

Licensed Certifiers Association General Meeting – AGENDA 2024-2025

Venue: TAFE Wetherill Park - The Horsley Dr, Wetherill Park NSW 2164 (*Industry room in X block*)

Meeting Start 6.00pm March 17th 2025

Zoom Meeting Address: <https://us06web.zoom.us/j/86749676253?pwd=J4JyfHbqBS4lKdi89JaoStWHD77BQN.1> All members present must sign in the LCA attendance book.

Open Meeting Chair: _____ Time: _____ Date: _____

Attendees:

Zoom

Apologies: _____

Previous Minutes: May be read out by the secretary Or

Nomination that previous meeting minutes to be correct: _____ Seconded: _____

Matters arising from the previous minutes: Items 1-13.

Item No	Agenda Item	Action/ Notes	Status
1.	Recording of the Zoom Meetings	The meeting will be recorded for documentation of the meeting minutes.	OPEN
2.	New Objectives for 2024 – 2025	Further training days to arranged at TAFE. An initiative plan to arrange look in to providing some training in February Heavy vehicle awareness / training presentation on Rigid Vehicle Air Brake Response Time Testing Presentation to be scheduled in late March or early April 2025. Training evening date to be advised. Suggest Wednesday 9 th April 2025 5.00pm 8.00pm	OPEN
3.	New Forum LCA	The LCA association have been told by TFNSW they are looking at a forum to be undertaken at TAFE late in 2025. Suggested that Ian Carpenter to raise as an agenda at the next TFNSW-VSWG meeting.	ON HOLD By TFNSW
4.	Disability Standard Mandates	Ian has been working closely with TFNSW-VSWG and the ATSA Governing Disability authorities on the mandates Australian STD requirements for disability work. TFNSW have allowed exemptions for private installations and are aware of the urgency of this matter. Mobility Exemption (Private Vehicles Only) currently released: 1. Exemption from seated head height for a person with disability Details on the LCA Website. Requires follow up as the exemption runs out in July 2025	OPEN

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		<ol style="list-style-type: none"> 2. Exemption to allow a replacement seat not equipped with a side airbag to be fitted. Details on the LCA Website 3. Exemption for a Vehicle Modified for a Person of Short Stature Details on the LCA Website 4. Exemption allowing Driver Hand Controls to be fitted Details on the LCA Website <p>Further work is being undertaken by Ian with TFNSW -VSWG regarding implications of making Australian Standards Mandatory. Several issues were raised regarding vehicle clear space, cartridge style platforms (handrails?) and one-off hand control appliances. John Oste has listed the above exemption information to be listed on the LCA Website</p> <p>Ian also mentioned a TFNSW condition regarding restoring the vehicle back to its original condition after finished use of the vehicle. This has been questioned by the industry as they were concerned that this could have the a major effect on the resale value of the vehicle. An email was forwarded by the industry as they were losing sales to TFNSW who responded that day with a positive which suggested that TFNSW were not following up on this matter providing the vehicle re assessed by a VSCCS certifier should the vehicle be sold. This relates to the minimum 50mm head height clearance for wheelchair occupants and supported with a medical report. Member discussions suggested that disability vehicles will need to assessed case to case. (In particular highly modified transportation wheelchair modified vehicles). TFNSW have stated that minor modifications like hand controls when removed do not require a modification certificate providing the vehicle is brought back to its original STD OE condition.</p>	
5.	NSW Police	<p>Peter Gillard prepared a common document for all certifies to sign to and be presented to their local members of parliament, (Apply political pressure). This document covered the four bullet points raised previously by Lesly Gunaratnam. The document and has been forwarded to the minister who has responded to the LCA with a NO. The current policy will stay as it stands. (The notice did not get to the minister and was handled by his deputies) Peter Gillard has not happy with the response and is currently working in the background on this matter with his local member with the objective that the documentation reaches the minister. Details to follow.</p>	ON HOLD (WIP)
6.	LCA Website	<p>John Oste has recommended that ALL members make use of the website.</p>	OPEN

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		<p>All GENERAL LCA MEETING (AGENDA / MINUTES) TO BE ONLY MADE AVAILABLE TO MEMBERS VIA THE WEB BY JAN 2025 TO BE STAGED IN OVER THE NEXT 6 MONTHS.</p> <p><u>New posts waiting approval</u> LCA President Post August 2024</p> <p><u>New Listed Posts</u> AIS Light Authorised Inspection Station Rules What modifications need to be engineered to be legal</p> <p>Committee Minutes & Agenda meetings are now available to the committee members with a password access on the LCA website.</p>	
7.	LCA Newsletter THE “BLURB”	<p>The first edition has been delivered and posted on the website. Peter Weatherby is working on the second edition of the Blurb.</p> <p>Peter was not present to report as he has not been well and has been in and out of hospital. Peter Weatherby sent a recent text to Terry which has stated Peter is on the mend but not fully mended and will need a couple of weeks or months before he can be present at meetings.</p>	OPEN
8.	New LCA Member Training / Awareness Program	<p>John Oste on Peters behave who has contacted Fair trade and has received an official copy of the LCA constitution documentation. Preparation for the update of our LCA constitution policy to include the provision of the following items:</p> <ol style="list-style-type: none"> 1. Means for prospective new members to be allowed to participate in meeting on a silent basis to provide information awareness training for prospective VSCCS members who would like to become a licenced VSCCS certifier and qualify with the VSCCS System. 2. <i>To provide an Opportunity for past or retired VSCCS officers & retired LCA members to also participate in LCA General Meeting.</i> 3. <i>To Provide past or retired VSCCS officers & Retired LCA Members to be allowed to be an active member of the LCA including the right to sit as a voted in member on the LCA executive committee. Majority vote from LCA committee members to vote suitable person/s into the committee. Committee members rules to apply.</i> 4. LCA honorarium Volunteer service payments <ul style="list-style-type: none"> - Serving executive members specific entitlements for yearly membership & associated industry associations, business, subscriptions, volunteer services & lifetime membership as nominated and authorised by the LCA executive committee. <p>John Oste will work with Terry Leeder to provide a draft amendment of the updated LCA constitution to be presented for approval to the executive committee for approval. DETAILS TO FOLLOW.</p>	OPEN

