

**KEY NOTE ADDRESS AT THE BUDGET CONSULTATIVE**

**CONFERENCE FOR FY 2025/26.**

**HELD ON 13TH NOVEMBER 2024**

**KYENJOJO DISTRICT**

**PRESENTED BY**

**MASEREKA AMIS ASUMAN**

**CHIEF ADMINISTRATIVE OFFICER**

**KYENJOJO DISTRICT LOCAL GOVERNMENT**

Hon. Minister of Tourism and Antiquities  
Hon. Area Members of Parliament  
Resident District Commissioner  
District Chairperson  
District Executive Committee Members  
The District Speaker  
District Councilors  
The District Security Officer  
Chairpersons of Boards and Commissions  
All Lower Local Government Leaders  
All Development Partners  
All Religious Leaders  
All Technical Staff  
All Invited guests  
Ladies and Gentlemen.

1. It is my singular honor and pleasure to welcome you all to this Budget Conference for Kyenjojo District Local Government that is kick-starting the process of preparing the budget for the Financial Year (FY) 2025/2026. My regards and appreciation to everyone at this conference and outside for the mammoth support given to us during the execution of the current budget FY 2024/2025 Budget and the general implementation of all the Government programmes and projects.

## **BACKGROUND**

### **1.1. INTRODUCTION**

2. This budget conference is being prepared in accordance with Section 7 (1) and (2) a and b of the Public Finance Management Regulations, 2016 for the preparation of the Budget Framework Papers for Financial Year (FY) 2025/2026.
3. Pursuant to Section 9 (1) of the Public Finance Management Act (PFMA), 2015 (*As amended*), we are required to prepare a Budget Framework Paper for Kyenjojo District Local Government in a transparent and consultative manner. Based on the national budget process

calendar for FY 2025/2026, we have organized this Budget Conference for the FY 2025/2026.

4. The process of soliciting inputs to the District Budget for the FY 2025/26 started with Parishes/ Wards holding their budget conferences and submitted their inputs to the budgets for their respective Sub Counties /Town Councils. all the Sub Counties / Town Councils held their budget conferences and submitted their inputs to the District Budget for the FY 2025/26.
5. As a district we are obliged to submit our budget framework paper to the Ministry of Finance, Planning and Economic Development (MoFPED) by Friday, 15<sup>th</sup> November 2024 for consolidation of the National Budget for FY 2025/26.
6. The FY 2025/2026 will be guided by the Budget Strategy as approved by His Excellence the President of the Republic of Uganda. This Budget Strategy is underpinned by the strategic direction in the Fourth National Development Plan (NDPIV) and the Tenfold Growth Strategy. The main focus areas are Agro – Industrialization, Tourism Development, Mineral Development and Science Technology and Innovations (ATMS).
7. The theme for the next FY’s budget is “*Full monetization of Uganda’s Economy through Commercial Agriculture, Industrialization, Expansion and Broadening Services, Digital Transformation and Market Access*”.

## **1.2. THE KEY OBJECTIVES OF THIS BUDGET CONFERENCE:**

- 1.2.1. Provide feedback on issues raised during last year's budget consultations.
- 1.2.2. Present and discussion of the budget strategy and priorities for FY 2025/2026.
- 1.2.3. Share the preliminary Resource Envelope, Medium Term Expenditure Framework and Indicative Planning Figures for FY 2025/2026.
- 1.2.4. Present the Strategic Policy and Administrative Matters for FY 2025/2026 and
- 1.2.5. Discuss the strategic direction of the NDPIV, the 10-fold growth strategy and how this will translate into Local Economic Growth.

## **1.3. BUDGET ALIGNMENT TO THE NDP III FROM FY 2020/2021 – 2024/2025.**

8. From the FY 2020/21 the Government of Uganda (GoU) transited from Sector planning to program planning approach under the Third National Development Plan (NDP III) in which 20 programmes were adopted. Subsequently the district adopted and adapted 11 programmes as indicated in *Table 1*.

**TABLE 1: COORDINATION OF PROGRAMME BASED APPROACH USING CLUSTERS**

Programme cluster	NDP III Programs	Overall political leadership	Overall Technical Leadership
		District Chairperson	CAO
Cluster 1	i. Agro-industrialization ii. Private Sector Development iii. Tourism Development	Secretary Production, Marketing and Natural Resources	District Production Officer
Cluster 2	i. Water, Climate, Change and ENR Management ii. Sustainable Urban Development	Secretary Production, Marketing and Natural Resources	District Natural Resources Officer
Cluster 3	Integrated Transport Infrastructure and Services	Secretary Works and Technical Services	District Engineer
Cluster 4	i. Human Capital Development ii. Community Mobilization and mind-set change	Secretary Social Services ( <i>Health, Education and Community Development</i> )	District Health Officer
Cluster 5	i. Governance and Security strengthening ii. Public Service Transformation. iii. Development Plan Implementation	Secretary Finance, Planning and General Purpose	Deputy CAO

