

Territorial administration of Slovenia

The state

Slovenia measures 20.273 km² and its population is estimated at 2 million people. According to the Constitution, Slovenia is a democratic republic and a social state governed by law. The state's authority is based on the principle of the separation of legislative, executive and judicial powers, with a parliamentary system of government.

Administration

The Government of the Republic of Slovenia is a body with executive power and the highest body of the state administration. It determines, guides and coordinates the implementation of state policies in accordance with the Constitution and with laws and other general acts passed by the National Assembly. As the highest body of the state administration, it passes regulations and adopts legal, political, economic, financial, organisational and similar measures for regulating areas within the state's jurisdiction. With regard to the EU, the Government represents the Republic of Slovenia and makes submissions to EU institutions.

A Ministry is the highest organ of the Government responsible for a sector of government public administration, led by a minister. Ministers are responsible for Government decisions and standpoints, and for policy implementation. Each minister, in accordance with accepted policies, leads and represents his or her ministry, sets the political direction for the work of the ministry and the bodies within it, supervises the work of the ministry, issues regulations and other acts within the jurisdiction of the ministry and its bodies, and carries out other tasks within the framework of the ministry which have been determined by law or by some other regulation. The number of ministers is not determined by law, and each government coalition decides on the number according to its needs and political goals.

Within the individual ministry, tasks are apportioned between administration departments, offices and inspectorates. For the performance of various professional tasks within an individual ministry, agencies and directorates may also be set up.

Administrative units were established in order to perform the tasks of public administration which by their nature need to be territorially organized and performed. Administrative units decide in the first instance on administrative matters within the jurisdiction of the state. They perform specific tasks under the competence of ministries, especially overseeing the legality of work in local community bodies and overseeing the appropriateness and professionalism of work in these bodies in matters within the jurisdiction of the state that have been transferred to the local community. In addition to this, administrative units perform certain other administrative tasks within the jurisdiction of the state and keep certain official records. The territory of administrative unit shall, as a rule, encompass one or more territories of local communities (there are 58 administrative units in Slovenia at the moment).

In relation to administrative units, departmental Ministries, within their respective departments:

- provide administrative units with guidelines, expert counsel and other expert assistance with respect to the performance of tasks falling within their competence,
- provide administrative units with binding instructions in respect of performance of the tasks falling within their administrative departments,

- monitor working process organisation in the administrative units and in respective inner organisation units, monitor the qualification of employees in performing their tasks, and monitor the efficiency in resolving administrative matters,
- supervise the performance of administrative tasks in administrative units,
- be entitled to request the performance of certain tasks or the taking of certain measures falling within administrative units competence. Administrative unit principals must act in accordance with guidelines, expert counsel and binding instructions issued by respective competent ministries.

The ministry competent for the administration:

- supervises the working process organisation and efficiency of the administrative unit as a whole,
- monitors the qualification of employees on the jobs where administrative tasks falling within the departments of other ministries are not performed,
- issues administrative units with guidelines and instructions to improve the organisation, the efficiency and the quality of service,
- proposes to the Government to give approval to the administrative unit internal organisation and job systematisation,
- coordinates the management of personnel and financial issues, issues concerning premises and material resources and other such issues in respect of administrative unit service.

Local self-government

Slovenia has a long tradition of regionalism and local self-government. The Local Self-Government Act stipulates that a municipality is the basic self-governing local community, with at least 5.000 inhabitants, while an urban municipality has at least 20.000 inhabitants. There are now 210 municipalities in Slovenia, 11 of them have urban status.

Among other things, municipalities have the authority to manage the municipality's assets, facilitate conditions for economic development, plan spatial development, create conditions for building dwellings, manage local public services, establish primary and nursery schools, and build and maintain local roads.

The authorities of a municipality comprise a mayor, a municipal council and a supervisory committee, with the municipal council being the highest decision-making body. The mayor, who is a directly elected official, represents and acts on behalf of the municipality, and presides over the municipal or town council. The supervisory committee supervises the disposal of municipal property and public expenditure.