

CCTV SUBSIDY PARTNERSHIP PROGRAM

GUIDELINES



To support businesses and eligible properties in the Shire of Corrigin to install CCTV systems that enhance public safety, deter crime, and improve collaboration with WA Police through Cam-Map WA registration.

OBJECTIVES

- Increase the number of CCTV systems overlooking public spaces within the Shire of Corrigin to enhance community safety and deter crime.
- Strengthen collaboration with WA Police by ensuring all subsidised systems are registered with Cam-Map WA and footage is accessible when required.
- Support local businesses and property owners to invest in security infrastructure that contributes to a safer and more resilient community.

PROCESS

Applicants are encouraged to contact the Deputy Chief Executive Officer to confirm eligibility and discuss the CCTV Subsidy Program requirements.

Use the CCTV Subsidy Application Form available on the Shire of Corrigin website. Applications must include:

- A quote for the CCTV system you intend to install.
- Details of the proposed system (number of cameras, public-facing coverage)
- Confirmation of Cam-Map WA registration (or intention to register)

Submit the Application Form to shire@corrigin.wa.gov.au

Applications will be reviewed by the Shire Executive Team and referred to Council for approval. Priority will be given to projects that improve community safety, deter crime, and meet technical requirements.

Applicants will be notified within one week of the Ordinary Council Meeting.

Approved systems should be installed within 30 days of approval. At least one camera must face a public space, and the system must be registered with Cam-Map WA. All projects must be completed within the relevant financial year, by 31 May.

Submit a Reimbursement Form within 30 days of installation, including:

- Paid invoice
- Photos of installed cameras
- Proof of Cam-Map WA registration

Funding will be reimbursed once the Shire verifies compliance.

Applications Open	From August each year (after the annual budget is adopted)
Applications Close	April each year
Notification of Outcome	Within one week following the subsequent Council Meeting

Note: These dates ensure projects can be completed by 31 May within the financial year. Exceptions may be considered by the Shire on a case-by-case basis.

The Shire will review how the program is performing at the end of each financial year and may make changes to eligibility, technical requirements, or funding limits if needed

WHO CAN APPLY?

Local businesses, community groups, and residents within the Shire of Corrigin, including property owners and tenants with written consent from the property owner.

WHAT CAN I APPLY FOR?

Applicants may seek up to \$500 per application per annum. The program will run subject to budget availability, with 10 rebates allocated per financial year. Rebates are paid after installation is verified and all required documentation is provided.

ELIGIBILITY

- Applicants must:
 - Be located within the Shire of Corrigin.
 - Have no outstanding debts to the Shire.
 - If a tenant, provide written consent from the property owner.
 - Install the CCTV system correctly and keep it in good working order.
 - Ensure at least one camera overlooks a public-facing area (e.g., verge, footpath, road, laneway).
 - Register the system with WA Police Cam-Map WA and provide footage upon request.

INELIGIBLE ITEMS:

- Systems purchased more than 12 months prior to application.
- Routine maintenance, consumables, or ongoing monitoring fees.
- Properties outside the Shire of Corrigin (unless establishing substantial operations within the Shire).

Applicants cannot receive funding from another Shire grant program in the same year for the same project.

HOW ARE APPLICATIONS ASSESSED?

Applications are reviewed by the Shire Executive and referred to Council for approval. Projects should align with the Shire's Council Plan and contribute to community priorities, such as:

Community Priority	Priority Action
1.2 Safe, accessible and inviting public places and facilities	1.2.2 Investigate opportunities / initiatives to collaborate with local businesses and community groups to enhance CCTV and lighting
1.3 High standard of community and recreation activities and facilities	1.3.6 Promote and deliver the Shire's Community Grant Scheme

Applicants must also demonstrate:

- Coverage of public facing area and contribution to community safety.
- Compliance with technical requirements and installation standards.
- Value for money and feasibility (licensed installer, clear scope, realistic timelines).
- Applicant history with the Shire (e.g. acquittals completed, no outstanding debts).