9. For effective administration of the 11 programmes, they were clustered under six (6) groups each given a Political and Technical Leadership.
10. To strengthen the link between the adopted programmes, clear sub programmes with Objectives, Interventions, Outcomes, Outputs and Results framework that were clearly defined in the Programme Implementation Action Plan (PIAP). This process brought about the:
  - a. Changed the Medium-Term Expenditure Framework (MTEF)/Indicative Planning Figures (IPFs) from sectoral to Programme approach.
  - b. Every Local Government at whatever level (*Sub County/Town Council and Parish/Ward*) are required to align their development plans, annual work plans and Budgets to the programme approach as indicated under the NDP III.
  - c. Reconfiguration and alignment of the performance and financial reporting systems i.e. PBS and IFMS to the new Programme Planning approach.
  - d. Chart of Accounts (CoAs) was changed in order to remove duplications and overlaps in revenue and expenditure codes in both IFMIS and PBS systems. Therefore, budgets and financial reports have to be aligned to the same system.

#### **1.4. BUDGET STRATEGY AND PRIORITIES FOR THE DISTRICT FY 2025/2026.**

11. The strategy will prioritize investments in four anchor sectors of Agro – Industrialization, Tourism Development, Mineral Based development and Science, Technology and Innovation including ICT (ATMS), as drivers of higher economic growth.
12. With support from the Budget Desk, the Programme Working Groups (PWGs) as indicated in *Table 1* are required to convene meetings to discuss and agree on Departmental allocations in line with the budget strategy for FY 2025/26, the focus interventions in the Ten-fold growth strategy and the Programme Implementation Action Plans (PIAPs). Please note the following while preparing the departmental budgets for the FY 2025/26: -
  - a. The MTEF ceilings for the FY 2025/26 have been issued at Programme level;
  - b. The Heads of Programmes should convene Program working groups with support from the Budget Desk to discuss and ensure efficient and fair allocation of resources among the various interventions based on the priorities as detailed in the Budget Strategy for FY 2025/26 and
  - c. There should be full participation of all the Departments under the programme.
13. The Budget Framework Paper (BFP) should be uploaded on the Program Budget System (PBS) and submitted to the Ministry of Finance Planning and Economic Development (MoFPED) by Friday 15<sup>th</sup> November 2024.

#### **1.5. POLICY AND ADMINISTRATIVE MATTER FOR FY 2025/26.**

##### **i. The Role of the Programme Working Groups (PWGs)**

14. PWGs play a crucial role in the Programme Based Budgeting (PBB) process. All lead Departments of the PWGs should fully set up and constitute their respective PWGs with functional Secretariats. The Chairperson shall be the Head of the PWG comprising of all the necessary stakeholders under the programme, and an operational Secretariat. Key roles of the PWGs are:
  - a. Alignment of Programme interventions, projects, and activities with the National and District development goals and priorities;
  - b. Lead the discussions on resource allocations, efficient and effective use of programme funds;

- c. Overseeing and fostering collaboration between different departments and stakeholders for a cohesive approach to the implementation of the Programme activities.
- d. Conducting regular reviews and follow up on programme activities.
- e. Engaging with various stakeholders, including civil society and the private sector to gather and build support for the programmes and
- f. Promoting the sharing of best practices and lessons learned among PWGs.

#### **1.6. GUIDELINES FOR THE PREPARATION OF THE BFPS AND DETAILED BUDGET ESTIMATES FOR FY 2025/26**

- a. Alignment of budgets with the NDPIV Programme Implementation Action Plans (PIAPs) and the Ten-fold strategy priorities.
- b. Consideration of seasonality in Planning and Budgeting.
- c. Budgeting for critical obligations.
- d. Timely submission of budget documents.
- e. Accurate estimation of Local Revenues.
- f. Integration of off-budget financing in the PBS.
- g. Tax inclusive budgeting.
- h. Every entity **MUST** budget for **DIGITAL NUMBER PLATES** – i.e. budget for the replacement of the number plates of all existing Government motor Vehicles / Cycles under your jurisdiction. All new Government vehicles will adopt the new digital number plates.
- i. Budgeting for fixed costs. – utilities like electricity, water, internet and telecommunications services.
- j. Budgeting for Salaries, Pension and Gratuity-
  - a. Wage estimates must correspond with the staff lists submitted in PBS as well as verified and National Identification information. Budgeting for staff outside these parameters attract sanctions including prosecution.

