

## Licenced Certifiers Association Committee Meeting – AGENDA

Venue: Wetherill Park TAFE – Industrial Room *The Horsley Drive, Wetherill Park New South Wales 21642* %

Zoom Meeting – Meeting Start 6.00pm 2<sup>nd</sup> June 2025

<https://us06web.zoom.us/j/81059972272?pwd=SnUBsqEhoVlZ9BoeJ3bDh8J381mR6O.1>

**All members present must sign in the LCA attendance book.**

**Open Meeting Chair:**

Time:

Date:

**President:** Welcome and pass onto the LCA members present including those on Zoom meeting

**Attendees:**

**Zoom:**

**Apologies:**

**Previous Minutes:** May be read out by the secretary    **Or committee member**

**Nomination that previous meeting minutes to be correct:** \_\_\_\_\_ **Seconded:** \_\_\_\_\_

**Matters arising from the previous minutes: N/A**

Item No	Agenda Item	Action/ Notes	Status
1.	Recording of the Zoom Meetings	The meeting to be recorded. (REMINDER FOR ALL PARTICIPANTS)	OPEN
2.	New Objectives for 2025	<p>Heavy vehicle awareness / training presentation on Rigid Vehicle Air Brake Response Time Testing Presentation was undertaken on Thursday 1<sup>st</sup> May 2025 at the TAFE at Wetherill Park. (Supported on Zoom Meetings)</p> <p>Training evening was successful and educational for the members who attended. Unfortunately, the recording quality is not suitable as a training video on the website and will need a re-take due to the poor lighting audio. John Oste thanked Sean Moles (TAFE Head Teacher) on the night for the use of the workshop facilities and provision of the truck with a further request for the use of the TAFE facilities and the in the truck for the upcoming video retake. Terry Leeder to send an email on the behalf the LCA to TAFE (Sean Moles) for their ongoing support.</p>	OPEN
3.	LCA Website	<p>John Oste has recommended that ALL members make use of the website.</p> <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 for approval</u></p> <ul style="list-style-type: none"> <li>- LCA President Post</li> <li>- Committee Minutes &amp; Agenda meetings access on the LCA website.</li> <li>- Update of the DO You Know publication from AAAA to</li> </ul>	<p>OPEN</p> <p>OPEN</p> <p>OPEN</p>

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		<p>address the correction request for the specific requirements warranting vehicle certification as stated in modification order of VSI 6 and NOT that is detailed in VSB 14.</p> <p><i>Updated statement: For all modifications beyond those stated in VSI 6 dictates in the modification order states what constitute a significant modification needing a VSCCS Engineering Compliance Certificate for registration in NSW.</i></p> <p>Terry Leeder to send an email to all member on the password for access. PASSWORD : lcacommittee522</p>	
4.	New Forum LCA	<p>The LCA association have been told by TFNSW they are looking at a forum to be undertaken at TAFE late in 2025.</p> <ol style="list-style-type: none"> <li>1. Suggested that Ian Carpenter to raise as an agenda at the next TFNSW-VSWG meeting.</li> </ol>	ON HOLD By TFNSW
5.	Disability Standard Mandates	<p>Ian has been working closely with TFNSW-VSWG and the ATSA Governing Disability authorities on the mandates Australian STD requirements for disability work.</p> <p>TFNSW have allowed exemptions for private installations and are aware of the urgency of this matter.</p> <p>Mobility Exemption (Private Vehicles Only) currently released:</p> <ol style="list-style-type: none"> <li>1. Exemption from seated head height for a person with disability</li> </ol> <p>Details on the LCA Website. Requires follow up as the exemption runs out in July 2025.</p> <p>Scott reported that he tried to raise an exception with TFNSW and received an email stating there was no exemption for private vehicles and Barry Craig came back and told Scott that he was to raise an application as it is case by case.</p> <p>Ian to report next meeting as he is not well and was not at the meeting to respond.</p>	OPEN
6.	NSW Police	<p>Peter Gillard had drafted a document for each LCA member to be made available for all certifies to sign to and be presented to local members of parliament, (Apply political pressure)</p> <p>Lesly meet with his local member for discussions on the subject matter and received a response that the minister requested the changes and instructed the Police to take immediate action (DEC LAST YEAR 23) on the matter. Therefore, there will be no changes to the ON-THE-SPOT AUDITING BY THE POLICE.</p> <p>Peter Gillard is not letting the matter rest as apparently the letter was addressed by the deputies within the department and not by the transport minister. Peter is following up on alternative channels of communication with his local Member. Peter will advise in due course.</p>	ON HOLD
7.	LCA constitution Update: New LCA Member Training /	<p>Preparation for the update of our LCA constitution policy to include the provision of the following items:</p> <ol style="list-style-type: none"> <li>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</li> </ol>	OPEN

