionnaire	Citizen, VG, key informant
Explore challenges that impede the Villagers from participating actively in VA	Challenges for citizen participation	No. of people who have knowledge and awareness on VA	Questionnaire,	Citizen,
		Level of VG transparency	Documentary review, interview, questionnaire	Citizen, VG, key informants
		Level of government response to the people's needs and preferences	Documentary review, questionnaire, interview	HLLG, VG, Key informants, citizen
		Level of abidance to the available subsidiary legislation	Documentary review, interview	HLLG, VG, Key informants
		Degree of fund received by VG to implement peoples decision and preferences	Documentary review and interview	HLLG, VG, Key informants
Identify means of enhancing active citizen participation in VA	Means of enhancing citizen participation	Increase level of government response to citizen needs and preferences	Interview and questionnaire	Citizen, key informant
		Increase level of government transparency	Interview and questionnaire	Citizen, key informant
		Increase No. of people who have knowledge and awareness on VA	Interview and questionnaire	Citizen, key informant
		Respondents views on other means of enhancing citizen participation in VA	Interview and questionnaire	Citizen, key informant

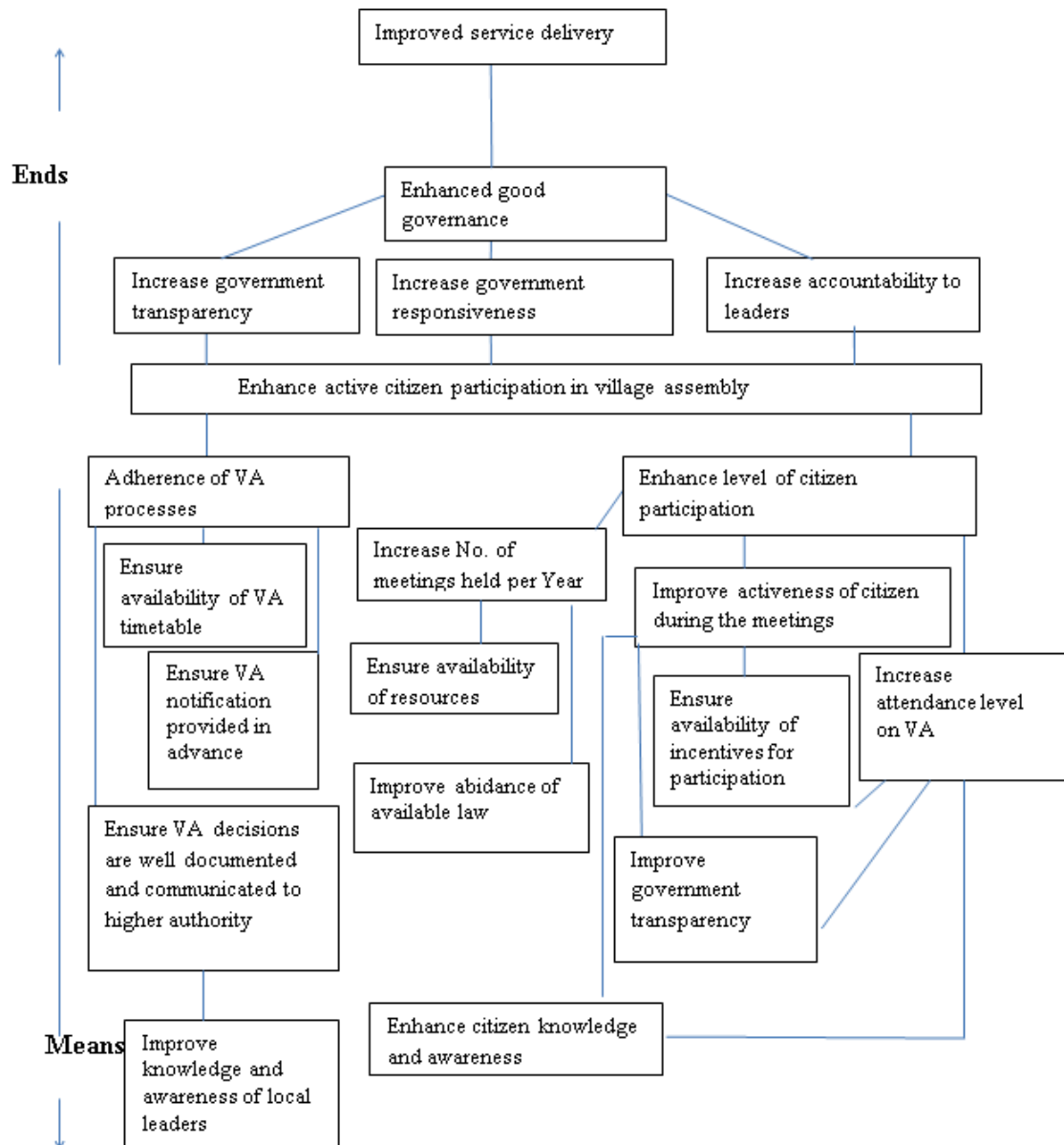
Source: Researcher 2016

Figure 1.1 Problem tree analysis



Source: Researcher, 2016

Figure1.2 Objective Tree Analysis



Source: Researcher, 2016

1.5 Significance of the study

The study expects to increase knowledge and understanding to the readers and create base for other researchers to develop findings that is useful to enhance active citizen participation. Enhanced citizen participation expected to promote transparency and accountability of local leaders hence quality service delivery to the people. Also, the

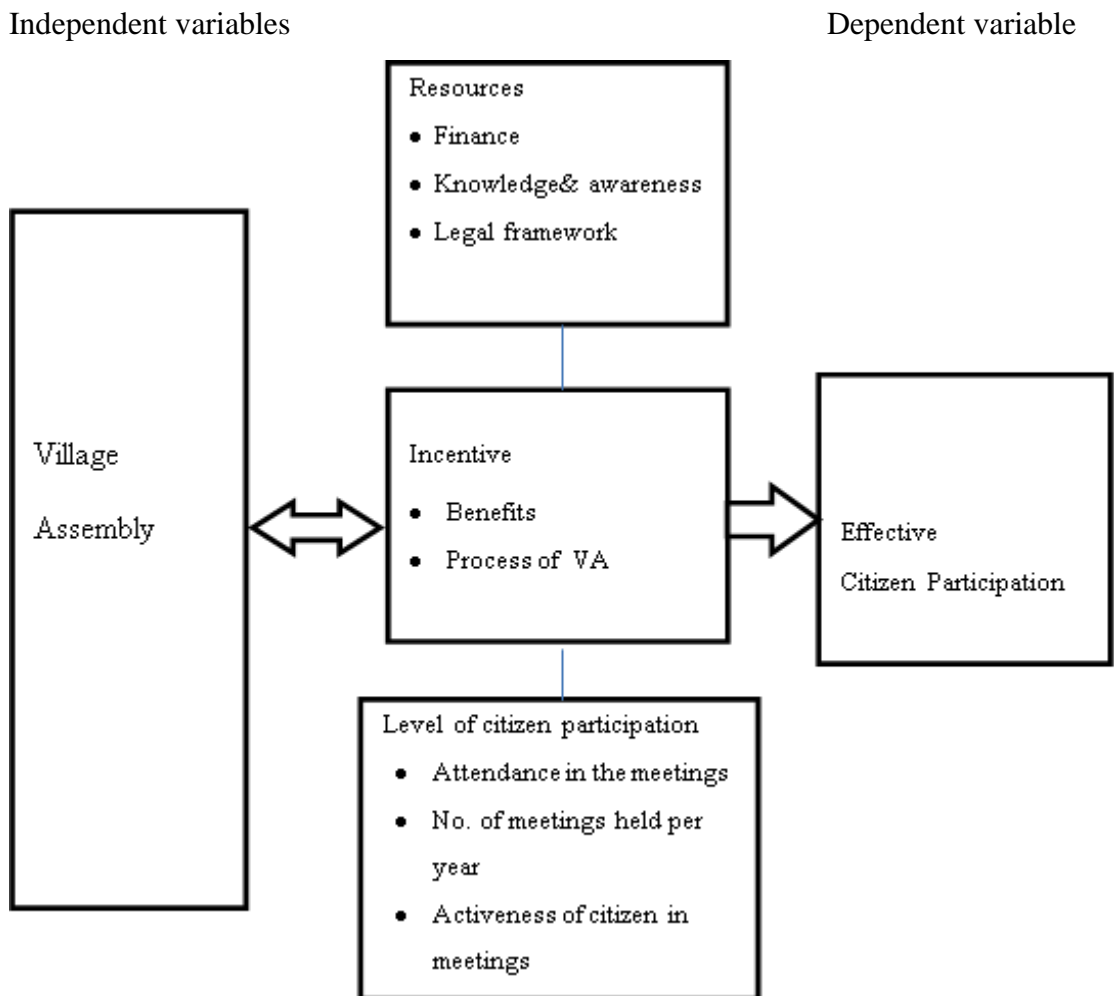
study conducted as a prerequisite of the award of the Master of Public Administration Degree of Mzumbe University which researcher intended to earn.

1.6 Scope of the study

The study was conducted at Meru DC and it covered two Villages in which one village was from remote area and the second Village was in near town (having urban characters). Respondent was sampled from members of households of responsible villages and some key informant investigated from District council main office, Ward office and Village governments. Only the adult members of household were involved considering that all Village assemblies are constituted by the adults of the responsible villages. Primary data collected through interview and Questionnaires and secondary data collected via responsible records available in the offices of VG, Ward and DC. The study focused on factors that affect citizen participation in Village assembly specifically on exploring process of conducting VA, identifying level of citizen participation, challenges of active citizen participation as well as means of enhancing citizen participation in Village Assembly.

1.7 Conceptual framework

Figure 1.3: Conceptual framework underlying the study



Source: Researcher, 2016

The suggested framework shows the relationship of variables based on logic and experiences of the researcher as well as reviewed literature concerning citizen participation. In this study the underlying assumption was that citizen participation will be effective if Village assembly will be held in a manner that citizens are effectively and actively participating in those meetings. The relationship of variables can be explained as follows:

1.7.1 Level of citizen participation

Effective citizen participation can be affected by attendance level of the meetings, number of meetings held per year as compared to statutory requirement, activeness of citizen in the meetings. Citizen can directly participate in decision making if they can attend and contributes the VA discussion. Again, citizen can get chance to participate directly in decision making if their leaders convene the meetings. According to Arnstein (1969) citizen has to participate in giving their opinions and be active to ensure their views heeded by the power holders as well as making follow up to ensure they have a real power that affect the outcome. Therefore, to have effective citizen participation, people has to be capable in attending and speaking during the meeting to give their views as well as making follow up to ensure their power affects decision.

1.7.2 Resources

Citizen participation can be affected by availability of resources that includes financial resource, knowledge and awareness, Time and legal framework. According to civic voluntarism model people may not participate in political activity because they lack resources. Financial resource plays the role in implementing decision of the people and motivates them to participate. Availability of laws and policies to enforce citizen participation will be useful tool to enhance direct participation of people. Also, citizen participation process should provide necessary information to participants for them participate in a meaningful way. Community, political leaders and public officials need to understand their rights and responsibilities for successfully citizen participation. Participatory democracy seems to be partly depends on how competent citizens are in demanding for their rights (Nyamanga, 2013). Also, Public officials and local political leaders are an important focal point, their capacity and willingness to facilitate citizen participation is vital in enhancing public participation in decision making process.

1.7.3 Incentives available

From general incentive model, individual are believed to become politically active in response to motivations of various kind. People will be stimulated or discouraged to participate in response to the way process of participation is and the benefit available for their participation. On that basis people will be motivated to participate in Village

assembly if they recognize benefit of their participation. Example citizen will be motivated to participate in decision making if they recognize their views incorporated in plans and budgets of LGA.

1.8 Definition of key terms

- i. Local Government is that part of the government of a country which deals with those matters concerning of the people in a particular locality. In Tanzania there is higher level local government (HLLG) that comprises of Councils and township authorities and lower level local government (LLLG) which comprises of Wards, Villages/Mitaa and Vitongoji.
- ii. Village refers a part of ward or a combination of particular number of Vitongoji situated in an area under the jurisdiction of District council.
- iii. Village assembly refers to general meeting of the village that comprises all the village members that attain the age of eighteen and above. It is the highest decision making body in the Village.
- iv. Citizen refers to resident of the responsible village.
- v. Citizen participation refers to the process whereby private individuals actively influence public decisions as it has been a component of democratic decision. The focus is on direct participation of citizen rather than indirect participation through elected representatives.
- vi. Devolution refers to when governments devolve functions, transfer authority for decision-making, finance, and management to Local authorities.
- vii. Deconcentration refers to the shift of responsibilities from central government officials to those working in regions, districts, or Wards. These subnational levels are given power to create strong field administration or local administrative capacity under the control and supervision of central government ministries.

1.9 Organisation of the dissertation

This dissertation contains six chapters. Chapter one termed introduction which include background, statement of the problem, objectives of the study, research questions, significance of the study, scope of the study, conceptual framework and definitions of

the key terms. Chapter two is about literature review which consist of theoretical literature review, empirical literature review and the synthesis. Chapter three named research methodology and consists of research design, research area, population of the study, sample and sampling procedures and the sample size, data collection methods and data analysis methods. Chapter four consists of presentations of the findings, Chapter five organises discussions of the findings, and Chapter six involves summary, conclusion, and Recommendations. This dissertation also contains references and appendices.

CHAPATER TWO

LITERATURE REVIEW

2.0 Introduction

This chapter provides literature reviews which consist of three parts; part one is about theoretical literature review, part two is empirical literature review, and part three is the syntheses.

2.1 Theoretical literature review

2.1.1 Village and Village Assembly

Village refers to administrative area that registered under local government Act No 7 of 1982. Village constitute of not less than five Vitongoji and every registered Village has a legally recognized Village Council which is democratically elected by people and it is the lowest level of government in Tanzania which is closest to the people (REPOA, 2008; Shivji, 2002; local government act No 7 of 1982). Therefore, the Village Government can only be constituted in an area which has been registered as a Village. A Village Council is composed of not less than 15 and not more than 25 elected members, including the Village Chairperson and all Vitongoji Chairpersons under the jurisdiction of the of the Village (REPOA, 2008). Also, the VEO who is an appointee of the District Council serves as Secretary to the Village Government but has no right to vote (ibid)

The Village Assemblies are statutory meetings which have power to approve all matters concerning the affairs of people decided by the Village council as it is provided in Sec 146 of Local government Act No 7 of 1982 (R.E 2002) that Village assembly is the supreme authority on all matters of general decision and policy making in relation to affairs of people in responsible Village. The Village Assembly composed of all adult members of Village residents; therefore all citizens attained an age of 18 years and above can attend the meetings and raise any question to their leaders (Shivji, 2002). The minutes of VA are sent to WDC then District Council so as issues rose therein be known to bureaucrats and reflected to the District Council plans and budgets (REPOA, 2008). Although the Village Assembly is theoretically the supreme body at the Village

level as said by the law above, in practice its only major function is to elect the council every five years (Shivji, 2002). The reason is that neither in the law nor in practice does Village Assembly have ultimate legislative and executive powers, which are vested in the Village council (ibid).

2.1.2 Citizen and citizen participation in local governance

Citizen refers to as a member of a political community, which is defined by a set of rights and obligations (Heywood, 1994; Marshall, 1950). Therefore, Citizenship represents a relationship between the state and individual, in which the two are bound together by reciprocal rights and obligations (Heywood, 1994). There are specific rights and obligations which a state invests in its members, and a subjective dimension of a sense of loyalty and belonging (ibid). According to Marshall (1950) citizenship constitute of three elements which are civil rights, political rights and social rights.

Citizen vote and it is the citizen whom the authority is accountable also they have the right to actively participate in the affairs of local government (Stewart, 1995). Therefore, the citizens are entitled to know the policies of the authority, decision of the authority and the reason for policies. Also, to debate and discuss the issue that the council is considering, to have their voice heard, take part in decision making, mould the work of the council, and judge the work of their council (ibid). Local government draws its legitimacy from the election and exercise power on behalf of the Voters.

