



# UCLG ASPAC SUB-REGIONAL ELECTIONS

4 October 2012, Jakarta

## A G E N D A



Sub-Regional Elections  
4 October 2012, Jakarta

SRE - 1

## DRAFT AGENDA

1. Opening
2. Introduction of Electoral Procedure Rules
3. Sub-Regional Elections of Representatives to UCLG ASPAC Council and Executive Bureau 2012 - 2014
4. Result of Elections

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## SRE-2

### ELECTORAL PROCEDURE RULES (UCLG ASPAC Constitution Appendix 1)

#### PART I - GENERAL PRINCIPLES

##### Rule 1

- 1.1 Elections to the Regional Council and Executive Bureau shall be carried out through elections held in each defined sub-region within geographical boundaries or at an agreed venue.
- 1.2 The local government members in each defined sub-region shall be entitled to elect the number of their representatives to the Regional Council as set out in Rule 2.
- 1.3 The representatives for the Regional Council in each defined sub-region shall be entitled to elect the number of their representatives to the Executive Bureau as set out in Rule 2.

##### Rule 2

- 2.1. The defined sub-regions, and the respective number of representatives to the Regional Council and Executive Bureau respectively, are as set out in the following table:

<i>Sub-Region</i>	<i>Regional Council</i>	<i>Executive Bureau</i>
East & North East Asia	15	5
South & South West Asia	12	4
South East Asia	12	4
Pacific	6	2
<i>Totals</i>	45	15

- 2.2 The above distribution of seats is based on respective total population size and other agreed factors.

### **Rule 3**

3.1 Within each defined sub-region, seats for the Regional Council and Executive Bureau are divided between representatives of the two types of local government members, namely

- (a) associations of local government
- (b) individual cities and local governments,

taking into account the number of inhabitants represented by each type of local government member in that sub-region.

3.2 The division of seats on the Regional Council and Executive Bureau as a whole shall ensure that the two types of local government member are duly represented.

## **PART II - DIVISION OF SEATS BETWEEN TYPES OF MEMBER**

### **Rule 4**

4.1 In order to calculate the division of seats between the two types of local government members, the total population represented by each type of member shall be calculated. This calculation shall be done for the Section as a whole, and for each sub-region separately.

4.2 Each type of member, within each sub-region, is entitled to;

- 10% of the seats wherever it represents up to 10% of the population represented by the whole membership in that sub-region;
- 30% of the seats whenever it represents more than 10% but no more than 30% of such population;
- a share of the seats directly proportional to its share of the population wherever it represents more than 30% of such population.

4.3 In making the calculations set out above, the following shall apply:

- The actual population represented by a local government association, through its own members, is taken into account (as against using the total national population, and excluding any individual member that is not a member of that association)
- The total population represented by each local government member is calculated, even if this means that the same population is accounted for more than once

The best available statistics and evidence shall be used in relation to these calculations. To this end, each member will provide on request information on their current membership including population.

### **Rule 5**

5.1 Each type of local government member shall be entitled to at least 30% of the seats on the Regional Council and Executive Bureau, even if (according to the calculation of population represented under Rule 4 above) its actual percentage is less.

- 5.2 Where the total number of seats ascribed to one type of local government member across each defined sub-region totals less than the 30% minimum required under Rule 5.1 above, a means of achieving the required balance is to be determined. Such recommendations may include allocating unfilled places from other sub- regions to the under-represented type in order to reach the 30% threshold.

