



SAFE CITY

COMMUNITY CCTV 2023/24



STOP!

Please read all of these Terms and Conditions and the Application Instructions on the next page before proceeding with your application.

Funding available = Half the CCTV cost, including installation, up to a maximum of \$500

TERMS AND CONDITIONS

1. CCTV (Closed Circuit Television) must be provided and installed in the City of Gosnells by a registered business with a Security Agent's Licence Number.
2. This Partnership Program is applicable to either new installed systems or upgrades to improve the quality of an existing system to meet the minimum technical requirements.
3. The CCTV system must be registered with [WA Police Force Cam-Map](#).
4. CCTV must include a public angle field of view overlooking a road, footpath, front verge or any other applicable public area. Rear properties, or properties with limited fields of view of a public area, are not eligible for funding.
5. The public facing camera must meet the following minimum technical requirements:
 - a) 4 megapixels or higher
 - b) 21 days constant recording
 - c) Night time capable
 - d) Hardwired camera
6. Applicants must submit a statement from their security installer that shows the technical requirements of their CCTV system.
7. The CCTV system must meet the face recognition requirements of the WA State CCTV Strategy Resolution Test Chart from 10 metres from the camera.
8. Applicants must provide a 5 second video clip from their CCTV system showing the public camera angle and resolution test chart 10 metres from the camera.
9. CCTV systems must be installed and the funding application form completed in full and submitted no more than two months after funding pre-approval. If a form is not received by the City within this timeframe, funding may no longer be available in this financial year.
10. The City will rebate half of the total cost of the CCTV system, up to \$500 per system.
11. One application per household, business or community group per year will be considered. Repeat applications will not be considered.
12. Applicants must maintain the CCTV system in working order for at least 12 months. Failure to do so will result in the City seeking to retrieve any payments made to the applicant.
13. The operator of the CCTV system must agree to provide footage to WA Police Force when requested. Failure to do so will result in the City seeking to retrieve any payments made to the applicant.
14. Applicants must not have a current outstanding debt with the City.
15. Local, State, and Federal Government properties are not eligible for funding.
16. The City reserves the right to cancel the rebate arrangements at any time if any of the terms or conditions have not been met. The City will not be liable for any cost incurred by the applicant.
17. The City will review all applications against existing approved applications in the same street section.
18. The City provides no guarantee that a rebate can be provided to all applicants.
19. Allocating funding to a system remains the discretion of the City.

APPLICATION INSTRUCTIONS

Step 1 – Read Terms and Conditions and Application Instructions

Please read the Terms and Conditions and Application Instructions carefully. This will ensure your application process goes smoothly and you get a quality CCTV system and your funding in a timely manner.

Step 2 – Contact security installers and get some quotes

The City recommends you get two or three quotes to keep prices competitive. You can find a list of local companies on the City's website, however you are welcome to go with whichever security installer you choose. Discuss options for your property and how much you are able to spend. Make sure you let the installer know the minimum technical requirements as part of this program.

Ask the installer to confirm that they will train you and show you how to use and operate your new CCTV system.

Step 3 – Contact the City of Gosnells

Email the City via council@gosnells.wa.gov.au with the following details:

- Property address
- Quotes from security company

Step 4 – Confirmation of your funding pre-approval

The City will contact you via email to confirm your eligibility for Safe City Community CCTV funding. This allocates funding to your system. The email will contain details for you to apply for your funding, a Test Resolution Chart and a digital copy of this application form.

Step 5 – Install and pay for your CCTV system

Please have your CCTV system installed by your security installer. It is completely up to you which installer you go with. Remember to get a copy of your proof of payment and the technical requirements of your system.

Make sure your security installer shows you how to use your system. Ask them to show you how to view your cameras and how to retrieve footage. It is important you know how to use your new system.

Step 6 – Complete and submit the funding application form

Please complete all sections of the funding application form and send it to the City within two months of your funding confirmation.