Citizen participation is the involvement of the public in the process of decision making (Stewart, 1995). It is a complex group of mechanisms, processes and institutions through which citizens and social groups manage their interests and conflicts (Chaligha et al., 2007). Citizen participation is a cornerstone of local governance; it could be either direct or through representatives. Public participation as one of the principles of good governance is a means through which democratic character and political processes such as elections, accountability, transparency and transmission of information between citizen and decision makers are facilitated (Warioba, 2012). It is emphasised that for effective public participation it needs well designed structure that enable people to channel their ideas and opinions without fear, therefore it requires clear flow of information to enhance public participation (URT- PMORALG, 2008). Public opinion

emerges from what citizens experience and see at their local levels of government which is close to them, not from national governments level (Montalvo, 2008).

Local governance refers to the way a local authority fulfills its responsibilities towards the citizens in their areas of jurisdiction. It covers relationships between local authority leaders and the citizens, as well as political parties and non-governmental organisations, and the central government in all phases of formulating policies that affect people in carrying out their daily activities (Chaligha et al, 2007). Therefore, Local Authority is supposed to act in public interest however there is a wider public interest in the stake hence it has to identify the priorities of the community for effective service delivery. Local Authority that seeks to know the priorities of the citizen have to rely on different method on getting their inputs such as conduction of public meetings and invite public to take part in council's debate. Jakarta (2008) put clear that, governance is not only for specialists and government officials. Government actors need to open up for more transparent and responsive decision-making, without transparency citizen participation is poorly informed and less effective. Without accountability, those in positions of power can safely ignore the will of the people. By demanding responsiveness to social and economic needs, citizen can have a real and tangible impact on local government performance hence quality public services.

2.1.3 Process of citizen participation in Tanzania Village Assembly

At the beginning of every financial year VEO has to prepare the time table of VA for the responsible year and present it to the Village Council to get approval. According to Sec 105(2) of local government Act of No. 7 1982 (R.E. 2002) require Village assembly to be held in every three months. After approval the timetable has to be posted to the public noticeboard to be known by citizen. Village Executive Officer is responsible to remind the Village Chairperson on the date of the meeting as well as he/she is responsible to organise the meeting. Village Chairperson is responsible for convening the Village Assemblies. Agenda of Village Assembly is first discussed through Village council and the one who is responsible to collect issues to be discussed during the meeting (agenda) is the village executive officer (Sikika, 2012; Mwakagenda & Mosha, 2008).

Prior notice concerning date, time and venue to the Villagers has to be provided in advance through their Vitongoji chairpersons, noticeboard, announcing using speaker, house of worship or other means the village government find to be convenient to provide information to their people (URT, 1995; Mwakagenda & Mosha, 2008). According to Mwakapenda and Mosha (2008) prior notice of VA has to be provided to citizen seven days before. The decision of the meetings has to be documented and the role of documenting the discussion and decisions of Village Assembly is vested to Village Executive Officer (Sikika, 2012; GN No. 451 of 1995). The minutes of that meeting then discussed by WDC and lastly the decision sent to District Council to be known by Council decision makers for their actions (REPOA, 2008). Also, Local Government Act No.7 OF 1982 obliged District Councils to ensure democratic participation of people in decision making. However, some decision of Village Assembly needs to get approval of District council before its implementation and some go further to the Minister responsible for local government example decision concerning division of the Village is approved by the Minister while the Village bylaws is approved by District council.

2.1.4 Position of Laws and Policies in citizen participation in Tanzania

The establishment of Local Government Authority in Tanzania is in accordance to Article 145 (1) of Constitution of United Republic of Tanzania (CURT) of 1977 as amended time to time. The purpose of having Local Government Authorities (LGAs) is stipulated in article 146 (1) of CURT as to transfer authority to the people and thus it have been given power to participate and to involve the people, in the planning and implementation of development programmes within their respective areas and generally throughout the country. The Local Government Acts of 1982 put different structures and mechanisms for citizen participation such as having Village Assembly, through their representatives as well as individual can directly consult LGAs. For example Sec 24 of Local Government Act of 1982 stipulates that *'there shall be the Village Cuugodn{"hqt" gxgt{"Xkmc igø"* and Sec 55 put clear that every Village Assembly shall consists of every person who is ordinary residents in the village and who has attained the apparent age of eighteen years. Sec 146 of the same Act put clear that Village assembly is a supreme authority on decision making in matters concerning the affairs of

the people of responsible village. Furthermore, citizen participation has been made clear in Tanzania Development Vision of 2025 that there is a need for democratic participation at all levels in the development processes also the Vision calls for the empowerment of local governments and communities. (REPOA, 2008; Sikika, 2012).

Again, Tanzania has been implementing local government reform to strengthen local governance and one of the tools mentioned in LGRP 1 & II is citizen participation. LGRP I tried to shift the locus of development initiatives to local levels of governance (Tidemand & Msami, 2010). The four main policy areas of Government Decentralisation and Local Government Reform include political decentralisation, financial decentralisation, administrative decentralisation, and changed central- local relation (URT-PMORALG, 1998). Political decentralisation the concern of this study implies the creation of real, multi-functional governments at the local level within the framework of the national legislation (ibid). Political decentralisation aims to give citizens or their elected representatives more power in public decision-making. It supports democratisation by giving citizens, or their representatives more influence in the formulation and implementation of policies (PMORALG, 2008). It is believed that the selection of representatives from local electoral jurisdictions allows citizens to know better their political representatives and allows elected officials to know better the needs and desires of their constituents. Through LGRP in Tanzania a number of mechanisms and structures put in place to comply with decentralisation system among them is Village Assembly but the challenge is people they do not attend to the meetings (Warioba, 2012).

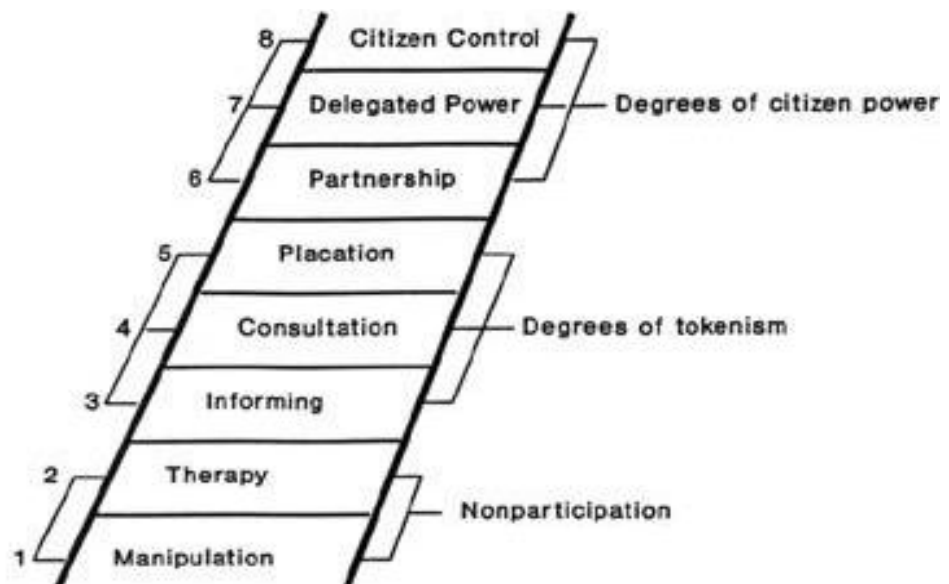
LGRP II initiated in 2009, among of its strategic objectives is to enhance citizen participation, demand for accountability and integrity by citizens for efficient and effective use of public resources. The outcome expected was enhanced participation in planning and monitoring of local development, demanding accountability, enhanced transparency, improved access to information and effective implementation of governance issues. (URT- PMORALG, 2009). However, review of a variety of literature and empirical works indicates that the LGRP could to realize most of its

objectives and that citizen participation still reported to be low in fact there is very slight improvement in governance system (Mgonja & Tundui, 2012)

2.1.5 Arnstein model of citizen participation

Arnstein (1969) wrote about citizen participation on planning processes in the United States. Arnstein refers citizen participation as a categorical term of citizen power. She put clear the idea of citizen participation by offering the typology of citizen participation using examples from three federal social programme. Arnstein argued that there is critical difference between going through the empty ritual of participation and having the real power needed to affect the outcomes. She described a ladder of participation with eight steps while explaining what is citizen participation and what is its relationship to the social imperative. The central idea of this model is the recognition of levels of citizen participation as it can be seen in figure below;

Figure 2.1 Arnstein's ladder of citizen participation



Source: Arnstein, 1969

The ladder pattern explains the typology of eight levels of citizen participation, each level corresponds to the extent of citizen's power in determining the end product. Starting from the bottom levels 1 and 2 (Manipulation and Therapy) describe the level

of nonparticipant, the real objective is not to enable people to participate in planning or conducting programme but to enable power holders to educate or to cure the participant. Kariuki (2014) affirmed that at this level citizen may be advised and believe decision to be in their interest while power holders promise to assist the citizens and have them engage in different activities in which their opinions may be “cured”, and in the end accepted by the citizens. Levels 3 and 4 (informing and consultation) progress to degree of tokenism that the citizen can hear and be heard but they lack the power to ensure their views be regarded by the power holders. At this level there is no follow up hence lack assurance of changing status quo.

Level 5(Placation) is the higher level of tokenism that allow citizen to advise but retain for the power holders the continued right to decide. This is when citizen’s opinion starts influencing power holder’s decision. Level 6 is partnership, enables citizen to negotiate while power is redistributed through negotiation between citizen and power holder. Planning and decision making responsibility are shared between them. At the topmost levels 7 and 8 (delegated power and citizen control) citizen are given power to decide, they obtain majority of citizen seats or full managerial power. (Arnstein, 1969).

Under this model citizen participation placed in different grades, knowing these gradations make it possible to understand what citizen participation is and the grade we are in achieving the real citizen power to affect the outcome. Agyei (2009) as quoted Thomas (1995) argued that the first task of the public manager in any citizen (stakeholder) involvement process is to decide the degree of involvement. Levels of citizen participation need to be graded from minimum involvement to a full sense of ownership (Meldon, Walsh & Kenny, 2000). Also, defining the level of citizen participation in actual sense helps in determining the resources required to achieve the intended aims, appropriate ways to motivate people to participate, and developing adequate strategies and procedures for citizen participation (Hodar & Zakharchenko, 2002).

Arnstein model of citizen participation has been supported by Devas and Grant (2003) who defined citizen participation, as the *ways in which citizens exercise influence and control over the decisions that affect them*. Gaventa and Valderrama (1999) termed it as *the intervention of citizens with determined social interests in public activities which*

can be directly or indirectly. Direct participation, the focus of this study, occurs where citizens individually or in various forms of self-organisation are actively engaged in the decision-making processes on matters affecting them. Arnstein emphasises that power and decision making are central to the concept of direct citizen participation whereby direct participation requires power sharing among the citizens and public officials. Thus, citizen participation is the process by which members of a society share power with public officials in making substantive decisions and in taking actions related to the community (Robert, 2003). It is not a form of control that enables those in authority to get citizens to do what they want them to do. In Tanzania Village assembly is used to provide a direct platform where citizens can articulate their preferences, disappointments and other proposals on matter affecting their welfare. When Citizens are viewed as an integral part of the governance process and their active involvement is considered essential in the substantive decisions facing a community, their development will be easily achieved (Robert, 2004).

2.1.6 Models of citizen participation

The theoretical framework guides research in determining what should be measured, and what statistical relationships it should look for (Vicent & Norma, 2006). Various models explain about citizen participation but in this study the researcher used Civic voluntarism model and General incentive model. Models have been adopted because they reflect citizen participation the essence of this study and they have been useful in other studies that concerning with citizen participation.

2.1.6.1 Civic voluntarism model

Most of well-known and widely applied model of political participation originally referred to as resource model and it has origin in the work of Verba and Nie (1972) in influential research on participation in the Unite State. The central idea of this model is to understanding why people do not participate in political activities; the answers that come in mind are because they can't, because they don't want to, or because nobody asked them to. Kariuki, (2014) puts it clear that different individuals in the same community may have different interests and may not necessarily want to participate in development projects. In other words, people may not participate in decision making

process because they lack resources, because they lack psychological engagement, and because of lack or poor facilitation. Mobilisation model emphasises this by asserting that individuals participate in response to opportunities available within their environment and to stimuli from other people (Verba, Schlozman & Brady, 1995).

Public official and political leaders are in position to encourage direct citizen participation and include citizen's decision but also can discourage it and even preventing it, in the execution of their duties (Robert, 2003). Public officials have to be capable of identifying issues that are critically in need of citizen involvement prior to (and even during) implementation to reduce cost and time. However, in most contexts, government officials and leaders who possess the resources and authority to create significant participatory governance initiatives simply lack motivation to involve people in government affairs (Fug, 2006). Public official and political leaders thus becomes an important focal point, their capacity and willingness to facilitate citizen participation is vital in enhancing public involvement in decision making process. Citizen participation can be hindered among other things include the perception of bureaucrats who perceive that public involvement can hinder productivity and that it is expensive, complicated and takes long time to build consensus decision (Agyei, 2009). On the other side, people's perception is that regardless of which issues were opened up to public participation the final decision should always rest with the leaders (Lowndes et al, 2001). As Gaventa and Valderrama (1999) argued that, lack of political will to central and local leaders as well as bad perception of both leaders and citizen hinder citizen participation at local level.

In this model resource aspect defined in term of time, money and civic skill. Psychological engagement aspect is defined by individual sense of political efficacy and feeling of obligation to participate (Verba & Nie, 1972). The social status of individual his job, income and education also determine to a large extent how much he participates. Also, Hodar and Zakharchenko (2002) put clear that the resources needed for citizen participation are time, stakeholders, information, knowledge and awareness. Time to participate includes time to learn about an issue and how they can influence the decision making process. Stakeholders, in the community people need to come together and work as a team to influence the decision making process which includes people to

gather together in meetings in order to get the best results. Information, this should come from both the general public and the government. Without information, citizen participation is almost unattainable. Knowledge and awareness on citizen participation, here citizen has to be aware on methods of citizen participation and be educated on their rights and responsibilities in participation process. For people to effectively participate in any project there is need for them to understand when, how and why they have to participate (Kariuki, 2014). Therefore, it is important to first determine the understanding of the people and their perception to participation in decision making processes.

2.1.6.2 General incentive model

General incentive model of participation was introduced to explain the incidence of high intensity type of participation such as canvassing, attending the meetings and running for office. The theory derived from the rational choice and social psychological accounts for participation. The essence of the model is that actors need incentives to ensure that they participate in politics but this model consider the wide array of incentives than narrowly defined individual incentive defined by rational choice model (Seyd & Whitely, 1992).

From general incentive model individual are believed to become politically active in response to incentives of various kind. The selective incentives for understanding why some people become active in political activities are of three types which include process, outcome and ideology. For some people the political process itself is interesting and stimulating regardless of the outcomes or goals, it is motive enough for them to participate. Citizen participation in Tanzania is supported by decentralisation theory in which decentralised process requires the transfer of power, responsibilities and resources from higher level authority to lower level authority. The assumption is that as government comes closer to the people, more people will participate and will have a meaningful role in local government decisions that affect them (Bagenda, 2007). Public opinion emerges from what citizens experience and see at their local levels of government which is close to them, not from national governments level (Montalvo, 2008). Therefore, Local government authorities are expected to be more responsive to

the demand of its people since local residents' preferences are more homogeneous within smaller geographical unit than in nation (Sorensen & Hagen, 1996). Local governments being near to the people are in better position to identify their needs and encourage their participation in democratic governance and thus supply the appropriate form and level of public services (ibid).