- b. Salaries should be under the correct payroll category under the overall supervision of my office and the Head of Department should budget and pay for the right staff at the departmental level. They should work with the Human Resources and Planning functions to timely and accurately estimate the wage.
- c. **Staff recruitment** will be done on replacement basis given that it is budget neutral. All recruitments will be cleared by the Ministries of Public Service and Finance Planning and Economic Development.
- d. Payment of pension will be based on the lists submitted in the PBS and in line with the information on the payroll and staff due to retire in the FY 2025/26 for accurate estimation of the Pension budget.
- e. Gratuity figures are based on the traditional staff under mandatory retirement as submitted by my office to the Ministry of Public Service and uploaded on PBS. In case of staff applying for early retirement, must have already been approved by MoPS this FY to be included in the FY 2025/26. All Salaries, Pension and Gratuity arrears must be paid by the end of the first quarter of the financial year.
- k. **Budgeting for Ex-gratia and Councilors Allowances:** adequately plan and budget for the political leaders for FY 2025/26 and correctly use the correct line under the Chart of Accounts to avoid any limitation during the budget execution.
- l. **There** should not be changes to the projects scope at procurements implementation stages without approval by my office.
- m. Projects implementation and performance should be tracked through regular monitoring.
- n. **Budget for Operationalization and Maintenance of completed UGIFT facilities** – using the available sub grants plan and budget to recruit staff and make them access payrolls in line with the available wage provisions, operations and maintenance costs including utilities.
- o. **Budgeting for Environment and Social Safeguards (ESS)-** key issues are the implementation of the Local Government Stakeholders Engagement Plan, Grievance Management and Waste Management at the projects level. There should be monitoring and evaluation of environmental and social impacts assessment/screening, and preparation of environmental and social management plans.
- p. **Performance assessment** – a new manual has been issued by the Office of the Prime Minister you should adhere to strict planning, budgeting and implementation guidelines issued by the line ministries and conduct internal mock assessments.

- q. Other post implementation project activities must be undertaken;
  - a. Commissioning of the completed project.
  - b. Post implementation review (PIR) to evaluate project's success against its objectives and key performance indicators.
  - c. User training and support in the use of the new infrastructure, equipment, system and process.
  - d. Performance monitoring – to identify and address any emerging issues.
  - e. Stakeholder feedback to assess satisfaction levels in line with the outcomes and identify areas for improvement.
  - f. Documentation and reporting – outcomes, lessons learned, and any recommendations for future projects.
- r. **LOCALLY RAISED REVENUES** – Revenue collection in the district was automated through the use of the Integrated Revenue Administration System (IRAS) during the FY 2023/24. The fruits of the automation were enormous. As such, **MANUAL** collection of local revenue in the district was abolished any staff found doing so will be sanctioned including prosecution.
- s. All revenues collected are appropriated by the Parliament of the Republic of Uganda. LLGs are advised to provide projections for FY 2025/26 you are advised to avoid understating, or exaggerating the revenue budgets for the entire provision of 100% out of which 65% will be transferred to Sub counties.

### 1.7. CROSS CUTTING ISSUES.

- a. **Gender and Equity** – based on sex, age, disability and location with focus on enhancing competitiveness, wealth generation and employment.
- b. **Women** – consider Maternal and Reproductive Health Services, Gender Based Violence, targeted interventions for women, women empowerment initiatives such as access to education, vocational training and micro finance.
- c. **Children** – include child protection services to prevent abuse, exploitation and neglect etc.
- d. **Elderly** –
- e. **HIV/AIDS** – 0.1% of the grant with the exception of transfers, wage, pension and transfers is allocated to education and awareness campaigns to reduce stigma and promote testing and treatment, psychological support and counseling services.

- f. **Epidemics** – allocation to preparedness, surveillance systems, emergency response plans.
- g. **Malaria** –
- h. **Persons with Disabilities (PWDs)**.
- i. **Climate Change, Environmental Conservation and Sustainable Resource Management-**
- j. Encroachment on wetlands, forests and reserves by promoting land use planning.
  - a. Support restoration initiatives of the degraded wetland and forests- reforestation projects, wetland rehabilitation and promotion of alternative livelihoods for communities that depend on those areas.
  - b. Every Town Council should develop a Waste Management Plan.
  - c. Promote Community Based initiatives that promotes and supports community led waste management and cleanup programs across the district.
  - d. Promote the integration of biodiversity conservation into Local Development Plans.
  - e. Monitor and Manage Ecosystem Health by conducting research and collecting data to track ecosystem health and inform decision making.
  - f. Plans for the preservation and protection of crater lakes for a livelihood of the local population should be developed by the Natural Resources Department.

#### **1.8. SERVICE DELIVERY GAPS AND ISSUES.**

1. Most of heads of department are in acting positions.
2. Understaffing in all departments apparently the staffing level is at 60%
3. The District doesn't have vehicles and this has affected effective monitoring and support supervision.
4. The District has a number of court cases its paying and this has affected the funding in different departments.

#### **1.9. CONCLUSION.**

15. All heads of PWGs /Departments should strictly adhere to the various Grant and Budget Call Circular Guidelines, timelines defined in the Budget Process Calendar and the provisions of the Public Finance Management Act, 2015 (*amended*). Compliance to the guidelines will make it possible to have the budget for FY 2025/26 aligned with the national development goals, the budget strategy, optimization of the utilization of the limited resources and provide tangible benefits to the people of Kyenjojo District.
16. All heads of department with support from planning unit should ensure critical priorities are planned for as adhere to the statutory timelines for submission.

17. I thank you for your unwavering dedication and commitment to improving service delivery to the Transformed and Prosperous district with an empowered population.

**MASEREKA ASUMAN AMIS  
CHIEF ADMINISTRATIVE OFFICER  
KYENJOJO DISTRICT LOCAL GOVERNMENT**