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	Awareness Program	<p>like to become a licenced VSCCS certifier and qualify with the VSCCS System.</p> <ol style="list-style-type: none"> <li><i>To provide an Opportunity for past or retired VSCCS officers &amp; retired LCA members to also participate in LCA General Meeting.</i></li> <li><i>To Provide past or retired VSCCS officers &amp; 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></li> <li>LCA honorarium Volunteer service payments <ul style="list-style-type: none"> <li>Serving executive members specific entitlements for yearly membership &amp; associated industry associations, business, subscriptions, volunteer services &amp; lifetime membership as nominated and authorised by the LCA executive committee.</li> </ul> </li> </ol> <p>John Oste has received the LCA constitution documentation from Fair Trade. John has presented a draft update inclusion statement for the draft update to Terry Leeder for approval. The draft amendment to be then presented to the committee for comment and final approval. This needs action needs to be undertaken ASAP in time for the LCA 2025 AGM anniversary date. DETAILS TO FOLLOW</p>	
8.	AAAA Autocare 2025	<p>AAAA will once again be hosting a modification summit on Friday 20<sup>th</sup> June in Brisbane.</p> <p>The LCA members attending (Modification Summit) this year from the committee are John Oste, Greg South, Ian Carpenter, Mark Dewhurst, no support yet from our other LCA general members to date.</p> <p>Mark Dewhurst has arranged for accommodation. (3 Bed Apartment)</p>	OPEN
9.	PRESIDENTS VSWG MEETING (Agenda Summary)	<p>VSWG MEETING 19<sup>th</sup> May 2025.</p> <p>Zoom Attendees – Seven TfNSW management, CHMC, IAME, 4WDs, CAMs, AAAA, Ken &amp; Ian LCA, Peter VSCCS, ASRF, and ACMC.</p> <p>Agenda Items</p> <ol style="list-style-type: none"> <li>Presentation of VSCCS Certifiers &amp; Mod Certificates</li> <li>Callout for VSCCS Updates, Education &amp; suggestions for improvement from LCA. Ian is happy to raise the suggestions &amp; improvements</li> <li>TfNSW list of projects TRNSW are currently working on</li> <li>Temporary seat removal in four-wheel drives</li> <li>ADAS Working Group – Report Drafted</li> <li>NTC Vehicle STSDS Hominization VSB 14 Updates / EVs &amp; Disability Mods added to GVM/GCM, lifts etc</li> <li>Modification Order VSI 6 Draft update</li> <li>VSI 6 Draft presented for comment</li> <li>New ADR's 68/01 &amp; 72/01</li> <li>ICV from interstate</li> <li>Tyre Placard Requirements – TFNSW to provide details</li> </ol>	<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>

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		<p>12. TFNSW Change NSRG Hot-rod guidelines (child restraints, Door strength &amp; door latches)</p> <p>13. New Agenda Items (Shopping around for VSCCS Certificates, Shortage of Certifiers, Upskilling of )</p> <p><i>The next VSWG meeting is due to be held on the 19<sup>th</sup> August 18<sup>th</sup> November 2025.</i></p>	<p>OPEN</p> <p>OPEN</p>
10.	Off Site Meetings (North / South)	<p>North: An Offsite meeting has been programmed on July 17<sup>th</sup> 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
11.	AVE Interstate Certifier Licenses	<p>An AIS agent had forwarded a 2024 F450 4x4 to Mark due to his concerns of the lack of detail in a QLD engineering certificate when undertaking a registration transfer.</p> <p>Mark Woods also inspected the vehicle for additional body modification and was also concerned of the existing modifications (GVM Upgrade &amp; Body) on Queensland modification plates. When reading through the certificate Mark noticed the certificate was issued by a certifier that has been struck off the NSW VSCCS licencing system.</p> <p>Mark Woods then contacted Terry Leeder and asked the question how a person when struck of the NSW VSCCS System and can still operate in Queensland under the National Heavy Vehicle Regulator.</p> <p>A lot of decision was undertaken amongst the committee on this subject and the question was raised whether we were contacting the correct authority for advice on this matter.</p> <p>Mark Dewhurst also raised the fact that AIS agent undertaking a brown slip where an engineering certificate that lacks the actual facts and details of the modification can pass this back to TRNSW whether the certificate is valid and acceptable.</p> <p>The question was then raised again what do the LCA do on this matter.</p> <p>The secretary Terry Leeder to put together a email inquiry as to how can a VSCCS certifier by struck off by TFNSW and still write certificates from another interstate jurisdiction (QLD) with emphasising and informing the governing authority the certifier and LCA is anonymous.</p> <p>Terry to follow up with draft letter for the next meeting.</p>	OPEN
12.	Axle Capacities on Modified Vehicles	<p>Discussion was undertaken on the 10% upgrade of axle weights.</p> <p>John Oste put up VSB 14 LA Engines page 12 Section 2.13.1 Vehicle Mass.</p>	OPEN