Again, decentralisation theory suggests that the benefits of citizen participation are optimized when both vote and voice mechanisms are institutionalized in decentralised systems (Muriu, 2014). Cheema (2007) advances, citizens are more likely to actively participate in the local political process where local government is perceived to be sufficiently autonomous in making decisions affecting them. LGRP suggested abolishment of command relation between Central government and Local government to enhance local autonomy in Tanzania (URT-PMORALG, 1998). Also, the powers of central government to local councils restricted to legal regulation with local governments' decisions. Local government suggested having roles and functions that correspond to needs of the local people and social- economic condition prevailing in their areas (ibid).

Apart from process itself, another incentive for citizen participation is outcome which refers to motives concerned of achieving certain goal in political process. As Hodar and Zakharchenko (2002) argued, people will actively participate on issue if it will directly affect them or they will benefit from it. Bagenda (2007) affirms that effective participation aims at 'participation as an end' to empower the community members to take charge of their own development decision. According to this model, Ideology is another type of incentive for citizen participation. The involvement of people in political activities prompted by similar motives of the active churchgoer, membership of the church allow religious people to give expression to their beliefs as well as to become part of the congregation. (<http://www.press.umich.edu/pdf/0472106201-ch2.pdf> downloaded on 12th July, 2015). Kariuki (2014) argued that dynamics of a particular participatory structure are determined by the culture(s) of the group, and their beliefs, norms, values and power relationships.

2.2 Empirical Literature Review

Kariuki (2014) conducted study on factors influencing community participation in project planning in Kenya, found that people in rural areas are having inadequate understanding of citizen participation thus influences their aptitude to participate in development programmes. During the study the variable were communication, inclusiveness, trust among leaders, project information, benefits of participation and public education. The instrument of data collection was questionnaire and descriptive analysis was employed in analysing data. Muriu (2013) made a closely related research affirmed that there is low citizen participation in service delivery projects in Kenya. He concluded that lack of awareness and inadequate capacity to participate has hampered citizen input in the process. The study used a case study approach and employed secondary data from available literature as well as personal experiences of the researcher.

Nyamanga (2013) conducted study on citizen participation in public meetings in Tanzania using case study design. He found that level of citizen participation in public meetings is very low and challenges for citizens participation in public meetings includes lack of legal support, poor facilitation of public meetings, unfulfilled promises, poor reporting system, corruption, poor meeting grounds, poor skills and knowledge about the agenda, illiteracy, the language and dependency. Data was collected through questionnaire, interview guide, and observation. During the study the variables used were Legal framework, Policy, Mode of operant, Leaders behaviour (trust/distrust), Citizens empowerment, Responsibilities and accountability.

Another study conducted in India by Mishra and Dubey (2009) on Participation of Rural Women in Decision Making. The study concentrated on participation in vegetable cultivation which was considered as a family enterprise. Two stage random sampling was used to obtain the sample of study. The study revealed that wives have been consulted seldom in the activities like field preparation and transplantation. However, in the practice like harvesting, type of vegetable and manure quality wives mostly have not been consulted by their husbands in which husbands took their independent decisions. Women of low economic categories were found to participate in

more practices related to vegetable cultivation. The study recommend that, formation of self-help group need to be encouraged to increase their knowledge and skill, so that their participation in various practices of vegetable cultivation to be of more benefit.

Kilewo and Frumence (2015) in their study factors that hinder community participation in developing and implementing CCHP at Manyoni-Tanzania, employed in-depth interview to collect the data and analyse them through thematic approach. The variables used during the study were awareness on community participation, involvement in development and implementation of plan, communication and information sharing, management capacity, roles and responsibilities and financial resources. The study found that, factors hindering community participation include lack of awareness on the CCHP among HFGC members, poor communication and information sharing between CHMT and HFGC, unstipulated roles and responsibilities of HFGC, lack of management capacity among HFGC members, and lack of financial resources for implementing HFGC activities. They recommended that, policy makers have to re-visit the decentralisation by devolution policy by ensuring that local governance structures have adequate resources as well as autonomy to participate in planning and managing CCHP in general and health facility plans in particular.

2.3 The synthesis

Research on citizen participation in decision making has been approached from various angles in the world. Reviewed literature revealed that most studies based on citizen participation in different projects. Every study has come with substantial findings and conclusions; they all affirmed that there is low citizen participation in decentralised governance. Tanzania has been embarking on the decentralisation process with the aim, among others, of improving citizen participation. Village is the lowest government level in Tanzania and mechanism and structures available for citizen participation in decentralised process among them is Village assembly. However, there are no studies seen to concentrate on citizen participation in village assembly and few studies focus on giving out reason for low citizen participation in decentralised governance. This study therefore explored factors affecting citizen participation in Village assembly.

Understanding factors affecting citizen participation helps in finding means to enhance it.

Furthermore, the earlier studies used mostly case study design and descriptive analysis which was also used by this study. Again, this study employed some of Variables used by earlier studies, which includes legal framework, financial resources; awareness on community participation and benefits of participation besides adds more to accomplish the intended goals. Variables that employed in this study are level of citizen participation (attendance in the meetings, number of meetings held per year, and activeness of citizen in meetings), resources (financial resources, legal frame work, knowledge and awareness), and incentives (benefits of participation and the process of VA).

CHAPTER THREE

RESEARCH METHODOLOGY

3.0 Introduction

This chapter presents the methodology to be used in the study. It covers the description of the research design, study area, population of the study, sample techniques, procedures and sample size, data collection methods and data analysis techniques that involved.

3.1 Research Design

Research design is the arrangement of conditions for collection and analysis of data in a manner that aims to combine relevance to the research purpose with economy in procedure (Kothari, 2004). Case study design was employed in the undertaking of this study because it allowed intensive study of the social unity over a range of variables so as to obtain enough information for drawing correct inferences (Raj, 2002). It gave a wider range of insights into human life which cannot be gained through general survey. This study expected to obtain rational and real record of personal experiences in selected area so as to reveal forces that drives them to adopt certain pattern of behaviour. To obtain this information effectively required flexibility in the use of data collection methods like, interview, questionnaire, and documentation, case study design provide this opportunity (Krishnaswami & Ranganatham, 2013). Case study design was used since it allowed generalisation of the knowledge obtained through investigation (ibid). In this sense recommendation made can be transferable to another context of related problem. Furthermore, due to time and financial constrain case study design was advantageous as it helped this research to be manageable per resource available.

3.2 Research Area

The study was conducted in Akeri and Patandi Villages at Meru District Council. Village assembly is a one of the means for direct citizen participation in Tanzania. Local government laws of 1982 necessitate Villages in Tanzania to conduct VA in quarterly basis. Therefore, the study area was selected because Akeri and Patandi are among the Villages in Tanzania that supposed to hold Village assembly as required by laws and policies of Tanzania.

Meru district council is located at the northern part of Tanzania in Arusha region. Both Villages found in Akeri Ward which was selected from among the wards of Meru DC through simple random probability. Akeri Village has three Vitongoji, namely Maring'a, Ifurinyi and Nkoamalai all together have total of 480 households that consists of 1,981 adult people. Patandi Village has four Vitongoji, namely Tengeru, Duluti, Mavinuni and Patandi all together have the total of 1303 households that consist of 4,526 adult people. Akeri is located in remote area whereby most economic activities of the people are related to agriculture and Patandi is located near the urban area whereby most economic activities of the people are related to business. This combination helped the researcher to have a clear picture of citizen participation in both locations as they differ geographically and economically. Also, it enabled the researcher to easily make recommendations that can be helpful in both situational areas. The map of Meru district council is attached at appendix I and organisational structure is attached in appendix II.

3.3 Population of the Study

Beins (2004) defines population as the entire set of people or data that are of interest to a researcher which varies depending on research projects. Population also can be defined as the totality of the objects under investigation (Adamu & Kamuzora, 2008). Target population of this study entailed all adult people of Akeri and Patandi Villages and purposively some government officials and local political leaders from HLLG and LLLG as presented in Table 3.1 below. The adult persons were taken due to the fact that Village assembly is composed of all the ordinary residents in the village who have attained the apparent age of eighteen years (URT, 1995). The government official and local political leaders include VEOs, Village Chairpersons, Councilor, District Executive Director, Community Development Officer and District Planning Officer, justification of taking these key informant is as follows;

3.3.1 Village executive officers (VEOs):

Village executive officers are employees of District Council (government officials) but in execution of their duties they are accountable to Village Government (GN No. 451 of 1995). VEOs were involved in this study because they are chief executive officials at

the Village level (Mwakagenda & Moshi, 2008) and are responsible for collecting the issues that are to be discussed during the Village Assembly (agenda), also have the role of documenting the discussion and decisions that are held during the VA (URT-PMORAL, 2008). They are important communication devices between Village government and WDC as well as District Council (GN No. 451 of 1995). Their knowledge, role and experience enabled them to provide important information to this study.

3.3.2 Village Chairpersons

According to Local Government Act No. 7 of 1982, Village chairpersons are local politicians elected by people of responsible Village through Village Assembly who are residents of the responsible Village. Village chairpersons of Akeri and Patandi Villages was involved in this study as respondents because they are leaders of Village Government of the Villages under the study and are responsible for convening as well as leading the Village Assembly (GN No. 451 of 1995, Shivji, 2002). Also, they represent the interest of their people in WDC and therefore act as a communicating vessel between their people and WDC. The roles and experience they have necessitate researcher to include them in this study as respondents.

3.3.3 Councilor

Councilor is a local politician elected under local authority (Election) Act No. 4 of 1979 by people of responsible Ward and he is a resident of same ward (Warioba, 1999). Councilor of Akeri Ward was involved in this study as one of respondents because he has the role of looking after the interest of their constituencies that include people of Akeri and Patandi Villages. Also, he is a representative of the people to the Council and is responsible for discussing matters that affect the welfare of the people and vote for council decision (REPOA, 2008). He acts as communicating vessels between District Council and people of responsible Ward.

3.3.4 District executive director

District executive director is chief executive officer of the District council. He was involved in this study as a respondents because he is accounting officer for Local

Authority under which the study was conducted, he exercise strong power and influence over council decisions pertaining not only to financial matters but also in the area of planning, project evaluation, tendering and general administration (REPOA, 2008). Implementation of some of decision made in VA needs approval of the Council therefore it needs strong support from him to succeed. Therefore, his power, roles, knowledge, and experience obliged the researcher to include him in this study as respondent.

3.3.5 Community Development Officer

Community development officer is an employee of District Council (government officials) who executes her duties at LLLG. She was involved in this study as a respondent because she is extension officer responsible for educating people on matters concerning their development also coordinating development activities and planning in the LLLG and link with the district level (REPOA, 2008). Village assembly the concern of this study is a forum for people to articulate and emphasise their development ideas.

3.3.6 District Planning Officer

District planning officer is an employee of District Council (government official). He was involved in this study as a respondent because he is responsible for planning and budgeting on issues of District Council including issues arising in Village assemblies within the Council jurisdiction (URT -PMORALG, 2008). For the government to respond to the needs and preferences of people it needs to include them in council plans and budget, therefore, the planning officer was an important person for this study.

Table 3.1 Study population

SN	Vitongoji found in Akeri Village	Number of people	% of the total population
1.	Maring'a	900	13.81%
2.	Ifuriny	801	12.29%
3.	Nkoamali	280	4.3%
	Vitongoji found in Patandi Village		
4	Tengeru	985	15.12%
5	Duluti	834	12.8%
6	Mavimuni	814	12.49%
7	Patandi	1893	29.05%
	Key informants		
8	Village Chairperson	2	0.03%
10	Village Executive Officer	2	0.03%
11	Councilor	1	0.02%
12	District Executive Director	1	0.02%
13	District Planning officer	1	0.02%
14	Community Development officer	1	0.02%
Total		6,515	100

Source: Akeri Ward office (2016)

3.4 Sample size, Sample techniques, and Sample Procedure

3.4.1 Sample size

Adam and Kamuzora (2008) define sample size as the exact number of items selected from a population to constitute a sample. A total of 78 respondents were selected to constitute a sample of this study. A sample includes 70 adult residents of Akeri and Patandi Villages taking into consideration that all of them have uniform characteristics. In addition to that, purposively a number of 08 respondents (VEOs, Village Chairpersons, Councilor, District Executive Director, Community Development Officer and District Planning Officer) was included to the sample due to their knowledge,

power, role and experiences as explained in part 3.3 above. Table 3.2 below indicates clearly the composition of the sample.

Table 3.2 Composition of the sample

SN	Vitongoji found in Akeri Village	No. of people	% of the total population	Sample population	% of sample population
1,	Maring'a	900	13.81%	10	12.82%
2.	Ifuriny	801	12.29%	8	10.25%
3.	Nkoamali	280	4.29%	5	6.41%
	Vitongoji found in Patandi Village				
4	Tengeru	985	15.11%	10	12.82%
5	Duluti	834	12.79%	9	11.54%
6	Mavimuni	814	12.49%	10	12.82%
7	Patandi	1893	29.05%	18	23.07%
	Key informants				
8	Village Chairpersons	2	0.03%	2	2.56%
10	Village Executive Officers	2	0.03%	2	2.56%
11	Councilor	1	0.01%	1	1.28%
12	District Executive Director	1	0.01%	1	1.28%
13	District Planning officer	1	0.01%	1	1.28%
14	Community Development officer	1	0.01%	1	1.28%
Total		6,516	100	78	100

Source: Researcher, 2016

3.4.2 Sampling Techniques

3.4.2.1 Simple Random Techniques

Simple random sampling is a probability sampling whereby members in the population have equal chances of being selected to form a sample (Adam & Kamuzora, 2008). In this study a sample of 70 people from two Villages selected randomly using simple random technique whereby the researcher with the help of Vitongoji Chairpersons

passed through every Kitongoji to randomly pick adult Villager to fill the questionnaire. The total number of respondents picked from each Kitongoji was as provided in Table 3.2 above. To get different groups of people with different characters such as sex, age, occupation and education, the researcher was obliged to collect data even during evening hours because during the day time most of people tended to be busy and also could be out of their Vitongoji searching for their daily bread. This enabled the researcher to obtain various opinions, attitudes, feelings and experiences on what they knew about citizen participation in village assembly.

3.4.2.2 Purposive Sampling

Purposive or judgmental sampling involves selection of cases that researcher judges as the most appropriate ones for the given study (Krishnaswami & Ranganatham, 2013). Adam and Kamuzora (2008) assert that the use of purposive sampling enabled the researcher to access knowledgeable people and select others by virtue of their professional roles, power and experience. From this basis eight (08) key informants were selected purposively based on various reasons that include their experiences, roles and power/authority. A sample of key informant selected purposively came from VG, WO and DC which included political leaders and Government officials working in LLLG and HLLG as it can be seen in the table below;

Table 3.3 Purposive sampling

S/N	Expected Purposive respondents	Sample	Percentage
1	Village Chairperson	2	25%
3	Village Executive Officer	2	25%
4	Councilor	1	12.5%
4	District Executive Director	1	12.5%
5	District Planning officer	1	12.5%
7	Community Development officer	1	12.5%
	Total	08	100%

Source: Researcher 2016

3.5 Data collection methods

3.5.1 Interview

Interview method of collecting data involves two systematic conversations between an investigator and an informant initiated for obtaining information relevant to specific study. It enable investigator to learn from respondent gestures, facial expression, pauses and his environment (Krishnaswami & Ranganatham, 2013). It can be through face to face contacts or through telephone and may be done using structured schedule or unstructured guide. Local leaders are responsible for ensuring the effectiveness of citizen participation in VA. Therefore, this study used personal interview (face to face) which enabled researcher to collect detailed facts concerning VA from local leaders (key informants) and allowed flexibility in the discussion. The structured interview was used and interview guide is attached in appendix V. Open-ended questions were used to obtain detailed facts while the closed-ended questions were used to extract specific information on specific subjects and responses were noted in the prepared papers. The key informants that were interviewed in this study were Village Chairpersons, Village Executive Officers, District Executive Director, Councilor, District planning officer and Community Development officer.

