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LOCAL GOVERNMENT COUNCILS ELECTIONS, 2016

**GUIDELINES FOR DEMARCATION OF ELECTORAL AREAS
FOR REPRESENTATION AT LOCAL GOVERNMENTS**

Laws Applicable:

1. The Constitution, Article 181
2. The Local Governments Act CAP 243, Section 7, 10, 23, 108, 109 and 110.

THE ELECTORAL COMMISSION, UGANDA

AUGUST, 2013

1.0 Introduction

Demarcation of Electoral Areas for representation at Local Governments Councils is done in accordance with Article 181 of the Constitution and Section 108, 109 and 110 of the Local Governments Act, CAP 243.

Local Government electoral areas were last demarcated and used for the 2011 general elections.

The necessity to demarcate electoral areas for the General Local Government Council Elections, 2015/2016 has arisen out of the following:

- Creation of new Subcounties/Towns whose councils have to be formed and also affecting representation at district level;
- Creation of new Parishes/Wards affecting representation at Subcounty/Town level;

The first phase of demarcation work comprising of determining the sizes of the councils and the numbers of the electoral areas for each category of representation has been at the Commission. The actual combination or splitting of basic administrative units for formation of electoral areas for representation where this is called for is the second phase and shall be done in the field.

Note that the composition of Local Government Councils shall not change for all areas where no new administrative units have been created since the last Local Government Council general elections of 2011.

For avoidance of doubt, new administrative units can only be created in accordance with Section 7 (2a), (3), (4), (5), (6), (7), (8), and (9) of the Local Governments Act, [CAP 243]. Therefore, no new administrative unit shall be communicated without attaching a Statutory Instrument supporting its creation by the Minister of Local Government.

2.0 Documents to be used for Demarcation of Electoral Areas

The following documents have been produced in phase I and shall be used during the second phase of demarcation in the field.

1. **FORM A1:** Subcounties/Towns/Municipal Divisions to combine in order to form electoral areas for women councillors forming one third of councils at District level **(Where applicable)**
2. **FORM B1:** Parishes to combine in order to form electoral areas for women councillors forming one third of Councils at Municipality/City Division level **(Where applicable)**
3. **FORM B2:** Parishes for splitting in order to form electoral areas for women councillors forming one third of councils at Municipality/City Division Level **(Where applicable)**

4. **FORM C1:** Parishes to combine in order to form electoral areas for women councillors forming one third of Councils at Subcounty/Town/Municipal Division level (*Where applicable*)
5. **FORM C2:** Parishes for splitting in order to form electoral areas for women councillors forming one third of councils at Subcounty/Town/Municipal Division level (*Where applicable*)
6. **FORM C3:** Parishes for splitting in order to form electoral areas for Directly Elected councillors at Subcounty/Town/Municipal Division level (*Where applicable*)
7. **FORM D:** Statistics on number of Electoral Areas by category for each Local Government

3.0 Procedure for Demarcation of Electoral Areas for Representation at Local Government Councils

3.1 General Principles and steps followed for demarcation of Local Government Electoral Areas for Directly Elected Councillors

Step I: Consider the basic administrative unit for representation as provided for under Section 109 of the Local Governments Act, CAP. 243.

Basic Administrative Units of Representation for various Local Governments

NO.	LOCAL GOVERNMENT	BASIC ADMINISTRATIVE UNIT FOR REPRESENTATION
1.	District	Subcounty/Town/Municipal Division
2.	City	City Division
3.	Municipality/City Division	Parish/Ward
4.	Subcounty	Parish
5.	Town/Municipal Division	Parish/Ward

Step II: Consider the provision that the total number of councillors for a Local Government Council shall not be less than ten as provided for under Section 108(4) of the Local Governments Act, CAP. 243.

Step III: Consider Electoral Areas that may be created after taking into account means of communication, geographical features and density of population.

3.2 General Principles and steps followed for demarcation of Electoral Areas for Women Councillors forming one third of Local Government Councils.

Step I: Establish the composition of the **two thirds** ($\frac{2}{3}$) of the total Council in order to derive the **one third** of the women quota i.e. ($\frac{1}{3}$ of the Council). Directly Elected Councillors + Councillors representing the Youth + Councillors representing persons with disabilities = $\frac{2}{3}$ of the Council.

