

# 2023 Alice Springs and Darwin Taxi Licence Ballots

Information package for intending participants

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Acronyms	Full form
CPV	Commercial Passenger Vehicle
CVL	Commercial Vehicle Licence
ID card	Northern Territory Commercial Passenger Vehicle Identification Card
MPT	Multiple Purpose Taxi
NT	Northern Territory
STD	Standard Taxi
The Act	<i>Commercial Passenger (Road) Transport Act 1991</i>

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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 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 26 licences for the 2023 taxi ballots. These licences comprise of the following in each specified region:

## Alice Springs

- Four multiple purpose taxi licences
- Three standard taxi licences

## Darwin

- Eight multiple purpose taxi licences
- 11 standard taxi licences

Applications to enter the ballots will be open from **Tuesday, 2 January 2024** and will close at **4pm, Wednesday, 31 January 2024**.

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

# 2. Ballot structure and criteria

The 2023 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 licence for the licence type they have applied for, before the drawn applicants of Tier 2, in the order that applications are drawn in.

The eligibility criteria for entry into the 2023 Alice Springs and Darwin Taxi Licence Ballots is limited to any individual who:

1. Has completed and submitted a 2023 Alice Springs or Darwin taxi ballot application form of a type approved by the Director of Commercial Passenger (Road) Transport (the Director).

An individual can only enter into one ballot (i.e. Darwin or Alice Springs and one licence type) and cannot submit multiple applications (i.e. one application per person).

The application form will require the applicant to arrange for the taxi network/s they have worked for to:

- provide a report and complete and sign the driving experience declaration, verifying that they have been driving a taxi for the minimum amount of time declared under criteria 4; and

- complete and sign the compliance history declaration advising of the applicant's compliance history while working under the taxi network/s.
2. Has not held a commercial vehicle licence to operate a taxi in Alice Springs or Darwin 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 *Commercial Passenger (Road) Transport Act 1991* (the Act).
  4. Has, to the satisfaction of the Director of Commercial Passenger (Road) Transport (the Director), 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 (tier 1) 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, a satisfactory compliance history for entry into the ballot.

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 or Network; and
- any other matter deemed relevant in determining the character of an applicant by the Director.

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.
7. Is currently accredited as an operator under Part 3 of the Act.

## 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 taxi licence before the drawn applicants of Tier 2, in the order that applications are drawn in.

The eligibility criteria for entry into the 2023 Alice Springs and Darwin taxi ballots is limited to any individual who:

1. Has completed and submitted a 2023 Alice Springs or Darwin taxi ballot application form of a type approved by the Director.

An individual can only enter into one ballot (i.e. Darwin or Alice Springs and one licence type) and cannot submit multiple applications (i.e. one application per person).

The application form will require the applicant to arrange for the taxi network/s they have worked for to:

- provide a report and complete and sign the driving experience declaration, verifying that they have been driving a taxi for the minimum amount of time declared under criteria 4; and

- complete and sign the compliance history declaration advising of the applicant's compliance history while working under the taxi network/s.
- 2. Has not held a commercial vehicle licence to operate a taxi in Alice Springs or Darwin 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, 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 one 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, a satisfactory compliance history for entry into the ballot.

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 Network; 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.
  - 7. Is currently accredited as an operator under Part 3 of the Act.

### 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 from two locations listed under [section 4](#) of this document. Ballot applications are assigned a unique serial number, which is allocated only once, and is specific to the applicant that has requested the application. 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 2023 Alice Springs and Darwin Taxi Ballot. The assessment process is conducted in stages to ensure thorough assessment of each application, while utilising multiple sources of quality assurance.

##### 1) Assessment process – Stage 2A:

Confirmation that the applicant;

- a) has not held a commercial vehicle licence in Alice Springs or Darwin within in the last 12 months, nor has any interests (as a shareholder or Director) of a body corporate that does already hold a taxi commercial vehicle licence;
- b) is a resident of the NT and has held a NT driver licence for 12 months; and
- c) holds current operator accreditation.

- 2) **Assessment process – Stage 2B:** Confirmation of NT CPV ID card requirements. Department staff will identify the correct tier to allocate the applicant to, depending on the applicant's 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 2C:** 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 2D:** 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 2023 Alice Springs and Darwin Taxi Ballot Allocation will close at 4pm, Wednesday, 31 January 2024. 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 applicants will be advised of their application outcome via email (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.

### Stage 5: Ballot draw occurs

Once the ballot application period has closed, the department will determine the timeframe to conduct each ballot draw.

The ballot to allocate the available licences will be conducted as a random draw of eligible applicants. All eligible application numbers will be entered into the draw. Licences will be offered according to the order of the numbers drawn. A record will be kept of the numbers drawn and the order in which they are drawn.

The numbered balls are placed into a rotated barrel and drawn at random, one by one, until all balls have been drawn. Available 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 allocated licence, the licence will then be offered to the applicant from the same ballot draw, whose serial number was drawn next in line.