## Licenced Certifiers Association Committee Meeting – AGENDA

		<p>This ruling allows for vehicle compliance on vehicles if the mass on the front and rear is not known. However, this must include analysis including the complete assembly. (Axles, suspension, steering, chassis, braking, tyre capacity and speed rating.)</p> <p>It was concluded that this ruling cover passenger car derivatives but does not cover commercial vehicles.</p>																																																																	
13.	ADAS Event Invitation	<p>Safe -T -Stop have a new ADAS testing platform and are offering a special demonstration training late in the afternoon in Smithfield.</p> <p><u>Venue Details:</u> ADAS demonstration/seminar for our acceptance of 3.30 pm to 5:30 pm on the 12<sup>th</sup> June 2025 at SafeTstop in Smithfield.</p>	OPEN																																																																
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14.	Treasurer	<p>John Oste reported in that the financials were in budget.</p> <p>Year period 2024 -2025.</p> <p><i>Net Assets to date 22<sup>nd</sup> May 2025 – \$36,780.80</i></p> <p><i>Expenditure to date 22<sup>nd</sup> May 2025 – \$9,754.57</i></p> <p><i>Note: Currently LCA has 38 Members including (10 Executive Committee Members) &amp; 1 retired member.</i></p> <p><i>Income 2024-2025 \$8,750</i></p>	OPEN																																																																
15.	Budget 2025-2026	<p>Set Budget for 2025-2026</p> <p><b>Expenditure</b></p> <table> <tr> <th><u>Item Description</u></th><th><u>Budget</u> 2024/2026</th><th><u>Actual</u> 2024/2025</th><th><u>Proposed</u> <u>2025/2026</u></th></tr> <tr> <td>Dept. Fair</td><td>100</td><td>112.24</td><td></td></tr> <tr> <td>Legal Support (Waiver forms/advice)</td><td>250</td><td></td><td></td></tr> <tr> <td>AAAA paying memb. (6 off )</td><td>1,840</td><td>5,855</td><td></td></tr> <tr> <td>HVIA memb.</td><td>1,003</td><td>1,003</td><td></td></tr> <tr> <td>Meeting Costs – Catering</td><td>1,700</td><td>775.18</td><td></td></tr> <tr> <td>Zoom Access &amp; Equip.</td><td>506</td><td>376.94</td><td></td></tr> <tr> <td>Printing, Stationery &amp; Postage</td><td>250</td><td>26.30</td><td></td></tr> <tr> <td>LCA Promotions (Bus.cards, Flyers etc.)</td><td>125</td><td>63.98</td><td></td></tr> <tr> <td>LCA Dedicated Equip. (Capital Expenditure)</td><td>1,000</td><td></td><td></td></tr> <tr> <td>LCA Training Days</td><td>4,000</td><td>52</td><td></td></tr> <tr> <td>Website expenses</td><td>400</td><td>989.93</td><td></td></tr> <tr> <td>LCA Honorarium Volunteer Services (Accountant Prov.)</td><td>500</td><td>500</td><td></td></tr> <tr> <td>(Operational costs of LCA Committee)</td><td>1,200</td><td></td><td></td></tr> <tr> <td>Miscellaneous 5% of budget</td><td>533.55</td><td></td><td></td></tr> <tr> <td><b>Total Expenditure</b></td><td><b>13,407.55</b></td><td><b>9,754.57</b></td><td></td></tr> </table>	<u>Item Description</u>	<u>Budget</u> 2024/2026	<u>Actual</u> 2024/2025	<u>Proposed</u> <u>2025/2026</u>	Dept. Fair	100	112.24		Legal Support (Waiver forms/advice)	250			AAAA paying memb. (6 off )	1,840	5,855		HVIA memb.	1,003	1,003		Meeting Costs – Catering	1,700	775.18		Zoom Access & Equip.	506	376.94		Printing, Stationery & Postage	250	26.30		LCA Promotions (Bus.cards, Flyers etc.)	125	63.98		LCA Dedicated Equip. (Capital Expenditure)	1,000			LCA Training Days	4,000	52		Website expenses	400	989.93		LCA Honorarium Volunteer Services (Accountant Prov.)	500	500		(Operational costs of LCA Committee)	1,200			Miscellaneous 5% of budget	533.55			<b>Total Expenditure</b>	<b>13,407.55</b>	<b>9,754.57</b>		OPEN
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16.	Removal Vehicle Modification Code J4	<p>VSCCS Certifiers who had accreditation for HC5 (<i>Body Chassis frame, suspension steering, transmission or driveline, wheels tyres, or axles, or lighting systems for Medium and heavy vehicles and trailers</i>) who do NOT have all the modification codes will not receive the new J4 Tipper Code.</p>	OPEN																																																																

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		John Oste has followed the matter up with TRNSW awaiting their determination on this matter.	
	<b>New Business</b>		
17.			

Meeting Closed Time\_\_\_\_\_

### Upcoming Meeting Dates

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