

2022 Alice Springs and Darwin Taxi Licence Ballots

Information package for intending participants

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Acronyms	Full form
CPV	Commercial Passenger Vehicle
ID card	Northern Territory Commercial Passenger Vehicle Identification Card
NT	Northern Territory
MPT	Multiple Purpose Taxi

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1. Background

The Minister for Infrastructure, Planning and Logistics approved the removal of the Alice Springs and Darwin cap on taxi licences, which will be implemented through an annual staged process over the next five years (until 2026) via a ballot allocation process. If it becomes apparent within the five year timeframe that there is no further demand or eligible applicants, the cap will be removed within the five year timeframe; alternatively, the cap is scheduled to be removed following the 2026 taxi ballot allocation.

The Department of Infrastructure, Planning and Logistics (the Department) will be releasing 10 new multiple purpose taxi (MPT) licences for the Darwin region and five (5) new MPT licences in Alice Springs in 2022, all of which will be allocated through the ballot process.

Applications to enter the ballots will be open from **Monday, 12 December 2022** and will close at **2pm CST, Friday, 13 January 2023**.

The ballot draw date will be determined following the applications close date, once the Department has completed assessing all received applications.

2. Ballot structure

The 2022 Alice Springs and Darwin Taxi Licence Ballots will be conducted in a two tiered structure with priority being given to persons who have been active in the taxi industry for three or more years.

2.1 Tier 1 (priority applicants)

Tier 1 (priority applicants) is open to applicants who have had experience driving a taxi in the NT for a minimum of three years. Applications that meet the criteria of Tier 1 will take priority over Tier 2 (subsequent applicants); this means that the drawn applicants of Tier 1 will first be offered a MPT licence before the drawn applicants of Tier 2, in the order that applications are drawn in.

The eligibility criteria for entry into the 2022 Alice Springs and Darwin Taxi Licence Ballots is limited to any individual who:

1. has completed and submitted a 2022 Darwin or Alice Springs taxi ballot application form of a type approved by the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services) – an individual can only submit one application, being either for the Darwin ballot or the Alice Springs ballot;
2. has not held a licence to operate a taxi for at least 12 months prior to the drawing of the ballot (*this includes individuals who have an interest as a director or shareholder of a body corporate that holds one or more current taxi licences in the NT*);
3. is the holder of a current taxi commercial passenger vehicle identity card (CPV ID card), issued in accordance with section 74(1) of the Act;
4. has, to the satisfaction of the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services), been actively driving a taxi for hire or reward in the NT for at least 12 months prior to the drawing of the ballot;
 - a. this tier is open to applicants who have had experience driving a taxi for a minimum of three years; and
 - b. have driven at least 15 days per month for nine months of every year for a minimum of the last three years;

5. has, in the opinion of the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services), a satisfactory compliance history for entry into the ballot;

Director's note: Satisfactory compliance history to be determined by using the below guidelines:

- any substantiated complaints;
- driving history and whether the applicant has shown a pattern of offending;
- court matters;
- warnings and other administrative actions taken against the applicant;
- ID card and/or H endorsement suspensions issued by the Department; and
- any other matter deemed relevant in determining the character of an applicant by the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services).

6. is normally a resident in the NT and has held a NT driver licence for at least 12 months prior to the drawing of the ballot; and
7. is currently accredited as an operator under Part 3 of the Act.

Director's note:

Applicants will be responsible for providing sufficient evidence to satisfy the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services) that they meet the above eligibility criteria. This means applicants must also include the following supporting documentation with their application:

1. their certificate of operator accreditation issued by the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services) under Part 3 of the Act, (refer to Condition of entry bullet points 7);
2. a certified copy of their current CPV ID card and arrange for the taxi network/s they have worked for to provide a report and complete and sign the driving experience declaration on the application form, verifying that they have been driving a taxi for the minimum amount of time declared under Conditions of entry bullet points 4;
3. arrange for the taxi network/s they have worked for to complete and sign the compliance history declaration on the application form advising of the applicant's compliance history while working under the taxi network/s; and
4. documentary evidence of their residency in the NT e.g. certified copy of their current NT driver licence.

2.2 Tier 2 (subsequent applicants):

Tier 2 (Subsequent applicants) is open to applicants who have had experience driving a taxi in the NT for a minimum of 12 months. Applications that meet the criteria of Tier 1 will take priority over Tier 2 (subsequent applicants); this means that the drawn applicants of Tier 1 will first be offered a multiple purpose taxi licence before the drawn applicants of Tier 2, in the order that applications are drawn in.

