

## Participatory Planning in Communes:

### **Regulations for Socio-economic Development Planning at Commune Level with the Participation of the People**

Second draft for discussion, Klaus Kirchmann 21 December 2006

Note: the draft is aligned with the Decree 79 on the exercise of democracy in communes. Text in *italic* is directly taken from the decree.

#### **1. General provisions**

- 1.1 This regulation specifies the terms for decentralized socio-economic development planning in communes with the participation of the people, in short participatory planning in communes.
- 1.2 The regulation on participatory planning in communes aims to enhance effectiveness, efficiency and transparency in local planning, to better mobilize the people's great material and spiritual strengths for socio-economic development, and to improve people-oriented public services and investments.
- 1.3 The forms of people's participation in the commune SEDP mainly include the information of major works to the people, the consultation of the commune plan by the people, the establishment of the order of people's development priorities, the supervision of works by the people, and the feedback of the people as part of the final evaluation of the commune SEDP and of the level and quality of the support from public agencies to the implementation of the plan.

#### **2. Information to the people**

- 2.1 As a preparation of the annual socio-economic development planning, *the commune administrations shall have to promptly inform and publicize the following major works to people:*
  - *The communes' long-term socioeconomic development plans*
  - *The annual estimates and settlements of the commune budgets;*
  - *The estimates and settlement of revenues and expenditures of funds, programs, projects and contributions mobilized from the people for the construction of infrastructure and public welfare projects of communes, villages as well as their implementation results;*
  - *The programs and projects directly invested in, or donated to, communes by the State, organizations or individuals;*
  - *Undertakings and plans on capital borrowing for production development, hunger elimination and poverty alleviation,*
  - *The results of selection, priority order and organization of implementation of works under the programs and projects directly invested in, or donated to, communes by the State, organizations and/or individuals*

Time: before 17 June

### **3. Consultation of the commune plan by the people**

- 3.1 *The draft commune SEDP is to be consulted by the people before it is decided by the commune authority.*

*The forms of consultation:*

- 3.2 *Call for a meeting in each village with the constituents or constituents' representatives of the households in order to prepare a list of the people's development priorities (basic construction works and public services), which are to be in line with the village's long term plan. The priority order is to be presented and discussed in the subsequent commune meeting.*
- 3.3 A copy of the draft commune SEDP is to be submitted to the commune people's council for reference.
- 3.4 Call for a commune meeting to collect comments from the participants and to prepare the commune SEDP with a priority order of basic construction works and public services.

Identify the contents of the plan (objectives, socio-economic development indicators, targets and solutions). Distinguish the activities which can be implemented by the commune itself, activities to be implemented by projects or national targeted programs, and the activities that would need implementation support and funding by the district and / or province. Agree about priorities of public investment works and public services for each village and for the entire commune.

The socio-economic development indicators and the priority lists are to take into account the Vietnam Development Goals.

The meeting is chaired by the commune people's committee and attended by key commune staff, the representatives of each village, representatives of the fatherland front, the women union and other social organizations, and representatives of the commune people's council.

Time: 1 day before 24 June (communes having many villages might need a 2-day workshop)

### **4. Submission for approval**

- 4.1 The commune plan is to be submitted to the commune people's council for approval of the activities which lie within the mandate and capacities of the commune
- 4.2 The plan is to be submitted to the district (through the Finance-Planning Section) for consideration of the priority activities to be supported by the district and province level (e.g.: investment, public services)

Time: 25 June

### **5. Consultation of the plans in the district**

- 5.1 The district Division of Finance and Planning is responsible to aggregate the commune SEDPs including the commune's priority lists of basic construction works and public services.

The draft district SEDP is to be provided to the DPC prior to the district planning meeting.

A copy of the draft district priority list of basic construction works and of public services to be provided to the communes is to be distributed to the communes prior to the district planning meeting.

Time: 29 June

- 5.2 Call for a meeting in the district to discuss the district SEDP and the potential support from different sources at district and province level for supporting the implementation of construction works and public services as prioritized in the commune plans.

The meeting is chaired by the district people's committee and attended by key district staff, the representatives of each commune, representatives of the fatherland front, the women union and other social organizations, and representatives of the district people's council.

- 5.3 The district authorities submit the draft district SEDP to the district people's council and to the PPC for approval. Time: July 01
- 5.4 The approved support from the district to the communes is to be informed by the Division of Finance and Planning to the concerning investment and service delivering agencies. Latter ones are to deliver investment works and public services to the communes as approved.

## **6. Finalization of the SEDP**

- 6.1 Upon receiving the targets from the district, CPC develops the official plan based (i) on its own plan, (ii) on the targets allocated from the district, and (iii) on the approved support from the district to priorities of villages and communes. Time: 25 December
- 6.2 CPC submits the annual plan to the People's Council, which issues the Resolution. Time: around January
- 6.3 *The commune administrations shall have to coordinate with the Vietnam Fatherland Front Committees, Vietnam Fatherland Front's member organizations of the same level and the village chiefs in supplying the information on the commune SEDP including the priorities for which support from agencies at district and province level has been approved.*

## **7. Supervision and inspection of the implementation of the commune plan**

- 7.1 The accomplishment of plan implementation is to be monitored on an annual basis.
- 7.2 The criteria for measuring the accomplishment include the quantity, quality, and timeliness of tasks, as well as responsiveness to communes' priorities, and the people's satisfaction with the public works and services.
- 7.3 *The people shall supervise activities of agencies, organizations and individuals directly by themselves or indirectly through socio-political organizations, their representative organizations or people's inspection boards*