### **PART III - REGIONAL COUNCIL ELECTION PROCESS**

#### **Rule 6**

- 6.1 Within each sub-region, the electoral process shall be conducted so as to ensure that there is an equitable geographical balance in the overall representation from the sub-region, including in relation to each type of local government member. Members from different countries in a sub-region may put forward proposals for common representation.
- 6.2 Where there is a high degree of consensus among the members within a sub-region as to the means by which the electoral process shall be carried out, including any proposed geographical or national distribution of seats within the sub-region, it shall be implemented. Any such consensus proposal shall ensure that the lesser represented of the two types of local government member is entitled to not less than its share of the seats in that sub-region, calculated under Rule 4.2.
- 6.3 Where there is no consensus proposal put forward, the process within a sub-region must ensure that each type of local government member is entitled to its relevant number of seats, as calculated under these Rules, as well as ensuring an equitable geographical balance.
- 6.4 Within each sub-region, the members within each type shall elect their representation on the Regional Council.
- 6.5 All elections shall be fairly conducted, in accordance with good practice. Inter alia, a fair opportunity must be given for candidates to be nominated, and reasonable written notice of any election shall be given to all members entitled to vote.
- 6.6 Members within each sub-region, and those organising elections, shall ensure that candidates for election have the required political mandate. Due regard shall be had to the need to ensure an equitable gender balance in such representation.

### **PART IV - EXECUTIVE BUREAU ELECTION PROCESS**

#### **Rule 7**

- 7.1 The members of the Executive Bureau are elected, within each sub-region, by and from among the members elected for that sub-region to the Regional Council.
- 7.2 The election of the Executive Bureau members, within each sub-region, shall take place as soon as reasonably practicable after the Regional Council elections within that sub-region.
- 7.3 The provisions of Rule 6 shall apply, mutatis mutandis, to elections of members of the Executive Bureau. A consensus proposal under Rule 6.2 may deal jointly with elections to the Regional Council and to the Executive Bureau.

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**SRE - 3**

**SUB-REGIONAL ELECTIONS OF REPRESENTATIVES  
TO UCLG ASPAC COUNCIL AND EXECUTIVE BUREAU 2012 - 2014**

### **SRE-3.1**

#### **Guidance to Sub-Regional Local Government Association & Individual Local Government Members on Sub-regional Electoral Process**

A. Assemble in a room/corner of a large room or hall as according to your sub region:

- East & North East Asia
- South & South West Asia
- South East Asia
- Pacific

B. Divide into two sub-groups/types of Local Government Associations (LGA) and individual cities/provinces/other local governments (LG)

East & North East Asia	South & South West Asia	South East Asia	Pacific
LGA	LGA	LGA	LGA
LG	LG	LG	LG

C. Read the Election Procedural Rules (EPR) and Summary of EPR and focus on articles 6.3 and 7.3 and decide for either consensus decision or straight voting decision

D. If consensus decision:

- a) Decide on geographical, national or other ways of distributing the allocated seats. Any such consensus proposal shall ensure that the lesser represented/minority of LGAs or LGs, is entitled to not less than its share of the allocated seats in UCLG ASPAC Council and Executive Bureau.
- b) Secretariat is to confirm and record the way of consensus decision taken collectively by the LGAs and LGs in the sub-region.

E. If straight voting decision:

- a) Decide on open voting by show of hands or on secret ballot
- b) Decide sequential voting or simultaneous voting of LGAs' and LGs' representatives

c) Examine the allocated total sub-regional seats for UCLG ASPAC Council and Executive Bureau, and breakdown of seats for LGAs and individual LGs. Rationale for seats breakdown are referable in EPR and Explanation Paper provided.

d). Each sub-group/type of LGAs and LGs to take a look at the list of electable LGAs and individual LGs and from it nominate the candidate LGAs/LGs for UCLG ASPAC Council, as according to the allocated seats.

e) If sequential voting, let the LGAs vote for their representatives, followed by the individual LGs, as according to their allocated seats, to UCLG ASPAC Council. Repeat the same for voting of representatives to Executive Bureau.

If simultaneous voting, then let the LGAs, followed by the individual LGs, vote at the same time, for their representatives in UCLG ASPAC Council and Executive Bureau.

f) If open voting by show of hands, secretariat will count and confirm the number of hands for or against the candidate LGAs or LGs.

If secret ballot, secretariat will issue ballot papers and upon voting completion, to collect and tally the votes for and against the candidate LGAs or LGs.

g) Secretariat is to announce and record the voting results.

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**SRE - 4**

**RESULT OF ELECTIONS**