

Commercial Passenger Vehicles Information Bulletin – CPV11

Minibus licence

Introduction

A minibus is a vehicle approved by the Director of Commercial Passenger (Road) Transport (the Director) that is fitted, equipped or constructed to carry nine to 15 passengers. A minibus is used to carry passengers for the purpose of hire or reward with the services of a driver.

Requirements

To operate a minibus

- To operate a minibus, you must be an accredited operator under the *Commercial Passenger (Road) Transport Act 1991*. Once accredited, you are then required to apply for a minibus licence.
- To apply for operator accreditation to operate a minibus, complete the application form CPVF01, and all other requirements as laid out in the application, then submit at your local Motor Vehicle Registry (MVR) office with the prescribed fee.
- Before a minibus licence can be issued you must have your vehicle checked and approved by an MVR Transport Inspector and pay the prescribed fee (see the Operating Conditions section below).
- You must keep records relating to the operation of the minibus as set out in the current Minibus Regulations 1998.

To drive a minibus

- To drive a minibus for the purpose of hire or reward, you must:
 - a) be the holder of a current driver's licence (usually a 'LR' class)
 - b) be the holder of a licence to drive commercial passenger vehicles (CPVs) ('h' endorsement)
 - c) have successfully been endorsed by either a minibus network or operator where there is not a network, on meeting the approved training competencies, and
 - d) be the holder of a current CPV ID Card with minibus endorsed against the ID Card.
- Any person who drives a vehicle that is registered as a CPV must have zero a blood drug and alcohol levels.

Operating Conditions

- When applying for a minibus licence the person applying for that licence must be the same as the person who owns the vehicle.
- If a minibus licence is expired for a period of more than three months it will be considered cancelled.
- There is provision to place a minibus licence on hold for an approved period (conditions apply).
- A minibus is permitted to stand for hire in designated minibus ranks.

- A minibus is permitted to respond to hails e.g. if a potential customer waves you down from the footpath you can pull over and pick that person up providing it is safe to do so.
- The annual fee for a standard minibus licence varies from region to region.
- Darwin \$3,000 Katherine \$1625 Gove \$975
Alice Springs \$2,600 Tennant Creek \$975
- A full payment of 12 months will apply to any new minibus licence that is issued. Following the initial 12 month period the option of 3, 6, 9 and 12 monthly payments are available.
- The annual fee for a wheelchair accessible minibus is \$300 regardless of the region.
- A person cannot operate a minibus within an area that is not specified in the minibus licence.
- You must have an approved security camera system fitted to the minibus that is tested and certified by an Authorised Person.
- The holder of the licence is to ensure that any injury to a person arising out of or in the course of the person’s engagement to drive the minibus endorsed on the licence is covered by a policy of insurance.
- Dome lights must be fitted as described in the Minibus In-Service Vehicle Maintenance Standards.
- The operator of a commercial passenger vehicle must not allow the vehicle to be made available for hire or reward if the vehicle is unsafe. A vehicle is considered unsafe if it is likely to endanger the safety of any person, public safety or any property. Some examples of where a vehicle may be considered unsafe include; frayed seatbelts, dislodged or damaged panels, faulty airbags, bald or damaged tyres and misaligned or damaged door seals. Operators should have appropriate systems in place to ensure their vehicles are maintained in a safe condition.

Drivers also play an important part with monitoring vehicle condition and must check the vehicle prior to commencing each shift. Where the vehicle is found to be unsafe, the driver must immediately report the issue to the operator for rectification and cease operating. Substantial fines apply to both operator and driver found operating an unsafe vehicle for hire or reward. The vehicle may also be defected, necessitating a full roadworthy inspection.

General Information

Any person who operates or drives an minibus must comply with all relevant Acts, Regulations, Key Performance Indicator standards and any Code of Conduct pertaining to minibuses.

For information on how to obtain a licence to drive CPVs see [Information Bulletin CPV05](#) and [Information Bulletin CPV18](#). For further information on Commercial Passenger Vehicles, visit www.nt.gov.au/driving/industry.

This Information Bulletin is a guide only and contains general information and requirements in relation to the CPV industry. This document should not be regarded as a strict interpretation of Northern Territory law and In-Service Vehicle Maintenance Standards.

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