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9.	PRESIDENTS POST VSWG MEETING	<p>VSWG MEETING 25th February 2025. Attendees – Five TfNSW management, ASTA delegate and myself in person. ZOOM - two chairpersons and delegates from TFNSW (2), IAME, 4WDs, CAMs, Police, AAAA, Ian LCA, Peter VSCCS, ASRF, and APMC.</p> <p>Agenda Items</p> <ol style="list-style-type: none"> 1. Presentation of the VSCCS certification data 2. Temporary seat removal in four-wheel drives 3. Illegitimate inspections 4. VSCCS Bulletin 2 Working Group 5. ADAS Working Group 6. Legislation amendment for national harmonisation Working Group 7. Disability Standard Mandates 8. SSM blue slip issues (New Agenda Item) 9. ICV registration process: 6-month update 10. Modification Order 2024 Draft Feedback. 11. Registration of ex-Military vehicles 12. Unnecessary identification of engine numbers 13. VSCCS Forum in 2025 <p><i>The next VSWG meeting is due to be held on the 20th, May 19th August, 18th November 2025.</i></p>	<p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p>
10.	Off Site Meetings (North / South)	<p>North: An Offsite meeting has been programmed on July 17th 2025 up the coast in Wyee at Mark Dewhurst Workshop with the intention of a demonstration for emission testing on a 5 Gas emission analyser test instrument.</p> <p>South: Mark Woods was approached for a proposed of-site meeting for members down south who would support the request with suitable notice.</p>	OPEN
	Ian Davis		OPEN
	Financials		
11.	Treasures Report	<p>John Oste reported in that the financials were in budget. Year period 2024 -2025. <i>Net Assets to date 27th Jan 2025 – \$37,511.44</i> <i>Expenditure to date 27th January 2025– \$9,023.93</i></p>	OPEN
	Correspondence		
12.	Removal Vehicle Modification Code	Terry & Mark working with VSCCS help desk to work through these issues of modified vehicles back to OE condition.	OPEN
13.	Ian Carpenter / Ian Davis (Arranged meeting with	<p>Ian Davis had contacted Terry Leeder on axle capacities and ESC requirements and testing. Ian Carpenter & Ian Davis have had a hook up meeting with transport members on this subject matter. TfNSW have not forwarded any further comment.</p>	OPEN

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	TRNSW for Max axle weights)	FEA engineering has been excepted (Since Jan22) for evidence for 2nd stage manufacturing as result of the restructure where all circulars documentation has been cancelled. Circulars are now to be used only as advisory documentation. Currently it the certifier responsibility to decide on their supporting evidence. Ian Davis will raise the subject on supporting FEA evidence for modified vehicles (Axle Max Capacities / GVM upgrade / Seatbelt mounts ect.) at the next TFNSW VSWG MEETING. Details to follow.	
14.	ADR Updates ADR 68	Phill Woods reported that ADR 68 has been updated regarding driver/passenger seat belts and driver warning & control system requirements. Scott also added the VSCCS certifiers should be aware when certifying bus seating with the word of intent on your certificate.	OPEN
15.	LCA Meeting Dates (Tafe Venue & Off-site Meetings)	Terry raised that TAFE have changed the dates since the release of the meeting dates for 2025. These revised dates are listing on the foot note of the minutes. North: An Offsite meeting has been programmed on July 17 th 2025 up the coast in Wyee at Mark Dewhurst Workshop with the intention of a demonstration for emission testing on a 5 Gas emission analyser test instrument. South: Mark Woods was approached for a proposed of-site meeting for members down south who would support the request with suitable notice.	OPEN
	General Business		
	New Business		

Meeting Closed Time: _____

Next Meetings:

Third term dates.

2024	General Meeting	Executive
First Term	17 th February 2025 (Monday)	5 th March 2025 (Wednesday)
	17 th March 2025 (Monday)	7 th April 2025 (Monday)
Second Term	21 st April 2025 (Monday)	5 th May (Monday)
	19 th May 2025 (Monday)	2 nd June 2025 (Monday)
	16 th June 2025 (Monday)	
Third Term	17 th July 2025 [Offsite – Wyee] (Mon)	
	18 th August 2025 (Monday)	4 th August 2025 (Monday)
	15 th September 2025 (Monday)	3 rd September 2025 (Wednesday)
Fourth Term	20 th October 2025 (Monday)	3 rd November 2025 (Monday)

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	17 th November 2025 (Monday)	
	5 th December 2025 [Christmas Gathering]	