3.5.2 Questionnaires

Questionnaire is considered in general terms to include a set of questions on a form which is completed by the respondent in respect of a research project (Strydon et al., 2005). Indeed, a questionnaire enables to obtain facts and opinions about a phenomenon from large number of people who are informed on the particular issue more quickly (ibid). This study collected responses from 70 Villagers therefore using questionnaire enabled to simplify the work of data collection and save time. There are different types of questionnaire but this study employed self-administered questionnaires whereby questionnaire was handed to the respondent, who completed it on his own, but the researcher was available in case of any problem. First respondents were asked few questions to ensure they are correct persons for the study and to identify if they know how read and write. For identified unschooled respondents researcher was reading for them and helped them to fill questionnaire. Again, open-ended questions were used to obtain respondent's general views while the closed

questions were used to extract specific information on specific subjects. Questionnaire is attached in appendix III and IV.

3.5.3 Documentary Review

The documentary review is a source of information which is contained in published and unpublished documents, reports, statistics, letters and so on (Raj, 2002). It provides firsthand information which otherwise would have been collected after a lot of labour. In this study the researcher reviewed different documents relating to citizen participation in Village Assembly that was available in VG, WO and DC head office. The documents reviewed include attendance register of Village Assembly, minutes of the Village assembly, budget documents as well as different reports concerning citizen participation. This method enabled to obtain specific information like attendance of the Village assembly and reflection of peoples' views on Council budget plans; therefore, the researcher got a clear picture of the situation available concerning citizen participation VA.

3.6 Data analysis methods

According to Kothari (2004) data analysis is defined as manipulation of certain measures along with searching for patterns of relationship that exist among data groups. This study used descriptive analysis to analyse the data. There are two techniques of data analysis, namely qualitative and quantitative techniques (Adam & Kamuzora, 2008). This study employed both qualitative and quantitative techniques to analyse data which was presented on the analytical tools such as tabular forms, with frequencies and percentages as well as charts. Non quantifiable data was subjected to content analysis, interpretation and open ended responses was summarised and organised under their relevant subheadings or in tables to facilitate comprehension.

In making sure of getting the required data, the researcher used simple and clear language which respondents understood and also the researcher made a pilot study to see whether the constructed questionnaires and the interview questions would yield the required data for the study. This made the researcher modify some questions and omit unnecessary ones. Statistical Package for Social Sciences (SPSS version 20) with the

help of Microsoft Excel was employed to analyse data. However, Microsoft Excel was used mainly in drawing figures presented in chapter four.

CHAPTER FOUR

PRESENTATION OF FINDINGS

4.0 Introduction

This chapter presents the findings on the **Factors affecting citizen participation in village assembly in Patandi and Akeri Villages at Meru District Council**. The information collected is presented according to the specific objectives and the research questions that guided the study. The data were found from questionnaires, interviews and documentations. Results are presented by using descriptions, tables, and charts. During data analysis and presentation of findings explanations and descriptions have been provided where necessary to make the findings more elaborative.

4.1 Characteristics of Respondents

Relevant characteristics of the 70 respondents who took part in this study include Gender, age, education, occupation, and residing Village. Respondents' characteristics were important in order to provide general information about respondents and their suitability for this study. Characteristics of respondents are summarised and presented in the Table 4.1 below.

Table 4.1 Characteristics of respondents

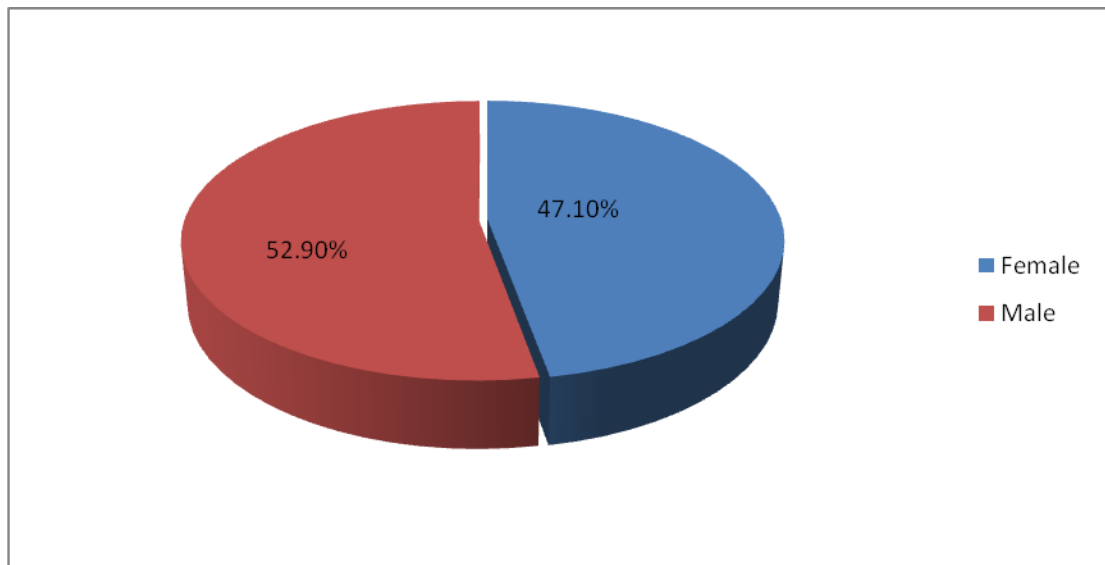
Variable	Characteristics	Frequency	Villages		Valid Percent
			Patandi	Akeri	
Gender	Female	33	25	8	47.1
	Male	37	22	15	52.9
Age	18-30	9	4	5	12.9
	31-40	19	13	6	27.1
	41-50	22	18	4	31.4
	51 and above	20	12	8	28.6
Education	No school	9	4	5	12.9
	Primary	34	23	11	48.6
	Secondary	15	10	5	21.4
	Tertiary	12	10	2	17.1
occupation	Farmer	34	16	18	48.6
	Employed	16	14	2	22.9
	self-employed	16	13	3	22.9
	Others	4	4	0	5.7

Source: Field data (2016).

4.1.1 Gender of respondents

The study sample comprised both male and female, the findings presented in table 4.1 above show that female respondents were 33 (47.1%) of all respondents and male respondents were (37) 52.9% of all respondents. The respondents were randomly drawn from adult residents of Patandi and Akeri Villages where the study was undertaken. The researcher was interested to know how the sampled respondents were distributed in terms of sex and confirm if both sexes participated to provide their views in this study. Figure 4.1 summarises the result of respondent's gender distribution.

Figure 4.1 Respondents' gender distribution

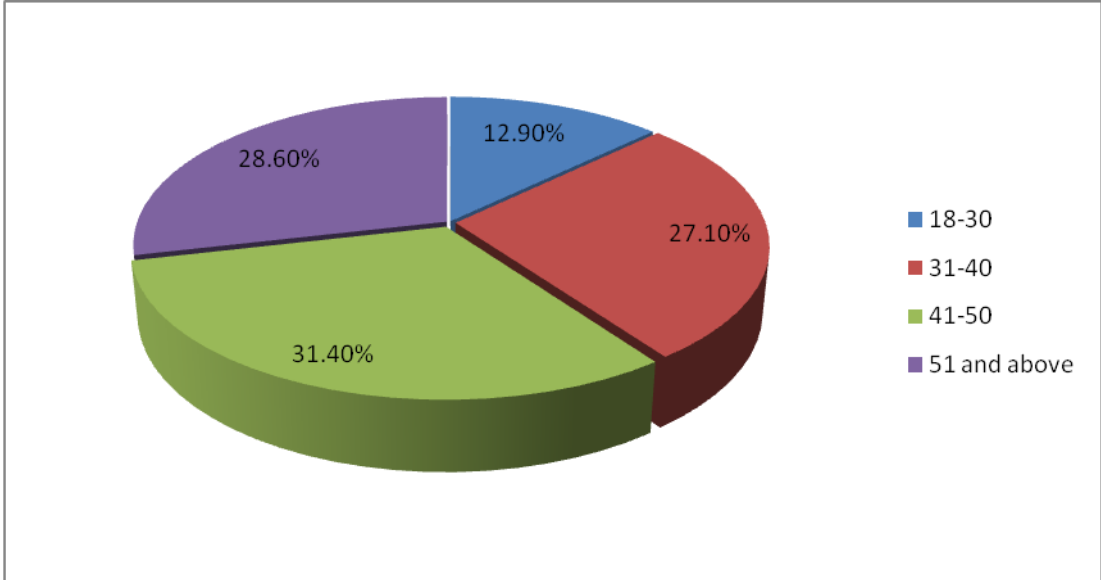


Source: Field data (2016)

4.1.2 Age of respondents

The study involved respondents of different age and they categorised into four age groups: 18-30, 31-40, 41-50 and 50 and above. The findings which presented in Table 4.1 above show that respondents of age 18 – 30 were 9 (12.9%), age 31 - 40 were 19 (27.1%), age 41 -50 were 22 (31.4%) while age 51 and above were 20 (28.6%). These findings indicate that majority of respondents in this study were aged group of 41 and above years. Figure 4.2 below present the respondent's age distribution

Figure 4.2 Respondents' Age Distribution

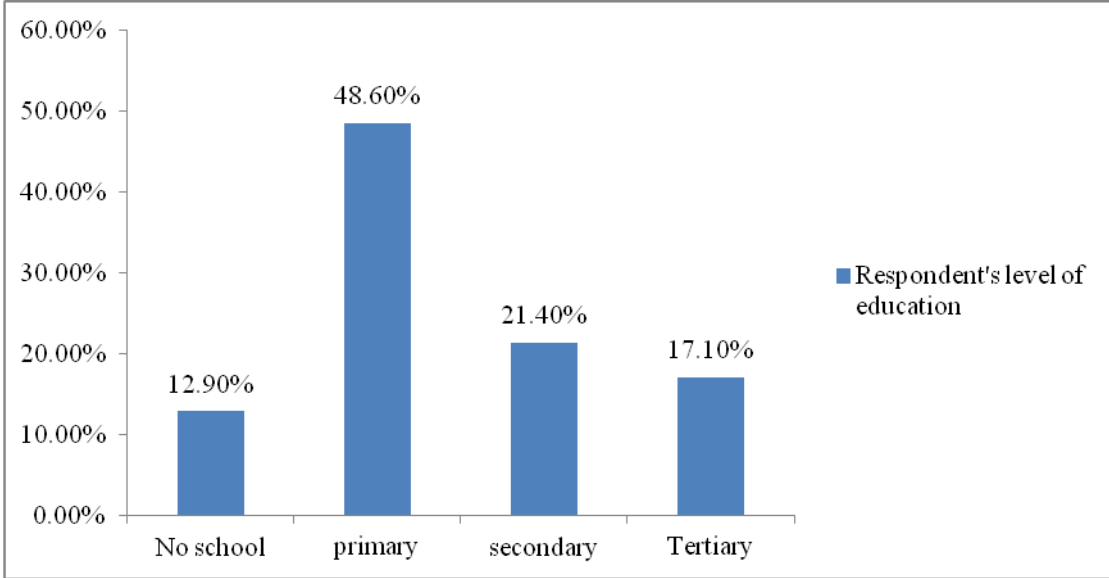


Source: Field data (2016)

4.1.3 Respondent’s Level of Education

The study settled five age groups, from which, respondents asked to identify his/her group. The findings indicate that most of respondents had primary education which represents 48.60% of citizen respondents followed by respondents who had secondary education by 24.3%. Again, 17.10% of respondents said they have tertiary education while 12.90% respondents said they had no school. These findings suggest that, the study was dominated by people of primary education, it also indicate high group of people who live in Village have primary education. Data from respondents presented in Figure 4.3.

Figure 4.3 Educational levels of respondents

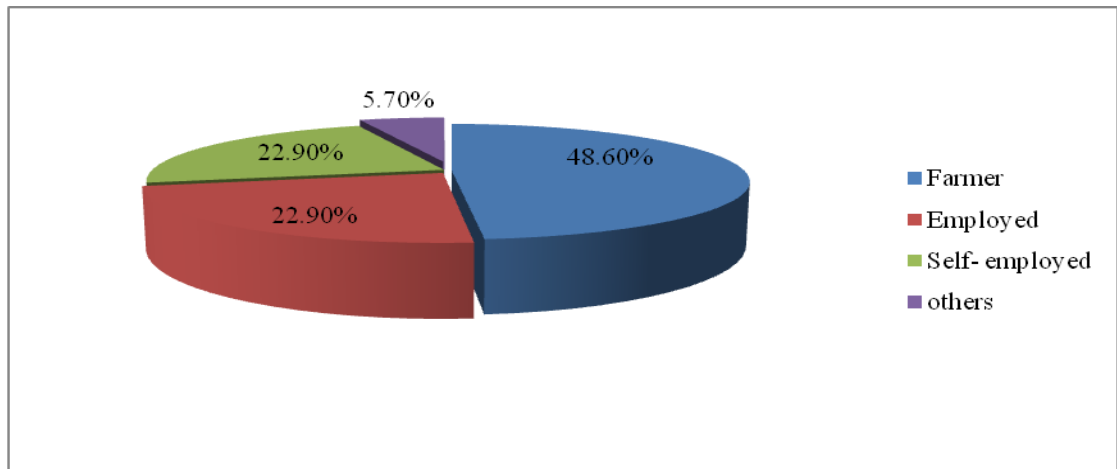


Source: Field data (2016)

4.1.4 Occupation of respondents

Under this point the study settled four possible employment modalities, the respondents were asked to identify which group he/she is belonging. The data collected revealed that 48.60% of respondents were farmers, 22.90% were self-employed (business), 22.90% were employed and 5.70% have other occupation. This suggested that more responses in this study collated from farmers. The findings also denote that most of Villagers are farmers. The result summarised in Figure 4.4 below.

Figure 4.4 Occupation of respondents



Source: field data (2016)

4.2 Process of Citizen Participation in Village Assembly

The first objective of this study was to explore the level of adherence to process of citizen participation in VA. This section therefore responds to the question ‘What is the process of citizen participation in village assembly?’ the motive of this question was to find out the position of legal requirements against the actual practice and how it affects citizen participation in VA. Therefore, the study strived to identify if the Village assembly timetable is in place and posted to public noticeboards to be known by citizen, identify if prior notice concerning date, time and venue to the Villagers were provided in advance to the citizens, identify if the decision made in VA is well documented and communicated to HLLG to be known by decision makers for their actions.

4.2.1 Village Assembly Timetable

From documentary review the study found that Akeri Village had no VA timetable in place while in Patandi Village the timetable was available however it was placed inside the Ward office instead of public noticeboard. Again, the findings show that the available timetable for Patandi Village was of 2013. Figure 4.5 shows the Village assembly timetable available for Patandi Village.