MINIMUM TECHNICAL REQUIREMENTS

- Minimum camera resolution: 6 megapixel (or equivalent).
- Night-time capable (IR/night vision) and adequate lighting (e.g. sensor lights).
- Sufficient field of view to cover a public-facing area and capture usable evidence.
- Secure storage (DVR/NVR or cloud) retaining footage for at least 14 days.

ACQUITTAL AND REIMBURSEMENT

- Submit a brief acquittal within 30 days of installation, including proof of expenditure and photos of the installed cameras.
- Rebate is paid to the applicant's nominated bank account upon successful verification.

Once the acquittal is successfully assessed, funding will be reimbursed. Failure to complete the acquittal process may disqualify the applicant from future funding.

ACKNOWLEDGEMENT

Successful applicants should acknowledge the Shire's support (e.g. shopfront sticker, website or social media mention). The Shire logo can be provided upon request.

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APPLICATION FORM



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APPLICATION CHECKLIST & ELIGIBILITY

- Property owner consent obtained (if applicable)
- A quote for the proposed CCTV system
- At least one camera overlooks a public-facing area
- System registered with WA Police Cam-Map WA
- No outstanding debt with the Shire
- Acknowledgment of subsidy conditions

APPLICANT DETAILS

Applicant Name	
Contact Person/Position	
Phone Number	
Email Address	
Postal Address	
ABN (if applicable)	

Registered for GST? ☐ Yes ☐ No

Bank Details (BSB & Account No): _____

SUBSIDY DETAILS

Installer Details (name of person or business): _____

Number of cameras to be installed: _____

Location of cameras (include at least one public-facing): _____

Cam-Map WA registration confirmation (or intention to register): _____

Project description (include why funding is needed and how installation will be delivered):

RISK ASSESSMENT

Identify potential risks to the project and outline mitigation strategies.

Risk	Likelihood	Mitigation Strategy

BUDGET SUMMARY

Attach quotes or estimates to support your application.

Item	Supplier	Total Cost (ex GST)	Rebate Requested (up to \$500)

PREVIOUS FUNDING HISTORY

Has your business received any funding from the Shire in the last 2 years? If yes, provide details:

Year	Amount	Purpose

ACKNOWLEDGMENT PLAN

How will you acknowledge the Shire of Corrigin's support for this project (e.g., signage, social media, website)?

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DECLARATION

- I confirm that I am authorised to submit this application and that the information provided is true and correct.
- I confirm that at least one camera will overlook a public-facing area and that the system will be registered with WA Police Cam-Map WA.
- I confirm that I have no outstanding debt with the Shire.
- I agree to provide further information if required and to submit a Reimbursement Form within 30 days of project completion.
- It is my intention to keep the CCTV system in good working order.
- I give permission for the Shire to use this project in promotional material.

Name: _____

Position: _____

Signature: _____

Date: _____

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REIMBURSEMENT FORM



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This form must be completed and submitted within 30 days of CCTV installation, along with proof of expenditure and supporting documentation (receipts/invoices, photos, Cam-Map WA registration).

APPLICANT DETAILS

Business Name	
Contact Person	
Position	
Phone Number	
Email Address	
Postal Address	

PROJECT DETAILS

Installer Name (or person who installed the system): _____

Installation Date: _____

Number of Cameras Installed: _____

Cam-Map WA Registration Confirmation: _____

RISK DETAILS

Was there any risks identified?

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How did you overcome them?

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REIMBURSEMENT DETAILS

Approved Subsidy Amount: _____

Total Funds Spent: _____

Unspent Funds (if any): _____

Income

Source	Amount

Expenditure

Item	Supplier	Amount

ATTACHMENTS CHECKLIST

- Receipts or invoices for all expenditure
- Photographs of installed cameras
- Proof of Cam-Map WA registration
- BSB & Account Details

DECLARATION

- I confirm that I am authorised to submit this acquittal and that the information provided is true and correct.
- I confirm that all required supporting documentation is attached.
- I confirm that at least one camera overlooks a public-facing area and that the system is registered with WA Police Cam-Map WA.
- I confirm it is my intention to keep the CCTV system in good working order.
- I understand that false or misleading statements may disqualify the organisation from future funding.

Name: _____

Position: _____

Signature: _____

Date: _____