The eligibility criteria for entry into the 2022 Darwin and Alice Springs taxi ballots is limited to any individual who:

1. has completed and submitted a 2022 Darwin or Alice Springs taxi ballot application form of a type approved by the Director of Commercial Passenger (Road) Transport (Executive Director

Transport Safety and Services) – an individual can only submit one application, being either for the Darwin ballot or the Alice Springs ballot;

2. has not held a licence to operate a taxi for at least 12 months prior to the drawing of the ballot (*this includes individuals who have an interest as a director or shareholder of a body corporate that holds one or more current taxi licences in the NT*);
3. is the holder of a current taxi commercial passenger vehicle identity card (CPV ID card), issued in accordance with section 74(1) of the Act;
4. has, to the satisfaction of the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services), been actively driving a taxi for hire or reward in the NT for at least 12 months prior to the drawing of the ballot;
 - a. this tier is open to applicants who have had experience driving a taxi for a minimum of 12 months; and
 - b. has driven at least 1 day per month for nine months of every year for a minimum of the last 12 months.
5. has, in the opinion of the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services), a satisfactory compliance history for entry into the ballot;

Director's note: Satisfactory compliance history to be determined by using the below guidelines:

- any substantiated complaints;
- driving history and whether the applicant has shown a pattern of offending;
- court matters;
- warnings and other administrative actions taken against the applicant;
- ID card and/or H endorsement suspensions issued by the Department; and
- any other matter deemed relevant in determining the character of an applicant by the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services);

6. is normally resident in the NT and has held a NT driver licence for at least 12 months prior to the drawing of the ballot; and
7. is currently accredited as an operator under Part 3 of the Act.

Director's note:

Applicants will be responsible for providing sufficient evidence to satisfy the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services) that they meet the above eligibility criteria. This means applicants must also include the following supporting documentation with their application:

1. their certificate of operator accreditation issued by the Director of Commercial Passenger (Road) Transport (Executive Director Transport Safety and Services) under Part 3 of the Act, (refer to Condition of entry bullet points 7);
2. a certified copy of their current CPV ID card and arrange for the taxi network/s they have worked for to provide a report and complete and sign the driving experience declaration on the application form, verifying that they have been driving a taxi for the minimum amount of time declared under Conditions of entry bullet points 4;

3. arrange for the taxi network/s they have worked for to complete and sign the compliance history declaration on the application form advising of the applicant's compliance history while working under the taxi network/s; and
4. documentary evidence of their residency in the NT e.g. certified copy of their current NT driver licence.

3. How does a ballot work

Taxi Ballots work in a sequence of stages:

Stage 1: Applications open to the public.

Applicants can request a Ballot application pack from two locations listed under [section 4](#) of this document. Ballot application packs are assigned a unique serial number, which is allocated only once, and is specific to the applicant that has requested an application pack from the Department. All serial numbers and applicants are recorded by the Department.

Stage 2: Assessment process.

This process immediately begins on the submitted applications so as to prevent further delay in finalising the 2022 Alice Springs and Darwin Taxi Ballot Allocation. The assessment process is also conducted in stages to ensure thorough assessment of each application, while utilising multiple sources of quality assurance.

1) Assessment Process Stage 1:

- a. Confirmation that the applicant does not currently hold a taxi commercial vehicle licence, nor has any interests (as a shareholder or Director) of a body corporate that does already hold a taxi commercial vehicle licence;
- b. Confirmation of residency within the NT; and
- c. Confirmation that the applicant holds current operator accreditation.

2) Assessment Process Stage 2: Confirmation of NT CPV ID card requirements. Department staff will identify the correct tier to allocate the applicant to, depending on their driving experience timeframes, in accordance with conditions 4 of Tier 1 and Tier 2 (please refer to [section 2.1](#) and [2.2](#) of this document).

3) Assessment Process Stage 3: Assessment of the applicant's compliance history, including licence convictions and demerit points, 'h' endorsement and CPV ID Card suspensions and driver profile, network reports, and criminal history checks. The application and recommendation is then forwarded to the Panel for the outcome assessment.

4) Assessment Process Stage 4: The Panel assess the recommendation and applications to determine an outcome; if no outcome can be reached by the Panel, the application is then forwarded to the Director Commercial Passenger (Road) Transport for the final assessment and determination.

Stage 3: Applications close.

Applications for the 2022 Alice Springs and Darwin Taxi Ballot Allocation will close at 2pm, Friday, 13 January 2023. No extensions will be provided.

Stage 4: Continuing assessment process.

The assessment process continues on remaining submitted applications. See [Stage 2](#) above for details on the assessment process and stages.

All applications deemed to meet the criteria will have their serial numbers added to the Ballot Draw.

Stage 5: Ballot draw occurs.

Once the Ballot application period has closed, the Department will then determine the timeframe to conduct each Ballot draw.

