**Project guidelines**

The objective of this project is to demonstrate a quantitative analysis of the Croatian local administration which includes local administrative units and incumbents. This will be done by presenting the number of administrative units alongside with a number of incumbents within. The dataset (Microsoft Excel tables) was acquired from the Croatian Ministry of Interior website (<https://mpu.gov.hr/o-ministarstvu/ustrojstvo/uprava-za-politicki-sustav-i-opcu-upravu/lokalna-i-podrucna-regionalna-samouprava/popis-zupanija-gradova-i-opcina/22319> ). There are two Microsoft Excel tables:

1. Kontakt podaci opcina, gradova i zupanija2017
2. Kontakt podaci opcina, gradova i zupanija2021

Unfortunately, the Microsoft Excel table *Kontakt podaci opcina, gradova i zupanija2017* is not available anymore and *Kontakt podaci opcina, gradova i zupanija2021* is incomplete (regarding the incumbents, only mayors and presidents of the representative body are present).

The plan was to make a reconstruction of the database. The data was turned into a CSV file and was uploaded to the Table Convert Online (<https://tableconvert.com/> ) in order to transform the CSV file into SQL inserts. The inserts were then imported into PostgreSQL (pgAdmin) and tables. The data was then manipulated in a way to get all incumbents, i.e., people from the year of 2017 and 2021[[1]](#footnote-1) which is used for the people table in the new database. The rest of the data was untouched and kept for the administrative units table which is used for the new database.

The new database is named Croatian Local Administration. It contains 5 tables:

1. People
2. Administrative units
3. Counties
4. Administrative Unit Incumbents
5. Minority table

It should be noted that Administrative Unit Incumbents is junction table as it’s full of foreign keys from people, administrative units, and minority tables. After the table creation, functions and views were made to make life easier. There are functions for value inserts for each table and views mostly for joined tables. The point of the DML section is to present the data and counts for every administrative units which were grouped by regions they belong to. Also, at the end of the DML functions were tested, and tables were selected for data to be exported in R. The imported tables were then used for data visualization, i.e., bar charts simply for counties within their regions to be visually compared regarding the administrative units, incumbents, and minority deputy mayors.[[2]](#footnote-2)

**Concepts’ translation**

|  |  |
| --- | --- |
| **English** | **Croatian** |
| city | grad |
| city mayor | gradonačelnik |
| county | županija |
| county mayor | župan |
| deputy mayor | zamjenik gradonačelnik, načelnika ili župana |
| incumbent | aktualni državni službenik |
| minority deputy mayor | zamjenik iz redova nacionalnih manjina |
| municipality | općina |
| municipality mayor | načelnik |

**Administrative Units’ Relationship**

Sequence of project code:

1. Editing and cleaning the dataset
2. Croatian Local Administration DDL
3. Croatian Local Administration DML

Or simply check all the code:

1. Aggregated code

1. Some incumbents from 2017 kept their positions in 2021. These were not considered, but the incumbents from 2021. that replaced the ones from 2017. , i.e., administrative unit (e.g., specific municipality). [↑](#footnote-ref-1)
2. Some may find it odd, but there are Croatian minority deputy mayors. The reason for that is that there are more minority citizens in some administrative units than the majoritarian (Croatian) citizens. [↑](#footnote-ref-2)