Step II: Derive the number of Women Councillors, which will form one third of the Council and therefore the number of electoral areas for representation at the respective Council as follows: -

Let: DEC = Number of electoral areas for Directly Elected Councillors;

Y = Councillors representing Youth to the respective Local Government;

PWD = Councillors representing Persons With Disabilities to the respective Local Government;

Then, the number of Women Councillors forming one third ($\frac{1}{3}$) of the council $WC = \frac{DEC+Y+PWD}{2}$

For each Local Government Council, there are 2 councillors representing the youth under Sections 10 (c), (d) and 23(1)(c), (d) of the Local Governments Act, CAP 243.

Therefore, at all Local Government Councils, Y=2 and PWD= 2

The number of Women Councillors forming one third of the Council $WC = \frac{DEC + 4}{2}$ (Since, DEC+Y+PWD = $\frac{2}{3}$ of the Council, Sec 10(e))

Step III: Compare the total number of basic administrative units for representation with the number of seats for women councillors.

- If the number of women councillors is equal to the number of basic administrative units, then each basic administrative unit will be represented by one Woman councillor;
- If the number of women councillors is less than the number of basic administrative units, it implies that some administrative units shall be combined to form electoral areas, proceed to step IV.
- If the number of women councillors is greater than the number of administrative units, it implies that some basic administrative units shall be split to form electoral areas. Therefore, ensure that each basic administrative unit is represented and proceed to step IV.

Step IV: Consider Electoral Areas that may be created after taking into account means of communication, geographical features and density of population.

The following three scenarios may be achieved: -

- A basic administrative unit forming an electoral area for representation
- Combining two or more basic administrative units to form one electoral area for representation
- Splitting one basic administrative unit into two or more electoral areas for representation

3.3 Framework for Demarcation of Electoral areas for Directly Elected Councillors for Local Governments

The basic administrative units for representation are those provided for under Sec 109 of the Local Governments Act, CAP. 243. These serve for both Directly Elected and Women Councillors forming one third of Councils.

4.0 Phase two of Demarcation of Electoral Areas

Work in this phase shall be done in the field by the District Returning Officers/ District Registrars and in consultation with Subcounty and Parish Supervisors and the local communities. The documents listed in 2.0 shall be used in the exercise and the following steps shall be followed; -

Step1:

- Study the documents carefully and understand them.
- Study the composition of the various Local Government councils in your district

a. **District/City councils** (basic unit for representation is the Subcounty/Town/Municipal Division).
Step2: Consider Electoral Areas for Directly Elected and Women Councillors forming one third of councils.

- If the number of Subcounties/Towns/Municipal Divisions is greater than the number of women councillors to be elected, look out for Subcounties/Towns/Municipal Divisions to be combined and combine appropriately taking into consideration neighborliness, geographical features and density of population using **FORM A1**.

b. **Municipality/City Division Councils** (basic unit for representation is the Parish/Ward).

Consider Electoral Areas for Directly Elected and Women Councillors forming one third of councils.

- If the number of Parishes/Wards is greater than the number of women councillors to be elected, look out for Parishes/Wards to be combined and

combine appropriately taking into consideration neighborliness, geographical features and density of population using **FORM B1**.

- If the number of parishes/wards is less than the number of Women Councillors to be elected, look out for parishes/wards to be subdivided into electoral areas and subdivide listing the names of villages and polling stations in each electoral area in the space provided on **FORM B2**.

c. **Subcounty/Town/Municipal Division Councils** (basic unit for representation is the Parish/Ward).

Consider Electoral Areas for Directly Elected and Women Councillors forming one third of councils.

- If the number of Parishes/Wards is greater than the number of women councillors to be elected, look out for Parishes/Wards to be combined and combine appropriately taking into consideration neighborliness, geographical features and density of population using **FORM C1**.
- If the number of parishes/wards is less than the number of Women Councillors to be elected, look out for parishes/ward to be subdivided into electoral areas and subdivide listing the names of villages and polling stations in each electoral area in the space provided on **FORM C2**.
- If the number of parishes/wards is less than the number of Directly Elected Councillors to be elected, look out for parishes/wards to be subdivided into electoral areas and subdivide listing the names of villages and polling stations in each electoral area in the space provided **FORM C3**.

5.0 Confirmation of important documents

Please confirm the following:

- a) List of names of administrative units i.e. Counties, Municipalities, City Divisions, Subcounties, Towns, Municipal Divisions, Parishes/wards and Villages in your district provided.
- b) Confirm that each Electoral Area has at least one polling station.

The District Returning Officer/Registrar shall certify all working documents in the spaces provided and submit them through the Electoral Commission Regional Officer.



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