Please note any member of the public is welcome to observe the ballot draw and the ballot will be live streamed.

### 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 four MPT licences available for allocation, but has only received two eligible Tier 1 applications, which leaves two remaining licences.

Given that Tier 1 is reserved for priority applications, all eligible Tier 1 applicants are automatically offered a taxi licence. The remaining two 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:**

Darwin has 11 standard taxi licences available for allocation, and has received a total of 11 eligible applications.

All 11 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

Application packs can either be posted out to applicants, or can be collected in person by the applicant. Due to the time it can take for your application to arrive via post, it is advised that it is obtained in person.

Application packs may be requested from the below locations:

**Darwin Ballot:**

**Phone or email**

8924 7580 or [cpv.compliance@nt.gov.au](mailto: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 4 pm, Monday to Friday

**Alice Springs Ballot:**

**Phone or email**

8951 5551 or [therese.schutt@nt.gov.au](mailto:therese.schutt@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



Each application form is recorded against an individual, it is important to have photo identification at hand when requesting an application form.

## 5. Submitting your application

All completed original ballot papers must be posted or personally delivered via the below options.

**Post**

Ballot Contact Officer  
Commercial Passenger Vehicles Office  
GPO Box 2520  
DARWIN NT 0801

**Personally deliver to:**

**Darwin:**  
Commercial Passenger Vehicles Office  
2nd Floor Energy House  
18-20 Cavenagh Street, Darwin  
between 8:30 am to 4 pm Monday to Friday

**Alice Springs:**  
Level 1 Greenwell Building, 50 Bath Street, Alice Springs.  
between 8:30 am to 4 pm Monday to Friday

## 6. Lodgement of applications

The approved application forms for the 2023 Alice Springs and Darwin Taxi Licence Ballot are titled below and are only issued by the department.

- 1) Tier 1 - Application Form – 2023 Darwin Taxi Licence Ballot;
- 2) Tier 2 - Application Form – 2023 Darwin Taxi Licence Ballot;
- 3) Tier 1 - Application Form – 2023 Alice Springs Taxi Licence Ballot; **or**
- 4) Tier 2 - Application Form – 2023 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 you may have operated under. 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 must be received by the department on or before the closing date of 4pm, Wednesday, 31 January 2024. Verbal, electronic lodgements or copies of the original application are not original applications and will not be considered unless the applicant can demonstrate exceptional circumstances.**

Applications will be used only for the 2023 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 application is identified with a unique serial number. Please refer below for an example of the current ballot numbers.

- **Darwin Tier 1:** T1/DWNMPT23 – 0001
- **Darwin Tier 2:** T2/DWNMPT23 – 0001
- **Darwin Tier 1:** T1/DWNSTD23 – 0001
- **Darwin Tier 2:** T2/DWNSTD23 – 0001
  
- **Alice Springs Tier 1:** T1/ASPMPT23 – 0001
- **Alice Springs Tier 2:** T2/ASPMPT23 – 0001
- **Alice Springs Tier 1:** T1/ASPSTD23 – 0001
- **Alice Springs Tier 2:** T2/ASPSTD23 – 0001

## 6.2 Closing time and date

Receipt of applications will close at **4pm, Wednesday, 31 January 2024** 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 2023 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, operating and maintaining a taxi 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 licences will be drawn at this ballot.

Successful applicants will be advised in writing of the offer to take up a 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 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 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 CVL costs for the taxi licences are:

### Darwin

- MPT: \$300
- Standard taxi licence : \$5000

### Alice Springs

- MPT: \$300
- Standard taxi licence : \$4000

Licence fees are to be paid in advance for the first 12 months and then a quarterly renewal payment option is available for standard taxis only.

The NT Government expects that successful applicants will have their vehicles registered as taxis within the following timeframes from the date of CVL approval:

- eight weeks for a standard taxi; and
- 12 weeks for an MPT.

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 licence is declined, the licence will be offered to the next drawn applicant from the same licence draw.

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

## 8.4 No advantage to a particular CPV operator

Current department 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

Vehicles must comply with the [Taxi In-Service Maintenance Standards](#) prior to being presented for inspection as a taxi.

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 completed [VS32 application to modify a vehicle light vehicle](#) for use as an MPT must be submitted to Vehicle Standards Section.

For further information on this process, contact the department's Vehicle Standards and Compliance Branch on telephone 8924 7041 or 8924 7214 or email [vehiclestandards.mvr@nt.gov.au](mailto:vehiclestandards.mvr@nt.gov.au)

## 9. Ballot contact officer

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

Ballot Contact Officer  
Simon Gillam  
Commercial Passenger Vehicles Office  
Department of Infrastructure, Planning and Logistics

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

## 10. Licences becoming available between ballot dates

Should any of the licences issued under the 2023 Alice Springs and Darwin Taxi Licence Ballots be returned within six months of the ballot being drawn, the returned licence may be offered to the next eligible application drawn from the same ballot draw.

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.