CCTV Reimbursement Scheme

2026–2027

TERMS AND CONDITIONS

By applying for reimbursement under the City of Perth CCTV Reimbursement Scheme, the applicant agrees to the following Terms and Conditions.

1. KEY DATES

1. The CCTV Reimbursement Scheme operates as exhaustive funding, and the City reserves the right to close the program once the available budget has been expended.
2. The program closes on **30th June 2027**, or earlier if funds are expended.

2. ELIGIBILITY

To be eligible for reimbursement:

1. The CCTV system must be installed at a residential or business property located within the City of Perth local government area.
2. The application must be submitted within **six months of the CCTV system being installed or upgraded**, as evidenced by the contractor invoice date.
3. The Scheme may be used for:
   - The installation of a new CCTV system; or
   - The upgrade of an existing CCTV system where the upgrade brings the system into compliance with the Scheme's minimum technical specifications.
4. Eligible cameras must be installed at **ground or first-floor level**. Cameras installed above the first floor are not eligible.
5. At least one camera must capture the **public domain or an area adjacent to the property that is open to and used by the public**, such as a road, footpath, verge, laneway or park.
6. A CCTV system may include cameras capturing other areas, provided at least one camera meets the public-facing requirement above.
7. The CCTV system must meet the following minimum technical specifications:
   - Minimum **6MP colour camera(s) with day/night vision**
   - Minimum **31 days' footage retention**
   - **Accurate date and time stamping**
   - Footage must be **accessible via smartphone or PC**
   - Eligible cameras and system components must be **hardwired**
8. The CCTV system must have been installed or upgraded by an appropriately licensed security installer in accordance with applicable Western Australian licensing requirements.
9. Where the applicant is not the property owner, the applicant must have obtained **written permission from the property owner or authorised representative** to install or upgrade the CCTV system.
10. The camera(s) included in the application must be registered with **Cam-Map WA**.

3. APPLICANT ELIGIBILITY

The City will not consider applications from:

1. Commonwealth or State Government departments or agencies;
2. A current employee or elected member of the City of Perth, or their immediate family;
3. An entity in which a City employee or elected member has an ownership interest;
4. An applicant with an outstanding debt to the City;
5. An applicant who is in legal conflict with the City;
6. An applicant who has failed to satisfactorily acquit previous City funding;
7. An applicant who has already received reimbursement under the CCTV Reimbursement Scheme for the same property in the **same financial year**; or
8. An applicant who conducts themselves in a way the City considers to be injurious or prejudicial to the character or interests of the City.

4. CCTV USE AND LEGAL COMPLIANCE

1. The applicant is responsible for ensuring that the installation and use of the CCTV system complies with all applicable laws, including the *Surveillance Devices Act 1998 (WA)*.
2. The CCTV system must not be installed, configured or used for the purpose of unlawfully listening to, monitoring or recording private conversations or unlawfully observing or recording private activities.
3. Cameras must be positioned and operated appropriately, having regard to the privacy of neighbouring properties and other private areas.

4. The applicant remains responsible for the lawful operation of the CCTV system and the collection, storage, use and disclosure of CCTV footage.

5. APPLICATIONS AND REIMBURSEMENT

1. Eligible applicants may receive reimbursement of **30% of the total eligible CCTV installation or upgrade cost, up to a maximum of $500**.
2. Reimbursement is available only for eligible CCTV systems that have been **installed or upgraded and paid for before the application is submitted**.
3. Applications must be complete and include all information and supporting documentation required by the City to demonstrate eligibility, payment and compliance with the Scheme requirements.
4. CCTV equipment and installation costs must be supported by a **tax invoice or receipt**. Where the invoice or receipt does not contain sufficient information to demonstrate compliance with the Scheme's minimum technical specifications, the City may require additional supporting documentation.
5. Applicants must provide satisfactory **evidence that payment has been made**. A remittance advice alone will not be accepted as proof of payment.
6. **Meeting the eligibility requirements does not guarantee reimbursement**.
7. Applications are subject to the **availability of Scheme funding**.
8. The City may request further information or evidence reasonably required to assess an application or verify compliance with the Scheme requirements.
9. The City may approve or decline an application where the application, CCTV system or supporting documentation does not meet the Scheme requirements.
10. The City will not reimburse costs that cannot be substantiated by satisfactory evidence of purchase and payment.
11. Applicants are responsible for all costs associated with purchasing, installing, operating, maintaining, repairing or replacing the CCTV system, other than any reimbursement approved by the City.

6. ONGOING REQUIREMENTS

Successful applicants must:

1. Maintain registration of the camera(s) included in the application with **Cam-Map WA for a minimum of 12 months from the date reimbursement is approved**;
2. Keep the CCTV system in working order and maintain compliance with the Scheme's installation and technical requirements for a minimum of **12 months from the date reimbursement is approved**; and
3. Provide reasonable evidence requested by the City to demonstrate compliance with these requirements during the 12-month period.

7. VERIFICATION AND REPAYMENT

1. The City may verify any information or documentation provided in connection with an application.
2. If the City determines that an applicant:
   - Provided false, misleading or incomplete information;
   - Was not eligible to receive reimbursement;
   - Did not meet the Scheme requirements at the time of application; or
   - Has not complied with an ongoing requirement of the Scheme,

The City may require the applicant to **repay all or part of the reimbursement**.

3. The City may exclude an applicant from future City funding opportunities where false or misleading information has been provided.

8. GENERAL CONDITIONS

1. The City may vary, suspend or discontinue the CCTV Reimbursement Scheme at any time, subject to any commitments already made by the City.
2. The City accepts no responsibility for the performance, operation, maintenance or security of CCTV systems purchased or installed under the Scheme.
3. The City does not warrant or guarantee that the installation of a CCTV system will prevent crime, property damage or other incidents.
4. The applicant is responsible for selecting their CCTV system and security installer and for resolving any warranty, installation or performance issues directly with the relevant supplier or installer.
5. The applicant must comply with these **CCTV Reimbursement Scheme Terms and Conditions** and any other requirements advised by the City in relation to the Scheme.

9. PRIVACY AND PERSONAL INFORMATION

The City of Perth is committed to protection of information, including your personal information in accordance with the Privacy and Responsible Information Sharing Act 2024, additional details regarding which are set out on the City's website at Privacy and Personal Information Statement and the Collection Notice on the website here.

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