

Council Policy

Council Policy Name: Centenarian Recognition

Responsible Directorate: Corporate Strategy and Performance

Version: ADOPTED

1. PURPOSE

- 1.1. The purpose of this policy is to outline the City of Busselton's approach to formally acknowledging and celebrating residents who reach the milestone of their 100th birthday.

2. SCOPE

- 2.1. This policy applies to residents of the City of Busselton who turn 100 years of age and outlines the process by which the City acknowledges this significant life milestone.

3. DEFINITIONS

Term	Meaning
Nominator	a family member, friend, carer or other person associated with the centenarian.

4. STRATEGIC CONTEXT

Strategic Theme	Objective
LIFESTYLE	3: Facilitate access to inclusive services, places and spaces to support community members to connect and thrive at every stage of life

5. POLICY STATEMENT

- 5.1. A person is eligible to receive a congratulatory message if they:
- are a resident of the City of Busselton at the time of their 100th birthday; and
 - have their milestone birthday details provided to the City by a Nominator.
- 5.2. It is the responsibility of the Nominator to notify the City of the upcoming milestone at least four weeks in advance, and to provide any relevant details required, including proof of age (such as birth certificate or other official identification) and residential address.
- 5.3. Notifications are to be made via the City's official website or in person at the City's offices.
- 5.4. The congratulatory message may be delivered personally by a representative of the City or sent by post, depending on the availability of representatives and the wishes of the centenarian or their family.
- 5.5. With the consent of the centenarian and their family, the City may acknowledge the milestone on the City's official social media channels.

6. RELATED DOCUMENTATION / LEGISLATION

Nil

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE	14 May 2025	Resolution #	C2504/115
Previous Adoption	DATE	N/A	Resolution #	N/A