All applicants will be advised of their status application outcome (i.e. does or does not meet the criteria, or further information is required). All application serial numbers, for eligible applicants that have met all of the criterion for either Tier 1 or Tier 2, will be entered into the ballot draw; applicants who do not meet the criteria will not be entered into the draw.

The ballot to allocate the available MPT licences will be conducted as a random draw of eligible applicants. Each ballot application will be pre-numbered with an application number unique to the applicant it is issued to. All eligible application numbers will be entered into the draw. A record will be kept of the numbers drawn and the order in which they are drawn. MPT licences will be offered according to the order of the numbers drawn.

The numbered balls are placed into a rotated barrel and drawn at random, one by one, until all balls have been drawn. Available MPT licences will be offered to the applicants who have been drawn in order until there are no available licences remaining. In the event that one of the successful applicants cannot proceed with the MPT licence, the licence will then be offered to the applicant whose serial number was drawn next in line.

Applicants may only enter into one ballot (i.e. Darwin or Alice Springs) and cannot submit multiple applications (i.e. one application per person).

3.1 Ballot draw FAQs

What happens if the amount of Tier 1 eligible applicants is less than the amount of licences available for allocation in that region?

Licences will first be issued to the Tier 1 applicants, with the remaining available licences being allocated to Tier 2 applicants through the ballot process.

Example:

Alice Springs has five licences available for allocation, but has only received two eligible Tier 1 applications, which leaves three remaining licences.

Given that Tier 1 is reserved for priority applications, all eligible Tier 1 applicants are automatically offered a taxi licence. The remaining three licences will then be allocated through the ballot to eligible Tier 2 applicants.

What happens if the amount of eligible Tier 1 applicants is equal to the amount of licences available for allocation in that region?

A ballot will not be conducted for that region. All licences will be issued to all eligible Tier 1 applicants; this does not mean that the cap will be removed, a ballot will still be held for the following taxi licence allocation, given that the level of interest is sufficient to the amount of licences up for allocation.

Example:

Alice Springs has five licences available for allocation, and has received a total of five eligible applications.

All five eligible applicants are automatically offered a taxi licence. A ballot will not be conducted as there are no other eligible applicants.

4. Collection of Application Packs:

Application packs can either be posted out to applicants, or it can be collected in person by the applicant. Application packs may be requested from the below locations:

Darwin Ballot:

Phone or email	8924 7580 or cpv.compliance@nt.gov.au
Personal collection	Commercial Passenger Vehicles Office Level 2 Energy House, 18-20 Cavenagh Street, Darwin. Open between 8:30 am to 4pm, Monday to Friday

Alice Springs Ballot:

Phone or email	8951 5551 or may.taylor@nt.gov.au
Personal collection	Level 1 Greenwell Building, 50 Bath Street, Alice Springs. Open between 8:30 am to 4 pm, Monday to Friday

Please note that as each application form is recorded against an individual with a specific serial number attached to the applicant, it is important to have appropriate identification at hand when seeking to obtain an application pack (i.e. appropriate photo identification, current postal address, telephone number).

5. Submitting Your Application:

Completed applications for Darwin and Alice Springs can be submitted via the below options.

All completed original ballot papers must be posted or personally delivered:

Post	Ballot Contact Officer Commercial Passenger Vehicles Office GPO Box 2520 DARWIN NT 0801
Personally deliver to:	<p><u>Darwin:</u> Commercial Passenger Vehicles Branch 2nd Floor Energy House 18-20 Cavenagh Street, Darwin between 8:30 am to 4 pm Monday to Friday</p> <p><u>Alice Springs:</u> Level 1 Greenwell Building, 50 Bath Street, Alice Springs. Open between 8:30 am to 4 pm Monday to Friday</p>

Please note any member of the public is welcome to observe the ballot draw.

6. Lodgement of applications

The approved application form for the 2022 Alice Springs and Darwin Taxi Licence Ballot is titled below and is only issued by the Department.

- 1) Tier 1 - Application Form – 2022 Darwin Taxi Licence Ballot;
- 2) Tier 2 - Application Form – 2022 Darwin Taxi Licence Ballot;
- 3) Tier 1 - Application Form – 2022 Alice Springs Taxi Licence Ballot; or

4) Tier 2 - Application Form – 2022 Alice Springs Taxi Licence Ballot.

All fields on the application form must be completed in full. Incomplete or non-conforming responses will be considered ineligible. Ballot papers which contain alterations or deletions or are not clear and legible may be excluded from the ballot process. **It is your responsibility to ensure your ballot application form is legible, correct and completed in full.**

In entering the ballot, applicants agree to the Department making its own enquiries (for instance, by conducting its own searches) including requesting further information from the applicant for the purpose of satisfying the Director that the applicant meets the eligibility criteria for the ballot.