Figure 4.5 Village assembly timetable for Patandi Village

RATIBA YA VIKAO VYA KISHERIA VYA VIJIJI NA KATA, KATA YA AKHERI MWAKA 2013							
	KIJILI CHA PATANDI		KIJILI CHA AKHERI		KIJILI CHA NGURUMA		KATA WDC
	KIKAO CHA S/KIJILI	M/MKUU	KIKAO CHA S/KIJILI	M/MKUU	KIKAO CHA S/KIJILI	M/MKUU	
ROBO YA I	JAN 29 FEB 26 MAR 22	MAR 25	JAN 17 FEB 26 MAR 21	MAR 26	JAN 14 FEB 28 MAR 21	MAR 26	MAR 28
ROBO YA II	APR 30 MAY 30 JUNE 21	JUNE 26	APR 30 MAY 30 JUNE 20	JUNE 25	APR 29 MAY 23 JUNE 21	JUNE 24	JUNE 27
ROBO YA III	JULY 25 AUG 29 SEPT 20	SEPT 24	JULY 30 AUG 29 SEPT 19	SEPT 24	JULY 22 AUG 30 SEPT 19	SEPT 24	SEPT 26
ROBO YA IV	OCT 24 NOV 26 DEC 16	DEC 19	OCT 24 NOV 28 DEC 12	DEC 19	OCT 25 NOV 21 DEC 13	DEC 19	DEC 23

NB:
(a) RATIBA HII YAVEZA KUBADILIKA IKITOKEA SABABU YA MSINGI
(b) VIKAO VYA DHARURA VITAKUWEPO IKIBIDI

WEU – KATA YA AKHERI

NAKALA:
1. DED MERU
2. MHE. DIWANI – KATA YA AKHERI

MERU DISTRICT COUNCIL
All official letters to be addressed to District Executive Director

Arusha Region
Meru District
Tel: (+255) 271 244 2244
Fax: (+255) 271 244 2244
www.merudistrict.go.ke

Meru District Council
P.O. Box 100
Meru

Source: Field data 2016

4.2.2 Village Assembly Notification

This part identifies the number of people who receive prior notice concerning date, time and venue of VA in advance. The study revealed that 60 (85.70%) of respondents normally receive prior notice about the VA when summoned while 10 (14.30%) don't receive VA notification. The study went far to identify means used to notify citizen about VA and found that 35 (58.33%) of respondents who received notification received it through the announcement speaker, 13 (21.66%) received through traditional way known as *Mbiu*, 6 (10%) received through noticeboard and 5 (8.33%) received through oral information from their local leaders and 1(1.66%) received information through houses of worship. Information on this particular aspect has been presented clearly in Table 4.2.

Table 4.2 Number of people receives VA notification and means of notification

		Means of Notification						Total	%
		Notice board	Oral	Speaker	Mbiu	House of worship	Never received notification		
Received Notification	Yes	6	5	35	13	1	0	60	85.70
	No	0	0	0	0	0	10	10	14.30
Total		6	5	35	13	1	10	70	100

Source: Field data (2016)

4.2.3. Documentation of decision made in VA

The researcher failed to find the Minutes of VA in Akeri Village and the reason given by the Acting VEO of Akeri Village was that, VEO had just been transferred and handover had not yet been done. The researcher took trouble to find those documents at a higher level and it revealed that, the minutes dated, 25/02/2014, 10/04/2014, 22/10/2013, and 25/07/2013 were available in DC. However, in Patandi Village researcher only found the minutes dated 9/7/2012, 25/08/2011, 28/08/2014, which were not kept in a file.

4.2.4. Communication of VA decision to WDC and DC

Through documentary review the study found that the decision of VA was directly communicated to WDC as well as DC by VEOs. The researcher visited the Ward office and sampled few WDC minutes which were well filed and passed through them. It revealed that, the decision of VA was communicated to WDC. Again, she visited to the District Council office and passed through files No. VILLAGE/MER/2011/59 and No. VILLAGE/MER/2011/60 in which it was revealed that, the VA minutes of Akeri and Patandi Villages were available in the District council. Not only that but also she passed through file No. WARD/MER/2011/16 which revealed the minutes of WDC which discussed the VA decision of Akeri and Patandi Villages were also available in Meru DC.

4.3. Level of Citizen Participation in Village Assembly

The second objective of this study was to identify the degree to which people participate in VA. Therefore, this part presents the findings responding to the question ‘What is the level of citizen participation in Village assembly?’ Citizen participation is said to be high if attendance of people in the meetings is high and people are active in

contributing to the discussion as well as there should be sufficient number of meetings held per year as required by the law. Therefore, the study concentrated on finding out the number of people attending the VA, number of people contributing in the discussion and number of meetings held per year.

4.3.1. Attendance in the VA

In finding these facts the study revealed that 25 (35.7%) respondents said they normally attend VA when summoned and 45 (64.3%) respondents said they don't attend the VA. The results are presented clearly in Table 4.3.

Table 4.3 Normally attend the Village Assembly when summoned

Attend VA	Frequency	Valid Percent
Valid Yes	25	35.7
No	45	64.3
Total	70	100.0

Source: Field data (2016)

4.3.2. Contribution in discussion when attending the VA

The study went further to know if citizens who attended the VA were normally contributing in the VA, it was found that 62% of respondents who said they were attending meetings they were not contributing to the discussion while 48% said they contributed to VA. The findings are presented clearly in Table 4.4.

Table 4.4 Contribution in discussion when attending VA

Response	Frequency	Percentage
YES	12	48%
NO	13	62%
TOTAL	25	100%

Source: Field data (2016)

Furthermore, the study strived to find out the frequency of contribution for those who said they contributed (12 people) to VA and it revealed that 5 of them (41.66%) argued they always contributed to the discussion in the VA, 4 (33.33%) of them said sometimes they contributed while 3 (25%) of them said they rarely contributed. These findings are presented clearly presented in Table 4.5.

Table 4.5 Frequency of contribution to the VA attended

Frequency of contributing		No. of respondents	Percent
Valid	Rarely	3	25.00%
	Sometimes	4	33.33%
	Always	5	41.66%
	Total	12	100.0

Source: Field data (2016)

4.3.3 Frequency of conducting VA

When the key informants were asked if the Village Assembly was conducted in the frequency required by the law, 5 (62.5%) respondents reacted never, meaning that in a year it was hard to find VA conducted in all quarters, 2 (25%) responded that sometimes it happens that the VA is held on quarterly basis and 1(12.5%) argued that always the VA is held on quarterly basis as required by the law. These findings are presented in Table 4.6.

Table 4.6: Frequency of conducting VA as required by the law

Responses		Frequency	Valid Percent
Valid	Never	5	62.5
	Sometimes	2	25.0
	Always	1	12.5
	Total	8	100.0

Source: field data (2016)

Furthermore, citizens were asked to state the number of VAs held per year from 2011/2012 to 2015/2016 consecutively. The findings show that majority of respondents said they don't remember and there was only one respondent who said four times only in year 2014/2015. The findings are presented in Table 4.7.

Table 4.7 Number of VA held per year for five year consecutively (between 2011/2012-2015/2016)

Responsible year	Responses	Frequency	Valid Percent
No. of VA held 2011/012	One	4	5.7
	Two	4	5.7
	Three	2	2.9
	Not at all	1	1.4
	I don't remember	59	84.3
No. of VA held 2012/013	One	3	4.3
	Two	5	7.1
	Three	4	5.7
	I don't remember	58	82.9
No. of VA held 2013/2014	One	4	5.7
	Two	9	12.9
	Three	7	10
	Not at all	1	1.4
	I don't remember	49	70
No. of VA held 2014/015	One	5	7.1
	Two	17	24.3
	Three	5	7.1
	Four	1	1.4
	Not at all	3	4.3
	I don't remember	39	55.7
No. of VA held 2015/016	One	6	8.6
	Two	10	14.3
	Three	1	1.4
	Not at all	21	30
	I don't remember	32	45.7

Source: Field data (2016)

4.4. Challenges for citizen participation in Village Assembly

The third objective of this study was to explore challenges that impede the Villagers from participating actively in VA. This section responds to the research question ‘What are the challenges that impede active citizen participation in village assembly?’

4.4.1. Awareness and knowledge of people on VA

Study strived to find out if people were aware of the main decision making body in the Village. It revealed that 32 (45.7%) of respondents said it is a Village Council, 19

(27.1%) said it is Village Assembly, 13 (18.6%) said Ward Development Committee, 6 (8.6%) said it is District Council. Table 4.8 present it clearly.

Table 4.8 The Supreme authority for decision making in Village

Village main decision making body	Frequency	Valid Percent
Village Council	32	45.7
Village assembly	19	27.1
Valid WDC	13	18.6
District Council	6	8.6
Total	70	100.0

Source: field data (2016)

4.4.2. Level of Village Government transparency to their citizen

Also, the study strived to find out the level of Village Government transparency to their citizens. It was revealed that 12 (17.1%) of respondents argued the level of government transparency was very low, 45 (64.3%) said that there was low level of government transparency in their Village, 11 (15.7%) said government transparency level was medium, 1 (1.4%) replied that the government transparency level was high and 1 (1.4%) respondent said she/he didn't know. The findings are illustrated by Table 4.9.

Table 4.9 Level of Village government transparency

Responses	Frequency	Valid Percent
Low	45	64.3
Medium	11	15.7
High	1	1.4
Valid Very low	12	17.1
I don't know	1	1.4
Total	70	100.0

Source: Field data (2016)

4.4.3. Level of government responsiveness to citizen needs and preferences

Furthermore, the respondents were asked to state the level of government responsiveness to their needs and preferences. It was revealed that 40 (57.1%) respondents said there was low government response, 21(30%) said it was medium

level, 2 (2.9%) said there was high level 5(7.1%) said the level was very low and 2 (2.9%) said they didn't know. The results are presented in Table 4.10.

Table 4.10 Level of government response to citizen needs and preferences

Levels of government responsiveness	Frequency	Valid Percent
Low	40	57.1
Medium	21	30.0
High	2	2.9
Valid Very low	5	7.1
I don't know	2	2.9
Total	70	100.0

Source: Field data (2016)

The study went far to find out the extent to which the Local government incorporates citizen's views and preferences in their plans and actions. The findings from key informants revealed that 5 (62.5%) respondents said that the level of incorporating citizen's views to the government plans and actions is very low, 2 (25%) respondents said it is low, and 1 (12.5%) respondents said it is Medium. The results are presented in Table 4.11.

Table 4.11: Extent of incorporating citizen views to LG plans and actions

Response	Frequency	Valid Percent
Very low	5	62.5
Low	2	25.0
Medium	1	12.5
Total	8	100.0

Source: Field data (2016)

Furthermore, the study strived to find out the reasons for low level of incorporating villager's views and preferences to local government plans and actions. It found that the Local government fails to incorporate villager's views and preferences due to mostly inadequacy of finance. The other reasons mentioned were political interferences and irresponsible local leaders. It also revealed through documentary review that Villagers' needs and preferences cost more than available budget; for example the budget

document of the financial year 2016/2017 shows the development budget was estimated at 1.4 billion while the villagers’ needs and preferences in all villages in council amounted to 31.9 billion. The reasons for having low level of incorporating villager’s views and preferences to local government plans and actions as mentioned by interviewees are presented clearly in Table 4.12.

Table 4.12 Reason for low level of incorporating Villagers views in LG plans and action

Responses	Frequency	Valid Percent
Lack of finance	7	87.5
Political interference	1	12.5
Irresponsible local leaders	1	12.5

Source: Field data 2016

The study went far to ask about the degree of funds received by VG from HLLG to implement people’s needs and preferences. The findings which were from key informants revealed that 5 (62.5%) of respondents said the level of funds received was very low and 3 (37.5%) of respondents said the level of funds received by VG from HHLG was low. These findings confirm the above results that villager’s views were not implemented due to inadequacy of funds. These findings are presented clearly in Table 4.13.

Table 4.13 Degree of fund received by VG from HHLG to implement needs and preferences of people

Response	Frequency	Valid Percent
Low	3	37.5
Valid Very low	5	62.5
Total	8	100.0

Source: Field data 2016

4.4.4 Availability of bylaws guiding the VA

The study strived to find out if there were bylaws guiding the VA in two Villages. The findings from key informants revealed that 8 (100%) of interviewees replied that there was availability of bylaws in both Villages. Responses presented clearly in table 4.14.

Table 4.14 Availability of bylaw guiding VA

Response	Frequency	Percent	Valid Percent	Cumulative Percent
Valid Yes	8	100.0	100.0	100.0

Source: Field data 2016

Furthermore interviewees were asked to state the level of adherence to the available bylaw in facilitating VA and it revealed that 62.5% said there was low adherence to available bylaws and 37.5% said it was medium; the responses are presented clearly in Table 4.15.

Table 4.15 Level of abidance of the available bylaw

Level of abidance to bylaw available		Frequency	Valid Percent
Valid	Low	5	62.5
	Medium	3	37.5
	Total	8	100.0

Source: Field data 2016

4.4.5. Major challenges that impede citizen participation in Village Assembly

Respondents were asked to mention the major challenges that impede citizen participation in VA. In exploring the respondent's opinions the five main challenges were mentioned through questionnaires. Table 4.16 present the responses from the respondents.

Table 4.16 Major challenges impede citizen participation in Village Assembly

	Challenges	Frequency	Valid Percent
1	Lack of government transparency	40	57.1
2	Low government responsiveness	45	64.3
3	Lack of knowledge and awareness on VA	17	24.3
4	Lack of time (busy)	21	30.0
5	Lack or unclear VA timetable	23	32.9

Source: Field data 2016

4.5. Means of enhancing citizen participation in Village Assembly

The fourth objective was to identify means of enhancing citizen participation in Village Assembly. This section responded to the research question 'What means will be useful to enhance citizen participation in village assembly?'

4.5.1. Suggested means of enhancing citizen participation in response to literature review

In responding to research question researcher suggested three means of enhancing citizen participation in VA in response to the literature reviewed. Therefore the respondents were asked to agree or to disagree on the suggested means of enhancing citizen participation. It revealed that more than 90% of respondents agreed on suggested means. This is presented clearly in Table 4.17.

Table 4.17 Means of enhancing citizen participation in VA

Means of enhancing citizen participation in VA	Response	Frequency	Valid Percent
Enhance Government response to citizen needs	Yes	69	98.6
	No	1	1.4
Enhance Government transparency	Yes	69	98.6
	No	1	1.4
Enhance citizen knowledge and awareness on VA	Yes	65	92.9
	No	1	1.4

Source: Field data 2016

4.5.2. Other means of enhancing citizen participation

Furthermore, the respondents were asked to mention other means that will be useful to enhance citizen participation in VA. In exploring the respondent's opinions four other means of enhancing citizen participation were mentioned by residents through questionnaire. The findings revealed that 9 (12.9%) of the respondents argued that leaders should encourage citizens to participate in VA, 29 (41.4%) said VA timetable should be known earlier to citizens, 25 (35.7%) respond irresponsible leaders should be held accountable, 10 (14.3%) said LLLG leaders should be motivated, 18 (25.7%) react that the suggested means (from literature review) will be enough to enhance citizen participation in VA. Table 4.18 present the findings clearly.

Table 4.18 Other means of enhancing citizen participation

Response		Frequency	Valid Percentage
Valid	Leaders encourage citizen to participate	9	12.9
	Earlier known VA timetable	29	41.4
	Irresponsible leaders should be held accountable	25	35.7
	Motivation to LLLG Leaders	10	14.3
	Above strategies are enough	18	25.7

Source: Field data 2016

In addition, key informants were also asked to mention other means of enhancing citizen participation apart from the suggested means in response to literature review. The findings revealed that 4 (50%) respondents said working condition to VG should be improved, 3 (37.5%) respondents said improve means of making irresponsible local leaders accountable, 7 (87.5%) respondents said increase motivation to Village leaders. The results are presented in Table 4.19.

Table 4.19 Other means of enhancing Citizen Participation mentioned by key informants

Mentioned means		Frequency	Valid Percent
Valid	Improve working condition to VG	4	50.0
	Improve means of making Local leaders accountable	3	37.5
	Increase motivation to Village leaders	7	87.5

Source: field data 2016

CHAPTER FIVE

DISCUSSION OF FINDINGS

5.0 Introduction

This chapter organises the discussions of the findings from the analysed data. It tells the meaning of the data presented as well as its relationship between the reality and findings of others studies likewise the literature reviewed. The discussion focuses on answering the research questions in order to meet the specific objectives of the study.

5.1 Process of Citizen Participation in Village Assembly

The first objective of this study was to explore the process of citizen participation in VA. Discussion of findings in this section was guided by the research question ‘What is the process of citizen participation in Village Assembly.’

