Local Government & Sub-National Taxation Training Course

Professional Development Training Course Outline

Category	Taxation and Revenue	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Local Government & Sub-National Taxation Training Course provides participants with a comprehensive understanding of how to effectively design, implement, and manage taxation systems at the local and sub-national levels. It examines the legal frameworks, administrative structures, and policy instruments that support efficient local revenue generation and sustainable fiscal management. Participants will explore strategies for developing equitable tax policies, expanding local tax bases, and improving service delivery through sound financial governance.

The course emphasizes the importance of fiscal decentralization, transparency, and accountability in strengthening local government autonomy and public trust. It also covers the integration of digital systems and data-driven tools to enhance compliance, streamline collection processes, and improve operational efficiency. Through case studies, simulations, and practical exercises, participants will gain hands-on experience in local tax administration, intergovernmental fiscal coordination, and policy reform, enabling them to build stronger, more resilient, and financially sustainable sub-national revenue systems.

Programme Curriculum

Local Government & Sub-National Taxation Training Course

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Course Objectives

By the end of this course, participants will be able to:

1. Understand the principles of local government and sub-national taxation.
2. Identify the types of taxes levied at sub-national levels.
3. Design equitable and efficient local tax policies.
4. Implement administrative and operational processes for local tax collection.
5. Analyze revenue sources and optimize local revenue generation.
6. Apply technology and digital solutions in local tax administration.
7. Integrate local taxation within national fiscal and policy frameworks.
8. Monitor compliance and enforce local tax laws effectively.
9. Engage with stakeholders, including citizens and businesses.
10. Assess the impact of local taxes on economic development.
11. Benchmark local tax administration against global best practices.
12. Evaluate fiscal decentralization and intergovernmental transfers.
13. Apply lessons from case studies to real-world local taxation scenarios.

Target Audience

- Local Government Officials and Tax Managers
- Sub-National Revenue Officers
- Policy Makers in Fiscal Decentralization
- Finance Directors and Budget Officers
- Tax Advisors and Consultants
- Internal Auditors and Compliance Officers
- Economists and Local Development Planners
- International Development Partners working with sub-national revenue systems

Course Duration: 5 days

Course Modules

Module 1: Introduction to Local Government Taxation

- Principles of sub-national taxation
- Legal and regulatory frameworks
- Objectives of local revenue collection
- Types of local taxes and fees
- Case Study: Overview of successful local taxation systems

Module 2: Local Tax Policy Design

- Equity, efficiency, and simplicity in tax policy
- Tax base determination and rate setting

- Incentives and exemptions
- Policy alignment with economic development goals
- Case Study: Designing property tax policies

Module 3: Administration & Operational Processes

- Tax registration and record-keeping
- Assessment, billing, and collection procedures
- Compliance monitoring and enforcement
- Internal controls and accountability mechanisms
- Case Study: Streamlining local tax administration processes

Module 4: Technology & Digital Solutions

- E-filing, e-payment, and digital platforms
- Data analytics for local revenue optimization
- Mobile and online services for taxpayers
- Cybersecurity and data protection in local systems
- Case Study: Implementing digital tax solutions in municipalities

Module 5: Revenue Optimization & Performance Monitoring

- Revenue analysis and budgeting
- Performance measurement of local tax authorities
- Monitoring compliance and collection efficiency
- Reporting and accountability to stakeholders
- Case Study: Enhancing local revenue through performance monitoring

Module 6: Stakeholder Engagement & Public Awareness

- Educating taxpayers on local obligations
- Engaging businesses and citizens
- Public participation in tax policy decisions
- Communication strategies and outreach programs
- Case Study: Community engagement improving local compliance

Module 7: Intergovernmental Coordination

- Fiscal decentralization principles
- Transfers and shared revenue mechanisms
- Coordination between local and national tax authorities
- Resolving disputes and aligning objectives
- Case Study: Effective intergovernmental revenue coordination

Module 8: Emerging Trends & Best Practices

- Innovations in sub-national tax administration
- Lessons from global best practices
- Adapting to digital transformation and economic changes
- Continuous improvement and future-proofing strategies
- Case Study: Benchmarking local government taxation systems

Training Methodology

- Instructor-led interactive sessions
- Hands-on exercises in policy design and administration
- Case studies and scenario-based simulations
- Group discussions and peer learning
- Practical exercises in digital systems and revenue monitoring
- Access to templates, dashboards, and policy frameworks

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com