

## **Election of Mayor /Chairman, Deputy Mayor/Vice Chairman and the appointment of Standing and other Committees of the Council**

**These elections are guided by section 14 sub sections (1), (2) & (3) of the MCA 1990 as amended and the appropriate standing orders.**

**NB: The first order of business on this day( three days next(after)following that on which the election of Aldermen were held) is the taking of the oath of office of any Aldermen elected and by any newly elected Councillors who had not done so previously.**

After calling the meeting to order, explaining the purpose of the meeting and the legal basis for same, the following should apply

- The seat of Mayor/Chairman should be declared vacant
- The Chief Executive Officer will then invite members of Council to nominate and elect from among them a Councillor/Alderman who is not a candidate as Presiding Officer
- Nominations should be invited for the position of Mayor/Chairman
- Anyone who is legally part of the meeting, i.e. any member will then move a motion nominating a candidate.

- Such nomination must then be seconded by another member
- Other nominations will then ensue and must be duly seconded
- When it appears to the chairman of the proceedings (Presiding Officer) that nominations have ceased, he/she will proceed to ask-are there any further nominations once, are there any further nominations twice, are there any further nominations third and last time.
- A member will then move a motion that nomination ceased which must be duly seconded.
- The question must then be put to the meeting that nomination cease
- When the motion is put and agreed to, then voting commences in accordance with the instructions of the chair and as legally prescribed.

Of course after the voting is completed the results will be made Known Publicly

NB: Only the names of the candidates who contested must be declared. The names of the Councillors and Aldermen who voted and for whom they voted must not be declared. If there is a challenge, the member or person making such a claim must state the Legal basis for same. This must then be investigated or checked on the spot with Legal Counsel if possible and if substantiated corrective action must be

taken e.g. Re-commence the proceedings to correct the error as the case may be.

- The duly elected Mayor/Chairman will then assume the chair after being administered the oath of office and proceed in accordance with the above proceedings for the election of Deputy Mayor/Chairman and the oath of office will be administered
- The Mayor/Chairman will then appoint the standing committee and their Chairmen as well as other Committees and their Chairmen

✚ In some corporations operating strictly in accordance with the provision of section 14 sub section (3) of the MCA, 1990 as amended, after nominations are made and seconded a motion is moved for the election of the contesting candidates for the position of Mayor/Deputy Mayor as the case may be and, after the question is put members vote Aye or Nay and the candidate with the majority of Ayes will be declared duly elected or if a motion is move for a division, a count is taken and the candidate with the majority is declared the winner.

**NB: Please note that copies of the Holy Bible, Bhagwad Geeta and the Koran or other relevant religious books should be available for the taking of the oath of office.**