5.1.1 Village Assembly timetable

According to literature review above after approval by Village Council, the VA timetable has to be posted to the public noticeboard to be known by the Villagers. The findings presented in part 4.2.1 above show that, Akeri Village had no VA time table while in Patandi Village the VA time table was available; however, it was outdated as shown in Figure 4.5 above. In addition, the time table of Patandi Village was placed on noticeboard inside the Ward office as one of the government officials found at Ward office reported that ‘...*the timetable for statutory meetings was made for office use that is why they were not put on public noticeboards...*’

This denotes that local leaders don’t have tendency to schedule the VA timetable in every year and the available one was not known to the public as the procedure requires. Therefore, it indicates that local leaders in Akeri and Patandi Villages are either irresponsible leaders or they don’t have enough knowledge and awareness on process of conducting VA. Failure of VA timetable to be known by citizen also implies discouragement and even prevents citizen participation in VA. Robert (2003) support this when he affirms that public officials and political leaders are in position to invite direct citizen participation and include citizen’s decision but also can discourage or

prevent it in the execution of their duties. Concurrently, Jakarta (2008) argued that without transparency, citizen participation is poorly informed and less effective.

5.1.2. Village Assembly notification

The literature review above shows that, prior notice to Villagers about VA has to be provided in advance as one of the processes of conducting the VA. The results presented in Table 4.2 denote that majority of people (85.7%) receive notification concerning the VA when summoned. They mainly receive this notification in advance through announcement speakers and traditional methods known as 'Mbiu.' Mwakapenda and Mosha (2008) made clear that prior notice of VA has to be provided to citizens seven days before. Prior notification is very important for citizens to participate in meetings as supported by Ghatak (1999), who asserted that normally in West Bengal the Village Council announces the meeting dates of a particular constituency seven days in advance. Conversely, some respondents reported that *'...we used to receive this prior notice in two to three days before the meetings í ø*

This implies that, prior notice was provided to Villagers following the procedures of VA. However, the notice was provided within a short time as reported which also implies people were not given enough time to prepare themselves before gathering therefore limit their participation in meetings.

5.1.3. Documentation of decision made in VA

According to GN No. 451 of 1995 the decision of VA has to be documented. Part 4.2.3 above shows that, minutes of VA in Patandi Village was in place and the minutes of Akeri Village were not in VG office as acting VEO of Akeri Village reported that *'...I cannot find those documents in the Village office since VEO has not yet handed over the office when he transferred to another Village cpf"K"jcxgpøv"uggp"vjg"XC"okpwwgu"kp" the office...ø*

However, the researcher found the minutes in HLLG. This denoted that documentation of the VA decision was done as required although the number of minutes found was low. Thus, failure to find VA minutes in Akeri Village and availability of only 03 minutes which were not filed at Patandi Village implies poor keeping of the VA

documents which may result in discouraging or limiting citizens to make follow up on implementation of their decisions as the documents may easily be lost.

Another implication of a small number of minutes available is that, there were few meetings held, therefore VAs were not held frequently as required by the law. This is supported by the statement made by VEO of Patandi that '*...in the year 2014/2015 they held only one meeting because there was the election case proceeding in court which concerned Patandi Village Chairperson í ø*. Documentation of the decisions made in meetings is of paramount importance as supported by Ghatak (1999) that the village level workers in West Bengal attend the meetings and note down the details of the deliberations.

5.1.4. Communication of VA decisions to WDC and DC

The findings presented in part 4.2.4 above show that the decisions of VA were communicated to WDC then sent to District Council to be known by Council decision makers for their actions. This implies that communication of VA decisions to higher authority was done as the process requires. Availability of VA decisions in HLLG enabled the bureaucrat and higher authority decision makers to be aware of the needs and preferences of their citizen. Local Government Act No.7 of 1982 also obliged District Councils to ensure democratic participation of people in decision making. Therefore, communication of VA minutes to HLLG enabled them to make follow up and ensure democratic participation of their people in decision making as the law requires.

The General incentive model laid the idea that individuals are believed to become politically active in response to incentives of various kinds. For some people the political process itself is interesting and stimulating regardless of the outcomes or goals. Therefore, the political process itself can be a motive enough for some people to participate. The tendency of local leaders of not scheduling the VA timetable discourages and limits citizen participation. Also, poor keeping of the VA documents may result in discouraging or limiting citizen to make follow up on implementation of their decisions hence citizen will be less informed and therefore inactive in meetings. Again, when prior notice is provided few days before could limit people from properly preparing themselves and even spare time for participating in meetings. Following the

idea of this model, the process of Village assembly has to be well organised to motivate citizen participation.

5.2. Level of Citizen Participation in Village Assembly

The second objective of this study was to identify the level to which people participate in VA. Therefore, this part discusses the findings responding to the question ‘What is the level of citizen participation in Village Assembly?’ Citizen participation is said to be high if attendance of people in the meetings is high and people are active in contributing to the discussions as well as when local leaders convene sufficient number of meetings as required by the law in which citizens will get chance to directly participate in decision making.

Therefore, in identifying the level of citizen participation in VA the study concentrated on finding out the number of people attending the VA, number of people contributing in the meetings and number of meetings held per year. This was done because citizen participation refers to the involvement of the public in the process of decision making directly or indirectly (Stewart, 1995). Direct citizen participation is the concern of this study. One of the structures and mechanisms for direct citizen participation placed by the government of Tanzania is the Village Assembly. Sec 105(2) of Local government Act of No. 7 1982 (R.E. 2002) requires the Village assembly to be held in every three months and Sec 55 puts it clear that every Village Assembly shall consists of every person who is ordinary resident in the Village and who has attained the apparent age of eighteen years. Therefore, citizens will directly participate in the process of decision making when they attend and contribute to the VA.

5.2.1. Attendance in the VA

The findings presented in Table 4.3 show that, only 25 (35.7%) respondents normally attend VA. This implies that only little number of citizens attends the VA; therefore, there is poor citizen participation. Gaventa and Valderrama (1999) asserted that direct citizen participation occurs where citizens individually or in various forms of self-organisation are actively engaged in the decision-making processes on matters affecting them. In line with this, Arnstein (1969) emphasises that power and decision making are central to the concept of direct citizen participation whereby direct participation

requires power sharing among the citizens and public officials. Therefore, people are expected to articulate their views, opinions, needs and preferences during the VA discussions; conversely, low attendance of people in the meetings denotes low citizen participation which provides room for public officials to decide on behalf of people.

5.2.2. Contribution in discussion when attending the VA

Table 4.4 show that, 13 (62%) respondents who said they attend meetings do not contribute to the discussions while only 12 (48%) respondents who said they attend the VA contribute the discussions. According to Stewart (1995), citizens are entitled to know the policies of the authority, decisions of the authority and the reason for policies. Also, to debate and discuss the issue that the local council is considering, to have their voice heard, take part in decision making, mould the work of the council, and judge the work of their council (ibid). Active citizen participation in VA provides chance for all these to happen, therefore citizens have to provide their views, articulate their needs and preferences as well as question the action and inactions of their local leaders, during the VA discussions. However, the findings denote that majority of citizens don't speak out their views, needs and preferences during the VA. Some respondents were heard complaining that '*...some citizens used to speak their views and needs out of the meetings* .000

The study strived to find out the frequency of contribution for 12 (48%) respondents who said they contribute to the discussion. The findings presented in Table 4.5 denote that, 5 (41.66%) of them always contributes in the discussions in VA, 4 (33.33%) of them said sometimes they contribute in the discussion while 3 (25%) of them said they rarely contributed. This presentation affirms that for 25 (35.7%) respondents who attend the VA only 5 of them always contributed in the discussion which denotes that majority of citizens were not active in the meetings, they were just listeners. Therefore, it implies that, VA discussion was dominated by few and hence decisions contained the views, preferences and needs of the few. Some of respondents were heard saying '*the meetings could pqv"dg"ghhgevkxg"kh" í people would not attend the meeting because they always speak and challenge the leaders..000*

5.2.3 Frequency of conducting VA

According to local government Act No. 7 of 1982 Sec 105(2), Village assembly is required to be held in every three months. The findings in Table 4.6 asserted that VAs in Patandi and Akeri Villages were not conducted in the frequency required by law. This denotes that VAs were not conducted in quarterly basis as some of interviewee reported ‘...most of time the meetings were postponed because of failure to meet the quorum of the meetings due to poor attendance in VA í ø Furthermore, when citizens were asked on the numbers of VAs held per year in five consecutive years (2011/2012 to 2015/2016) the results which are presented in Table 4.7 denote that majority of respondents don’t remember how many times the VAs were held per year and those who remember only one respondent said four times in year 2014/2015. Direct citizen participation is expected to happen in VA discussion therefore failure to convene the meetings means citizens will not have chance to directly participate in decision making. For that reason, citizen participation in Patandi and Akeri Villages is also limited by few number of VA held per year.

The discussion in part 5.2 affirms that in Patandi and Akeri Villages the level of citizen participation in VA is low and therefore gives chance to those in power (leaders and government officials) to provide services to the people not for the people. Local Authority is supposed to act in public interest but there is a wider public interest in the stake hence it has to identify the priorities of the community for effective service delivery, without citizen participation in decision making Local Authorities cannot be able identify priorities and needs of people. Robert (2004) asserted that, development of community will be easily achieved when citizens are viewed as an integral part of the governance process and their active involvement is considered essential in the substantive decisions facing a community.

The findings of this part is in line with the study made by Muriu (2013) on citizen participation in service delivery projects in Kenya who affirmed that there is low citizen participation in that project. It is also supported by Nyamanga’s (2013) study on citizen participation in public meetings which revealed that the level of citizen participation in public meetings is very low.

5.3 Challenges for citizen participation in Village Assembly

The third objective of this study was to explore challenges that impede the Villagers from participating actively in VA. This section responds to the research question ‘what are the challenges impeding active citizen participation in village assembly?’

To respond to this question the study concentrated on finding out knowledge and awareness of people on VA, level of Village Government transparency to their citizens, level of government responsiveness to citizen’s needs and preferences. In addition, respondents were asked to mention the main challenges that impede them from participating in VA.

5.3.1 Awareness and knowledge of people on VA

The findings presented in Table 4.8 show that only 27.10% of respondents were aware that VA is the supreme authority for decision making in Village despite the fact that Article 146 (1) of CURT transferred the decision making authority to the people as well as Sec 146 of Local government Act No 7 of 1982 (R.E 2002) stipulates that Village Assembly is the supreme authority on all matters of general decision and policy making in relation to affairs of people in responsible Village. However, majority of respondents (45.7%) as also presented in Table 4.8 know that the Village council is the supreme decision maker in Village. This implies that majority of citizen are still not aware of the power given to them by the law. Some of respondents were heard saying *‘development of this village is upon the decision of Village government council ...’* It indicates that, citizens still don’t know that they are the supreme decision makers on the matters that affect them at the Village level hence this ignorance impedes their participation in VA. It was also supported by statement of some of respondents who were heard saying, *‘we attend the VA in order to listen to the development plan made by VG as well as to receive orders and directions responding to decisions made by our ngcfgtu í ø* This denotes that some Villagers are not aware the VA is an arena for them to articulate their needs and preferences as well as decide on their development. The study made by Kariuki (2014) supports this when it affirms that people in rural communities have inadequate understanding of community participation thus it

influences their aptitude to participate in development programmes. Again the findings by Kilewo and Frumence (2015) correspond this finding.

5.3.2. Level of Village Government transparency to their citizen

The findings presented in Table 4.9 show that majority of respondents (64.3%) said there is low level of government transparency in their village. In addition, 17.1% said the level is very low. This means that there is low government transparency in Patandi and Akeri Villages; therefore, people are not aware of the matters going on in their government thus this situation limits and discourages people from participating actively in VA. According to GN No. 451 of 1995 Village revenue and expenditure is the common agenda in every VA. However, some respondents were heard complaining that *local leaders are mainly not open on Village revenue and expenditure therefore they avoid summoning the VA.* This denotes that local leaders are not willing to provide necessary information to citizens and therefore hinder citizens from questioning them on their actions and inactions. As Gaventa and Valderrama (1999) argued, lack of political will to central and local leaders will hinder citizen participation at local level. In addition, Hodar and Zakharchenko (2002) put it clear that, without information citizen participation is almost unattainable. In line with these findings the study made by Kilewo and Frumence (2015) also found that factors that hinder community participation included poor communication and information sharing.

5.3.3. Level of government responsiveness to citizen needs and preferences

The findings presented in Table 4.10 denoted that, there is low level of government response to citizen needs and preferences as majority of respondents (57.10%) reported on it. From general incentive model individuals are believed to become politically active in response to incentives of various kinds. The selective incentives for understanding why some people become active in politics are of three types which includes outcome (Seyd & Whitely, 1992). Outcome incentives refer to motives concerned with achieving certain goal in political process (ibid). Therefore, people expected Local government to respond to their needs and preferences rose through VA, low government responsiveness to citizen needs implies discouraging them from participating in VA. Some respondents were heard complaining ‘...vjg{“fqpøv”cvvgpf”

the meetings since most of the decisions made are not korngogpvgf í ø As Hodar and Zakharchenko (2002) argued, people will actively participate in addressing the issues if it will directly affect them or they will benefit from it. Bagenda (2007) affirms that, effective participation aims at ‘participation as an end’ to empower the community members to take charge of their own development decision.

The study went far to find out the extent to which the Local government incorporates citizen views and preferences in their plans and actions. The findings presented in Table 4.11 denote that the level of incorporating people’s views and preferences is very low as 62.5% of respondents said it is very low and 25% said it is low. It affirms that, most of citizens’ needs and preferences are not incorporated in LG plans and actions and therefore this denotes low government responsiveness. Again the study strived to find out the reasons for low level of incorporating villager’s views and preferences to local government plans and actions. It found that Local government fails to incorporate villager’s views and preferences mostly due to inadequacy of finance as it is presented in Table 4.12 above. One of interviewee also said that ‘...we have a challenge of developing budget in response to the ceiling received from the central government which is very low compared to the needs and preferences of people í’ This is concluded by the findings presented in Table 4.13 which show that, 62.5% of interviewees said VG receives very low funds from HLLG to implement people’s needs and preferences. Therefore, shortage finance results in failure of government to respond to people’s needs and preferences. This discourages citizen from participating effectively in VA. In line with these findings is the study made by Kilewo and Frumence (2015) who found that factors that hinder community participation include lack of financial resources for implementing agreed activities.

All together affirm that government response to citizen needs and preferences rose during VA is low which discourages citizen to participate effectively in VA and see that attending to village assembly is just wastage of time.

5.3.4 Bylaw guiding the VA

According to civic voluntarism model people may not participate in political activity because they lack resources. Citizen participation can be affected by lack of resources

that include legal framework. Availability of bylaws to enforce citizen participation is a useful tool to enhance citizen participation in VA. Table 4.14 presented above show that 100% of interviewees agreed that the two Villages had bylaws guiding the VA. However, having bylaw is one thing but abiding by it is another important thing in enhancing citizen participation. Table 4.15 shows that majority of interviewees (62.5%) said that the level of adherence to the available bylaw is low. In addition, some of interviewees reported that ‘...*the available bylaws mostly try to bind citizens to attend the meetings but do not bind local leaders to conduct meetings as required by the municipality*’ These findings imply that the available bylaw has been quite unsuccessful to enhance citizen participation due to mostly non implementation of it and it does not bind local leaders to convene the meetings as required. Nyamanga (2013) in his study found that, the level of citizen participation in public meetings is very low and one of the challenges for citizen’s participation in public meetings is lack of legal support.

5.3.5 Major challenges impeding citizen participation in Village Assembly

The findings presented in Table 4.16 show that, the major challenges impeding the Villagers to actively participate in village assembly as mentioned by respondents include;

5.3.5.1 Low government responsiveness and transparency

Regarding this challenge, 64.30% of respondents mention low government response to citizen needs and preferences and 57.10% mention lack of government transparency. Most of respondents heard to complain that ‘...*it does not give meanings to attend the VA as most of decision (views and preferences) made are not implemented...*’ Again, the findings presented in Table 4.9 and Figure 4.12 support that, there is low level of government transparency. This implies that citizens do not participate actively in VAs mainly due to lack of incentive to participate as their views and preferences (decision) are mostly not implemented and there is lack of necessary information. Therefore, government transparency and responsiveness are vital in ensuring direct citizen participation. As Hodar and Zakharchenko (2002) argued that people will actively participate on an issue if it will directly affect them or they will benefit from it and without information citizen participation is almost unattainable. Concurrently, Jakarta

(2008) affirmed that, government actors need to open up for more transparent and responsive decision-making, without transparency citizen participation is poorly informed and less effective.