Applicants also consent to the Department obtaining any relevant record from any taxi network/s they may have operated under within the last year. This will verify evidence to support your application (i.e. proof that you have a driving experience for the minimum amount of time identified under condition 4 of each Tier 1 or Tier 2, and your compliance history is satisfactory).

Applications delivered by hand, courier or post must be in a sealed envelope, marked with the unique Application Number issued on your Application Form on or before the closing date of 2pm CST, Friday, 13 January 2023

Verbal, electronic lodgements or copies of the original application are not original applications and will not be considered.

Applications will be used only for the 2022 Alice Springs and Darwin Taxi Licence Ballots. Applications submitted for this ballot will not be carried forward to any future ballots.

6.1 Ballot number

A ballot draw is identified with a unique number. Please refer below for the current ballot numbers.

- **Darwin Tier 1:** T1/DWNMPT – 0001;
- **Darwin Tier 2:** T2/DWNMPT – 0001;
- **Alice Springs Tier 1:** T1/ASPMPT – 0001; or
- **Alice Springs Tier 2:** T2/ASPMPT – 0001.

The unique Application Number must be included as the first line of the address when lodging an application.

6.2 Closing time and date

Receipt of applications will close at 2pm, CST on Friday, 13 January 2023. Applications received after the stated closing time will not be accepted.

7. Applicants to inform themselves

It is the applicant's responsibility to fully inform themselves of all conditions and requirements of submitting an application to enter the 2022 Alice Springs and Darwin Taxi Licence Ballots.

It is also the responsibility of the applicant to inform themselves of the regulatory and legislative requirements of obtaining and maintaining a taxi licence and a taxi vehicle in the NT, as well as the fees involved in the licensing process.

8. Allocation of taxi licences

The ballot will be a random draw and will take place on a date yet to be advised by the Department. All applications will be listed beside their drawn position.

The random draw will be held as soon as possible after the close of the ballot application period and will be advertised to the public. Interested persons are invited to attend the random draw.

All available MPT licences will be drawn at this ballot.

Successful applicants will be advised in writing of the offer to take up a MPT licence. The offer is open to acceptance for a period of 14 days from the date of the emailed advice; applicants must advise the Ballot Contact Officer in writing of their acceptance or declination.

The offer of a MPT licence is not transferrable by the applicant. The Department will advise all applicants of the draw results after the 14 day offer period.

8.1 Offer accepted

Applicants who accept the offer of a MPT licence will pay all licence fees, vehicle purchase, fit-out and registration costs, and all taxes, fees and charges related to the ongoing operation of that licence and must abide by the requirements of legislation in the NT. A licence will only be issued in the name of the applicant drawn in the ballot.

Acceptance of offers will be acknowledged by email. The current annual licence costs for an MPT licence in Alice Springs and Darwin is \$300 per annum.

The NT Government expects that successful applicants will have their vehicles registered as MPTs within 12 weeks from the ballot draw date. No requests for extensions to this timeframe will be accepted.

Failure to comply with these requirements may mean that an offer is withdrawn and the next listed applicant from the same licence draw will be offered the licence.

8.2 Offer declined

If an offer to take up a MPT licence is declined, the licence will be offered to the next drawn applicant from the 2022 Alice Springs and Darwin Taxi Licence Ballots.

Offers declined will be acknowledged in writing.

8.3 Change of licence category not permitted

An MPT licence cannot be converted to a standard taxi licence.

8.4 No advantage to a particular CPV operator

Current Northern Territory Government (Department of Infrastructure, Planning and Logistics) policy requires that taxi network terms and conditions do not give an advantage to any particular CPV operator regarding the ability to apply to participate in a ballot or accept an offer of a licence.

8.5 Acceptable vehicles

New or in-service vehicles which are modified for use as MPTs require certification (acceptable to the Department) that the vehicle complies with all relevant Australian Design Rules and applicable Australian Standards. A written application to modify a vehicle for use as an MPT must be submitted to Vehicle Standards Section (VSS).

For further information on this process, contact the Department's Vehicle Standards and Compliance Branch on telephone 8924 7041 or 8924 7214.

9. Ballot contact officer

All questions about the ballot must be directed to the authorised contact person:

Ballot Contact Officer
Denise Raymond
Commercial Passenger Vehicles
Department of Infrastructure, Planning and Logistics

Phone: (08) 8924 7840
Email: cpv.compliance@nt.gov.au

10. Licences becoming available between ballot dates

Should any of the new MPT licences issued under the 2022 Alice Springs and Darwin Taxi Licence Ballots be returned within six months of the ballot being drawn, the returned MPT licence may be offered to the next eligible application drawn from the ballot.

Licences returned after the six-month period will be placed in a pool of licences to be offered in future taxi licence ballots, should there still be a need to conduct a taxi ballot.