Remember to include all the required attachments:

- Proof of payment for your CCTV project (a paid invoice, receipt, bank transfer)
- A statement from your security installer that shows the technical requirements of your system
- A 5 second video clip from your CCTV system showing you holding up the Resolution Test Chart to your camera from 10 metres away
- Confirmation email from WA Police Force Cam-Map system

The CCTV system must be registered with the [WA Police Force Cam-Map](#).

Step 7 – Funding

The City will review your funding application against the agreed Terms and Conditions. In the event the City requires more information, an officer will contact you. Funds will be transferred electronically to the account nominated on the application form.

If you have any questions in relation to Safe City Community CCTV please email council@gosnells.wa.gov.au

SAFE CITY COMMUNITY CCTV – ALL SECTIONS NEED TO BE COMPLETED

APPLICANT DETAILS:

Applicant name:

Address (of location for CCTV system):

Suburb:

Postcode:

Address (of the applicant if different to above address):

Suburb:

Postcode:

Contact number:

Email:

Bank account name (for rebate):

Bank name:

BSB:

Account number:

CCTV SYSTEM DETAILS:

Number of cameras in the system:

Property type: Residential Business Community Group

Total cost of installation (amount on invoice):

Security Agent's Licence Number:

PROPERTY OWNER APPROVAL (IF APPLICANT IS NOT THE PROPERTY OWNER):

Name:

Address:

Suburb:

Postcode:

Contact number:

Email:

I approve the installation of the CCTV system to this property:

Signature: _____

Date: _____

WA POLICE FORCE FOOTAGE REQUEST AGREEMENT

The applicant agrees to provide CCTV footage to WA Police Force upon request. Failure to do so will void the rebate and the City will seek the return of the full amount.

Proof of purchase and installation included

Technical requirements included in proof of payment:

a) 4 megapixels

b) 21 days constant recording

c) Night time capable

d) Hardwired camera

Installer has provided training on retrieving and sending footage

5 second video clip attached

Confirmation email from Cam-Map WA Register attached

Feedback form completed

I have read all the Terms and Conditions and Application Instructions

I, the undersigned, confirm that I have read and agree to all Terms and Conditions of the City of Gosnells Safe City Community CCTV Program

Full name:

Signature: _____ Date: _____

HOW TO SIGN WITH ADOBE READER

1. Open the PDF document in the Adobe Acrobat Reader application.
2. Click the 'Fill & Sign' button in the right hand panel.
3. Click the 'Sign' button on the toolbar and select 'Add Signature' to add your signature to Adobe Acrobat Reader application.
4. Select 'Draw' and then draw your signature using your mouse or a touch screen.
5. After creating a signature, click 'Apply' to apply it to the document. Leave "Save Signature" checked and you can quickly add this signature in the future.
6. Position your signature where you want it with your mouse and click to apply it.
7. To save your signed PDF document, click File > Save and select a location for the file.

FEEDBACK FORM

To evaluate the success of the Safe City Community CCTV Rebate program, and to ensure the City maintains high standards in the provision of its services, please take the time to complete this feedback form. Please only tick one box per section

How safe do you feel in your home?

I feel very safe I feel safe Neutral I feel unsafe I feel very unsafe

How safe do you feel in your street?

I feel very safe I feel safe Neutral I feel unsafe I feel very unsafe

Do you feel safer after the installation of your CCTV system?

Yes No Unsure

Are there any areas in the City where you feel unsafe? (please be specific)

No Yes

Would you have installed a CCTV system if this funding was not available?

No Yes

How did you find the application process for the Safe City Community CCTV Program?

Very easy Easy Neutral Difficult Very difficult

Do you have any other feedback regarding the Safe City Community CCTV Program?

Thank you for completing the feedback form.
Please return this form and your application form as follows.

In person: City of Gosnells
Civic Centre
2120 Albany Highway
Gosnells WA 6110
8.30am to 5pm (Monday to Friday)

Mail: City of Gosnells
Safe City
PO Box 662
Gosnells WA 6990

Email: council@gosnells.wa.gov.au