5.3.5.2 Lack or unclear VA time table and lack of time to participate.

In this case, 32.90% of respondents mentioned lack or unclear VA time table while 30% mentioned lack of time to participate. This implies that in this villages VA timetable is not known by citizen and some people are busy with their private activities in finding daily bread therefore fail to participate in VA. Having VA timetable helps citizen to schedule their activities and spare time for attending the VA. Also, availability of VA timetable helps an individual to have a feeling of obligation to participate. However, local leaders in Patandi and Akeri Villages failed to facilitate VA due to failure to design the VA timetable and make it known by citizens. Again, Civic Voluntarism Model puts it clear that people may not participate in political activity because they lack resources, because they lack psychological engagement, and because of lack or poor facilitation. In this model the resource aspect defined in terms of time, money and civic skill (Verba & Nie, 1972).

All together, these findings affirm that challenges for citizen include poor government response to citizens' needs and preferences agreed during VA, lack of government transparency, lack or unclear VA timetable, lack of time to participate, lack of enough knowledge and awareness of citizen on VA as well as unfair and somewhat non implementation of the available bylaw guiding VA. These challenges include those suggested in response to literature review and those mentioned by respondents.

5.4 Means of enhancing citizen participation in Village Assembly

The fourth objective was to identify the means of enhancing citizen participation in Village Assembly. The discussion of this section based on responding to the research question 'What means will be useful to enhance citizen participation in village assembly?'

5.4.1 Means of enhancing citizen participation in response to literature review

The findings presented in Table 4.17 show that more than 90% agreed on suggested means of enhancing citizen participation in VA in response to literature reviews as follows:

5.4.1.1 Increasing government responsiveness

Majority of respondents agreed that enhancing government responsiveness to citizens' needs and preferences agreed during the VA will encourage citizens to attend the meetings and speak out their views and needs. This implies that, citizens are motivated by the outcome of their participation and get discouraged if their participation does not give any effects in their affairs. The general incentive model puts it clear that citizens need incentives to participate in politics and the incentives include the outcome of their participation. Cheema (2007) affirms that, citizens are more likely to actively participate in the local political process where that local government is making decisions in response to citizens' needs and preferences. This is also supported by the discussion and the direct statement of citizens reported in part 5.3.5 above.

5.4.1.2 Enhancing citizens' knowledge and awareness on VA

Majority of respondents agreed that, enhancing citizen knowledge and awareness on participating in VA will increase their participation. This implies that the government has to increase awareness campaigns on citizens' participation so that people can be aware of the benefits of participation as well as their right and obligation. As it has been seen in the findings presented in part 4.4.1 above that majority of respondents are still not aware that they are the supreme decision makers in Village level. This suggested means corresponds with findings by Massoi and Norman (2009) that, in order to improve community involvement in planning process, the government should frequently train MEOs and Mitaa residents on the same.

5.4.1.3 Enhancing government transparency

Again, majority of respondents agreed that citizen participation will be enhanced if the government will increase the level of transparency to his citizens. This indicates that citizens require necessary information for them to participate actively in VA. In line with this findings Ali (2013) affirmed that members of the public require access to

information for them to participate in decision making and enforcement of it. In addition, Ali as quoted in Susan et al (1996), said access to information is the cornerstone of effective public participation at all levels of decision-making. Therefore, lack of enough information will impede citizens from contributing in the discussions and even discourage them from attending the meetings.

5.4.2 Other means of enhancing citizen participation

Apart from suggested means of enhancing citizen participation in response to literature review, other means have been mentioned by respondents according to their knowledge and experience as presented in Table 4.18 and 4.19. The mentioned means are as follows:

5.4.2.1 Encourage citizens to participate in VA

Regarding this aspect, 12.9% of respondents (citizen) argued that local leaders have to encourage citizens to participate in VA. According to Robert (2003) local leaders are in position to encourage or discourage direct citizen participation in the execution of their duties. This indicates that to enhance citizen participation in VA, leaders have to find means of motivating people to participate such as providing notice on time, scheduling the meeting in reasonable time and venue, being open to their actions and other actions they think will stimulate people to participate. Civic voluntarism model is in line with this means of enhancing citizen participation when it put clear that people may not participate in decision making process because they lack resources, because they lack psychological engagement, and because of lack or poor facilitation. As Kariuki (2014) asserted that different individuals in the same community may have different interests and may not necessarily want to participate in development projects. Mobilisation models support this when they emphasise that individuals participate in response to opportunities available within their environment and to stimuli from other people (Verba, Schlozman & Brady, 1995).

5.4.2.2 VA time table be known earlier to citizen

In respect of this means, 41.4% of respondents (citizen) said if VA time table is earlier known to citizen their participation will increase. As civic voluntarism model puts it clear, people may not participate in decision making process because they lack

resources. This implies that time is a very important resource for direct citizen participation therefore if the time table of VAs is known earlier to citizens they will manage to schedule their duties and spare time for participating in meetings hence increase their participation.

5.4.2.3 Accountability to irresponsible local leaders

On this point, 35.7% citizen respondents and 37.5% of key informants said increasing accountability to irresponsible leaders will enhance citizen participation. This implies that sometimes local leaders are not performing their duties as required which results in hindering citizen participation. Part 4.3.3 above presented the findings which show that VAs are not summoned on quarterly basis as required by the law which indicates that local leaders haven't fulfilled their responsibilities hence limiting citizen participation. This indicates that if means of holding them accountable will be improved they will perform their duties as required and citizen participation will increase.

5.4.2.4 Motivation to local leaders

In this aspect, 14.3% of citizen respondents and 87.5% of key informants said if motivation to local leaders will be improved then citizen participation will be enhanced. This implies that if leaders will be motivated they will properly perform their duties such as properly scheduling VA timetables, documentation of decision made in VA, and convening the meetings as required by the law as a result they will effectively engage people in decision making process. For example in Tanzania Village, chairpersons are responsible for convening the VA but unfortunately their payments are not guaranteed. This demotivates them from performing their duties hence it disrupts citizen participation.

5.4.2.5 Improve working condition to VG

Regarding this aspect, 50% of key informants said that if the working condition at Village level will be improved then citizen participation will be enhanced. This implies that bad working condition at Village level contributes to poor citizen participation in VA. Therefore, improving it will enhance citizen participation in VA. Some respondents reported that '*...there is a great problem of finance in VG which results in shortage of working tools and sometimes VG officials buy office stationery using*

money from their pockets...' this demotivates and impede officials to perform their duties properly. For example documentation of VA decision needs buying stationery as well as providing prior notice on VA needs money for announcements.

CHAPTER SIX

SUMMARY, POLICY IMPLICATIONS, RECOMMENDATIONS AND CONCLUSIONS,

6.0 Introduction

This chapter is concerned with the summary of the study, conclusions, recommendations and policy implications following the findings presented and discussed above.

6.1 Summary

The main objective of the study was to identify factors affecting citizen participation in Village Assembly. The study was guided by the following research questions: What is the process of citizen participation in village assembly? What is the level of citizen participation in Village assembly? What are the challenges impeding active citizen participation in village assembly? What means will be useful to enhance citizen participation in village assembly?

The study applied a case study design whereby Meru District Council was used as a study case. The study was guided by Arnstein model of citizen participation, Civic Voluntarism model and General incentive model. The data was collected from 78 respondents whereby 70 were citizens and 8 were key informants that included the staff of Meru district council and political leaders. The instruments of data collection were questionnaire and interview. The data collected were analysed using descriptive statistics and presented using tables and charts.

The findings affirm that;

- i. Akeri and Patandi failed to schedule VA timetable as well as they poorly kept the VA documents contrary to the required process.
- ii. Generally, level of citizen participation in VA is low.
- iii. The challenges of citizen participation in VA include poor government response to citizens' needs and preferences agreed during VA, lack of government transparency, lack or unclear VA timetable, lack of time to participate, lack of enough knowledge and awareness of citizen on VA as well as unfair and somewhat poor implementation of the available laws guiding VA.

- iv. The means that will help to enhance citizen participation in VA include: enhancing government responsiveness to citizens' needs and preferences agreed during the VA, enhancing citizens' knowledge and awareness on VA, enhancing government transparency, leaders should encourage citizens to participate in VA, VA time table to be known earlier to citizens, improve means of making irresponsible local leaders accountable, providing motivation to local leaders and improving working condition to VG.

6.2. Policy implications and recommendations

6.2.1. Policy implications

The Village Assemblies are statutory meetings and it is a supreme decision making body at the Village level. Therefore, low level of citizen participation in VA has a lot of implications, it has to be understood that, citizen participation is a cornerstone of local governance and it is one of the principles of good governance. It is a means through which democratic character and political processes such as elections, accountability, transparency and transmission of information between citizen and decision makers are facilitated (Warioba, 2012). Therefore, poor citizen participation results in poor public service delivery. Ghatak (1999) asserted that, poor functioning of local public services in India relates to the centralised and non-participatory nature of their management. On that basis poor citizen participation on VA implies;

- i. Lack of accountability to local leaders as VA is the arena where people can question their local leaders and make them accountable.
- ii. Unresponsive government; responsive government has to collect people's views and needs so as to work on it and VA is the place where people's views and needs can be collected.
- iii. Lack of transparency and sharing of information between citizen and government officials. VA is a place where the government and citizens can communicate and share necessary information such as village revenues and expenditures.
- iv. Lack of accountability, lack of transparency, and unresponsive government result in lack of good governance.

- v. Generally, lack of good governance result in poor service delivery to the citizen.
- vi. Poor implementation of decentralisation policy.

6.2.2. Recommendations

6.2.2.1 Increased effort to ensure effective citizen participation

Based on the research findings the researcher recommends on increased effort to ensure effective citizen participation in Village Assembly for the government to provide services for the people and not to the people as it is. Therefore, to restore the situation the followings have to be done;

- i. There should be the strategies and mechanisms to ensure that VG raises its revenue collection together with increasing efforts of enhancing financial decentralisation to LLLG. Increase in finance at VG will help the governments to easily respond to the needs and preferences of people and improve working conditions of VG.
- ii. Improve adherence to the available law. There should be effective law enforcement tools to ensure that local leaders convene the VAs in the frequency required by the law and the process of VA in Tanzania should be adhered to encourage citizen participation.
- iii. More efforts are needed on the implementation of decentralisation by devolution policy especially on financial and political decentralisation.
- iv. Government transparency has to be increased and citizens should be given necessary information.
- v. Village leaders have to be motivated; for example Village chairpersons should be assured on getting allowances as the government does to councilors.
- vi. More effort is needed to enhance citizen's knowledge and awareness on VA.
- vii. More effort is needed to ensure that VA process is adhered to. For example, availability or earlier known of VA timetable and proper documentation of VA decision.

6.2.2.2. Recommendation for further research

This study was carried out only in a two Villages out of 12,545 Villages available in Tanzania mainland. Therefore, there is a need for a broader study to be conducted in the country in order to compare the findings and getting more strategies as well as means to restore the situation and save the community.

6.3. Conclusion

Tanzania has Law and policy for citizen participation. However, having laws and policies is one thing but enforcing it is another important aspect. Therefore, to have effective citizen participation the government actors need to open up for more effective adherence to available laws and policies, transparency, accountability and responsiveness. Without transparency, citizen participation is poorly informed and less effective, without accountability, those in positions of power can ignore the will of the people and without government responsiveness citizens cannot see the benefit of their participation in decision making hence get discouraged. By demanding responsiveness to social and economic needs, citizens can have a real and tangible impact on local government performance hence quality public services.

Again, effective citizen participation needs LGAs that have capacity to ensure citizen participation (capable human resource and financial capacity), authority (legal authority) and willingness to promote citizen participation in decision making. On the other hand, citizens need to be willing to participate, have capacity to raise local voice (example having enough civic education) and have authority to participate (legal authority, governance system that allow local voice). Public participation is a means through which democratic character, political processes and transmission of information between citizens and decision makers are facilitated. It is a cornerstone of local governance and therefore it is important for the development of the country. On that foundation, there is a need for more effort to ensure effective citizen participation in order for the government to provide services for the people. The findings above will be a useful base to enhance effective citizen participation in Tanzania.

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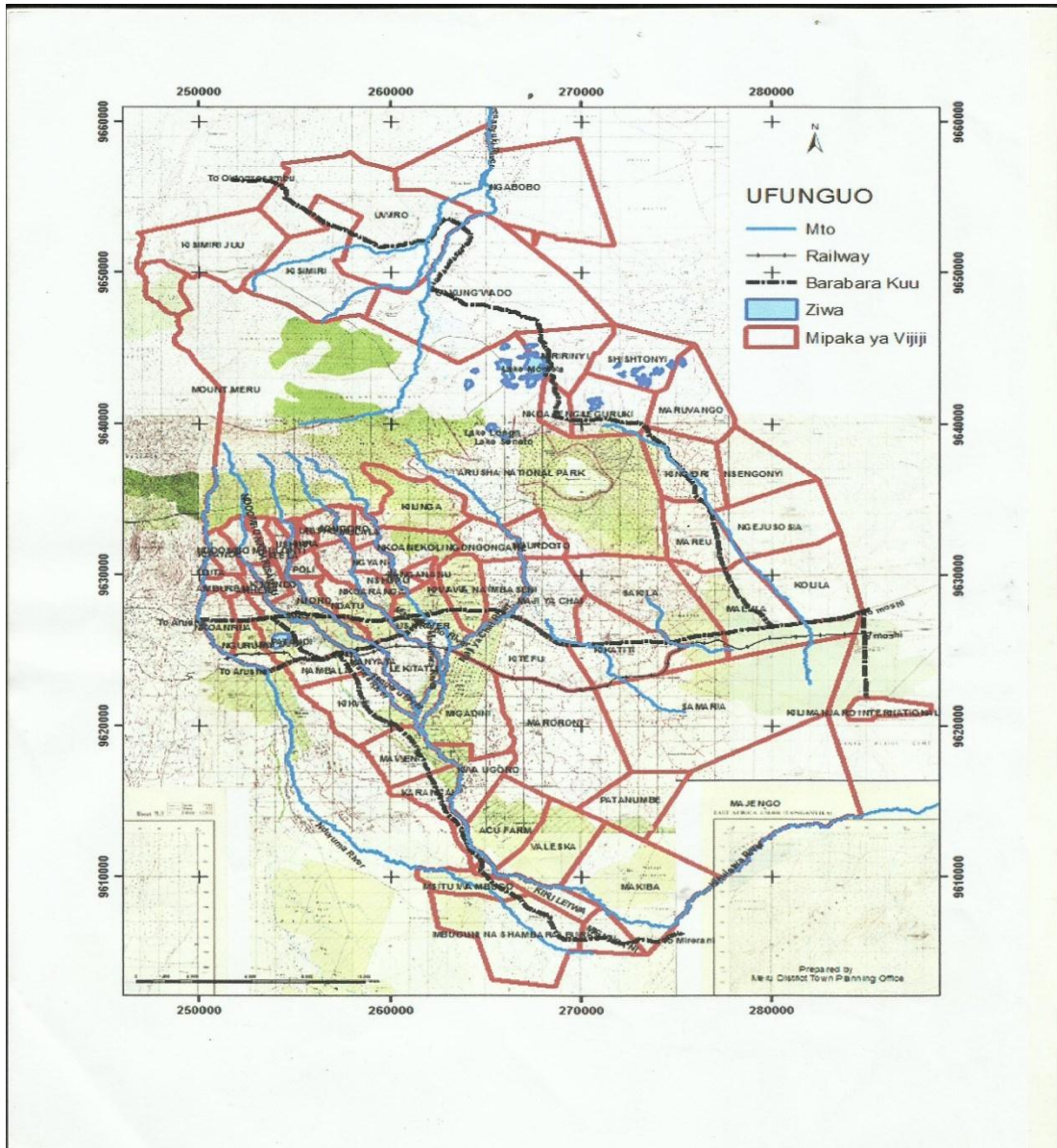
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APPENDICES

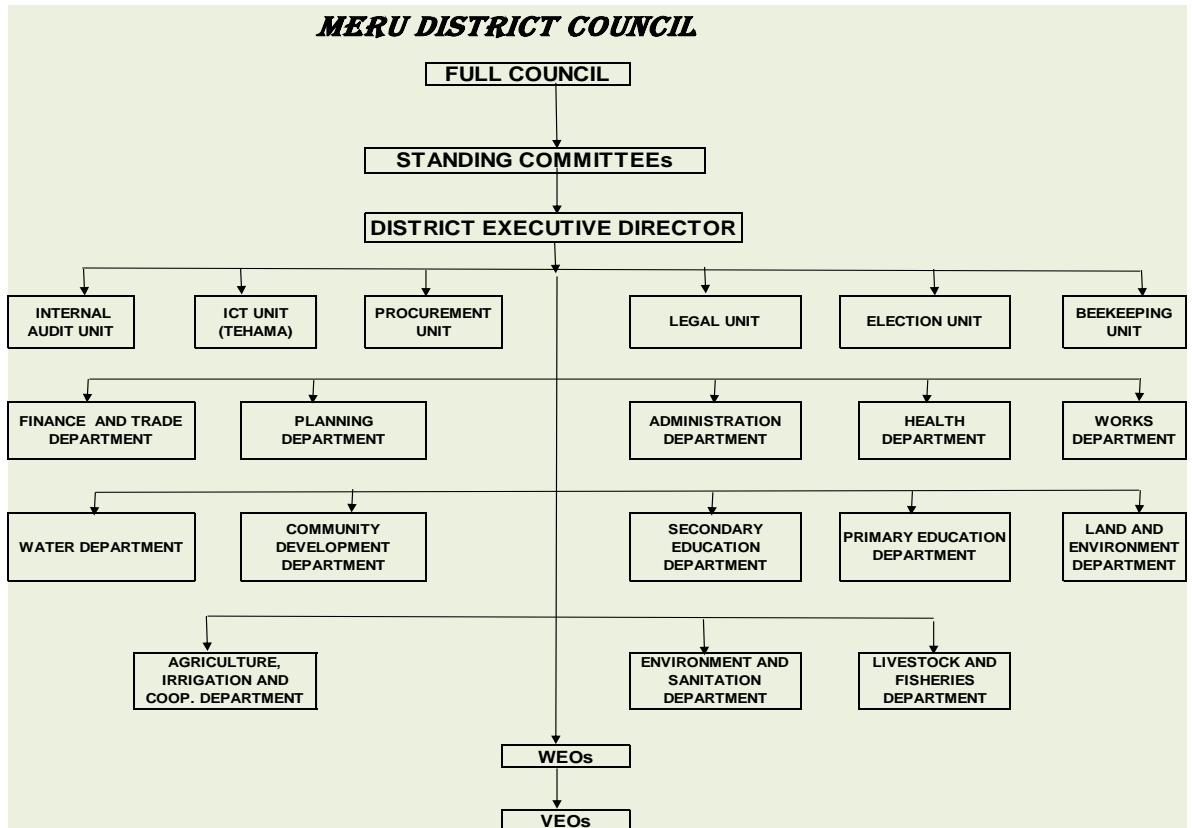
APPENDIX I

Map of Meru District Council



Source: Meru DC office

Organisation Structure of Meru DC



Research Questionnaire for Citizen

Introduction

Dear respondent,

I am Zaituni Msofe, a master degree student in Mzumbe University of Morogoro. Currently am doing a study about factors affecting citizen participation in Village assembly in Patandi and Akeri Villages at Meru District council as part of the requirement for completion of my studies.

This research questionnaire has been prepared by the researcher to gather information regarding citizen participation in village assembly. The study is for purely academic purposes. You are hereby assured that your identity and the information you provide will be kept confidential.

Instructions: Do not write your name anywhere in this questionnaire.

Please tick the appropriate answer whenever there are multiple choices.

SECTION A: CHARACTERISTICS OF RESPONDENT

1. Gender

a) Male []

b) Female []

2. Age

a) 18-30 []

b) 31-40 []

c) 41-50 []

d) 51 and above []

3. What is your level of education?

a) Primary school education. []

b) Secondary school education. []

c) Bachelor Degree and above. []

d) No school. []

4. Occupation

- a) Farmer. []
- b) Employed. []
- c) Business/self-employed []
- d) Others (Please, specify).....

5. Which Village do you reside

- a). Patandi b). Akeri

SECTION B: PROCESS OF CITIZEN PARTICIPATION IN VILLAGE ASSEMBLY

6. Do you normally receive notification of Village Assembly when summoned?

- Yes [] No []

7. If yes which means are mainly used by your Village government to notify citizen about Village Assembly?

- a). Noticeboards. []
- b). Oral information from leaders. []
- c). Announcement using speaker. []
- d). Media (radio, TV, local newspaper). []
- e). Others. Specify.....

8. Who is responsible person for convening the meeting?

- a). Village chairperson. []
- b). Village executive officer. []
- c). Ward executive officer. []
- d). I don't know. []
- e) Others. Specify.....

9. According to the local government laws and regulation the Village assembly should be held in what interval of time?

- a). Every month. []
- b). Every three months. []
- c). Every year. []

- d). I don't know. []
- e) Others. Specify.....

SECTION C: CITIZEN PARTICIPATION

10a. Attends the Village Assembly when summoned?

Yes [] No []

10b. In the following years how many times the Village Government conducted the Village Assembly?

2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
1 []	1 []	1 []	1 []	1 []
2 []	2 []	2 []	2 []	2 []
3 []	3 []	3 []	3 []	3 []
4 []	4 []	4 []	4 []	4 []
Not at all []	Not at all []	Not at all []	Not at all []	Not at all []
I don't remember	I don't remember	I don't remember	I don't remember	I don't remember

11a. When attending VA do you normally contribute to the discussion

Yes [] No []

11b. If yes, what is the frequency of your contribution?

- a). Rarely b). Sometimes. c). Always

SECTION D: CHALLENGES FOR CITIZEN PARTICIPATION

12. The supreme authority responsible for general decision in relation to affairs of people in your Village is.....

- a). Village council
- b). Village Assembly
- c). Ward development Committee
- d). District Council

13. What is the level of transparency in your Village government?

LEVELS	Very low	Low	Medium	High	I don't know
Tick					

14. What is the level of government response to citizen needs and preferences?

LEVELS	Very low	Low	Medium	High	I don't know
Tick					

15. What are the major challenges impede the villagers to actively participate in village assembly?

.....

SECTION E: ENHANCE CITIZEN PARTICIPATION

16. If government response to citizen needs and preferences increased will it enhance citizen participation in Village Assembly?

Yes [] No []

17. If government level of transparency increased, do you think citizen participation in Village Assembly will increase?

Yes [] No []

18. If government increases campaign on enhancing awareness and knowledge of citizen in Village Assembly, do you think level of citizen participation in Village Assembly will increase?

Yes [] No []

19. What else do you think could be done to enhance active citizen participation in Village Assembly?

.....

Thank you for your cooperation

DODOSO KWA WANANCHI (SWAHILI VERSION)

Utangulizi

Ndugu mwananchi,

Mimi ni Zaituni Msofe, mwanafunzi wa shahada ya uzamili katika chuo kikuu Mzumbe kilichopo mkoani Morogoro. Niko hapa kwa sasa kufanya utafiti kuhusu changamoto zinazo athiri ushiriki wa wananchi katika Mkutano Mkuu wa Kijiji hususani Kijiji cha Patandi na Akeri vilivyopo katika Halmashauri ya Wilaya Meru. Hii ikiwa ni sehemu ya kuhitimisha masomo yangu.

Maswali haya yameandaliwa na mtafiti kwa ajili ya kukusanya taarifa zinazohusu ushiriki wa wananchi katika Mkutano Mkuu wa Kijiji. Utafiti huu hususani ni kwa ajili ya masomo na si vinginevyo hivyo unathibitishiwa kuwa taarifa zote utakazozitoa hapa zitahifadhiwa kama siri.

Maelekezo: Usiandike jina lako mahali popote katika dodoso hili.

Tiki jibu sahihi sehemu zote zenye maswali yenye majibu ya kuchagua.

SECTION A: MAELEZO BINAFSI YA MHOJIWA

1. Jinsia
 - a) Kike []
 - b) Kiume []
2. Umri wako
 - a) 18-30 []
 - b) 31-40 []
 - c) 41-50 []
 - d) 51 au zaidi []

3. Elimu yako ni;

- a) Msingi []
- b) Sekondari []
- c) Elimu ya juu []
- d) Sijasoma []

4. Kazi yako

- a) Mkulima. []
- b) Umejiriwa. []
- c) Mfanyabiashara/ Umejiajiri. []
- d) Vinginevyo (Tafadhali taja).....

5. Unaishi katika kijiji cha

- a). Patandi [] b). Akeri []

SECTION B: TARATIBU ZA USHIRIKI WA WANANCHI KATIKA MKUTANO MKUUU WA KIJJI

6. Hua unapata matangazo ya kuwepo Mkutano Mkuu wa Kijiji?

- a) Ndiyo [] b) Hapana []

7. Kama ndiyo, ni njia zipi zinatumika zaidi na serikali yako ya kijiji kuwafikishia taarifa ya kuwepo Mkutano Mkuu wa Kijiji?

- a).Mbao za matangazo. []
- b).Taarifa za mdomo kutoka kwa viongozi wako. []
- c).Matangazo kwa kutumia spika. []
- d). Radio, TV, au Magazeti. []
- e).Vinginevyo.Taja.....

8. Ni nani anawajibu wa kuitisha Mkutano Mkuu wa Kijiji?

- a). Mwenyekiti wa Kijiji. []
- b). Mtendaji wa Kijiji. []
- c). Mtendaji wa Kata. []
- d). Sifahamu. []
- e).Vinginevyo.Taja.....

9. Kutokana na Sheria na Taratibu za Serikali za Mitaa ni mara ngapi Mkutano Mkuu wa Kijiji unipaswa kufanyika?

- a). Kila baada ya mwezi. []
 b). Kila baada ya miezi mitatu. []
 c). Kila baada ya Mwaka. []
 d). Sifahamu. []
 e) Vinginevyo. Taja.....

SEHEMU C: USHIRIKI WA WANANCHI

10a. Je hua unahudhuria Mkutano Mkuu wa Kijiji unapoitishwa?

Ndiyo [] Hapana []

10b. Kwa miaka ifuatayo onesha ni mara ngapi Serikali yako ya Kijiji imeendesha Mikutano hiyo.

2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
1 []	1 []	1 []	1 []	1 []
2 []	2 []	2 []	2 []	2 []
3 []	3 []	3 []	3 []	3 []
4 []	4 []	4 []	4 []	4 []
Haukuitishwa kabisa []	Haukuitishwa kabisa []	Haukuitishwa kabisa []	Haukuitishwa kabisa []	Haukuitishwa kabisa []
Sikumbuki	Sikumbuki	Sikumbuki	Sikumbuki	Sikumbuki

11a. Katika kushiri kwako mikutano hiyo uliwahi kuchangia hoja

Ndiyo [] Hapana []

11b. Kama ndiyo ni mara ngapi?

- a). Mara chache b). Wakati mwingine nachangia c). Mara zote hua nachangia

SEHEMU D: CHANGAMOTO ZA USHIRIKI WA WANANCHI

12. Mamlaka ya juu katika kutoa maamuzi kwa ngazi ya Kijiji ni.....

- a). Serikali ya Kijiji
- b). Mkutano Mkuu wa Kijiji
- c). Kamati ya maendeleo ya Kata
- d). Halmashauri ya Wilaya

13. Je ni kwa kiasi gani Serikali yako ya kijiji intekeleza dhana ya uwazi wa serikali.

Kiasi	Chini sana	Chini	Kati	Juu	Sifahamu
Tiki					

14. Je ni kwa kiasi gani serikali yako ya kijiji inaitika/tekeleza matakwa na vipaumbele vya wananchi.

Kiasi	Chini sana	Chini	Kati	Juu	Sifahamu
Tiki					

15. Ni zipi changamoto kubwa zinazowakabili wananchi katika kushiriki kikamilifu kwenye Mikutano Mkuu ya Kijiji?

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

SEHEMU E: KUONGEZA USHIRIKI WA WANANCHI

16. Kama muitikio wa Serikali kwa matakwa na vipaumbele vya wananchi utaongezeka, unafikiri ushiriki wa wananchi katika Mkutano Mkuu wa Kijiji utaongezeka?

Ndiyo [] Hapana []

17. Kama uwazi wa Serikali kwa wananchi utaongezeka, unafikiri ushiriki wa wananchi katika Mkutano Mkuu wa Kijiji utaongezeka?

Ndiyo [] Hapana []

18. Kama Serikali itafanya kampeni ya kukuza uelewa wa wananchi kuhusu ushiriki wao kaitika Mkutano Mkuu wa Kijiji, unafikiri ushiriki wa wananchi katika Mkutano Mkuu wa Kijiji utaongezeka?

Ndiyo [] Hapana []

19. Unafikiri serikali ifanye nini zaidi ili kuongeza ushiriki wa wananchi katika Mkutano Mkuu wa Kijiji?

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

Asante kwa ushirikiano wako.

Interview guide for Government official and local political leaders (key informants)

Introduction

Dear respondent,

I am Zaituni Msofe, a master degree student in Mzumbe University of Morogoro. Currently am doing a study about factors affecting citizen participation in Village assembly in Patandi and Akeri Villages at Meru District council as part of the requirement for completion of my studies.

This interview questions has been prepared by the researcher to gather information regarding citizen participation in village assembly. The study is for purely academic purposes. You are hereby assured that your identity and the information you provide will be kept confidential.

Instructions: Tick the appropriate answer whenever there is multiple choice

SECTION A: CITIZEN PARTICIPATION

1. Through LGRP in Tanzania a number of mechanisms and structures put in place to comply with decentralisation system among them is village assembly. In your work experience, VA is conducted in frequency as required by the law?

a). Never [] b). Sometimes [] (c) Always []

2. What are the numbers of VA held per year in the following years?

Years	2011	2012	2013	2014	2015
No. of meeting held per year					

3. When citizen attends the meetings do they contribute to the discussion?

(a). Never [] (b). Rarely [] (c). Usually []

SECTION B: CHALLENGES FOR CITIZEN PARTICIPATION

4. What is the level of Village government transparency in your area of jurisdiction?

Levels	Low	Medium	High	Very high	Not at all
Tick					

5. State the extent of incorporating Villagers views and preferences provided during VA in Local government actions and plans.

Levels	Very low	Low	Medium	High
Tick				

6. If the answer above is very low or low give reasons

7. Is there bylaw guiding Village assembly in Patandi and Akeri Villages?

Yes [] No []

8. What is the level of abidance to the available bylaw if there is?

Levels	Low	Medium	High	Very high
Tick				

9. State the degree of fund received by VG from HLLG to implement people’s decision and preferences

Levels	Very low	Low	Medium	High	Very high
Tick					

10. What do you think could be the major reason for people not to participate actively in village assembly?

.....

SECTION E: ENHANCE CITIZEN PARTICIPATION

11 If government response to citizen needs and preferences increased, do you think will enhance citizen participation in Village Assembly?

Yes [] No []

12 If government level of transparency increased, will it increase citizen participation in Village Assembly?

Yes [] No []

13. If government increases campaign on enhancing awareness and knowledge of citizen in Village Assembly, do you think level of citizen participation in Village Assembly will increase?

Yes [] No []

14. What else do you think could be done to enhance active citizen participation in Village Assembly?

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

Thank you for your cooperation