

Licenced Certifiers Association General Meeting Minutes

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

Meeting Start 6.00pm June 16th 2025

All members present must sign in the LCA attendance book.

Open Meeting Chair: Terry Leeder **Time:** 6.00pm **Date:** 16/06/2025

Attendees: Meeting (Live)

Ian Carpenter, Scott Herning, Terry Leeder, Micheal Azzopardi, Ken O’Keefe

Zoom: Mark Dewhurst, Phil Woods, John Oste, Greg South, Troy Brodie, Mark Woods

Visitor: Nil

Apologies: Ken O’Keefe

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

Nomination that previous meeting minutes to be correct: Mark Dewhurst **Seconded:** John Oste

Matters arising from the previous minutes: Items 1-20.

Item No	Agenda Item	Action/ Notes	Status
		General Meeting open at 6.00pm.	
1.	Recording of the Zoom Meetings	The meeting was recorded.	OPEN
2.	New Objectives for 2024 – 2025	Heavy vehicle awareness / training presentation on Rigid Vehicle Air Brake Response Time Testing Presentation. Starting at 5.00pm at the TAFE.	CLOSED
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. A email has been forwarded to VSWG awaiting response. Scott had recently 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.	OPEN OPEN

Licenced Certifiers Association General Meeting Minutes

		Ian to report next meeting as he is not well and was not at the meeting to respond.	
5.	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) 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. It was suggested to contact Peter and inquire on his anticipated timetable on the course of action.</p>	ON HOLD
6.	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 waiting approval</u> LCA President Post August 2024 (<i>VSWG Meetings</i>)</p> <p><u>New Listed Posts</u> <u>AIS Light Authorised Inspection Station Rules</u> 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> <p>The mobile access to the LCA Website is not working correctly. John Oste to investigate.</p>	OPEN
7.	LCA Newsletter By Peter Weatherby "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 being well has been back in hospital and now back at home. Peter has stated he will still provide VSCCS engineering support for a bus Company called Baxter's Coaches.</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 	CLOSED

[illegible]

Licenced Certifiers Association General Meeting Minutes

		<i>The next VSWG meeting is due to be held on the 19th August 18th November 2025.</i>	
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> <p>Proposed Start of Presentation Time 4.00 – 4.30pm</p>	OPEN
11.	Ian Carpenter / Ian Davis (Arranged meeting with TRNSW for Max axle weights)	<p>Ian Davis had contacted Terry Leeder on axle capacities and ESC requirements and testing.</p> <p>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> <p>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.</p> <p>Currently it the certifier responsibility to decide on their supporting evidence.</p> <p>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.</p>	CLOSED
12.	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 Herning also added the VSCCS certifiers should be aware when certifying bus seating with the word of intent on your certificate.	CLOSED
13.	Tafe Venue & Off-site Meetings)	<p>Terry raised that TAFE have changed the dates since the release of the meeting dates for 2025.</p> <p>These revised dates are listing on the foot note of the minutes.</p> <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 5 Gas Analyser.</p>	OPEN
14.	AIS New Registration System	The new registration system that Uber does not except the vehicles details on new vehicles (Road worthy). Mark has sent the details to TFNSW awaiting response.	CLOSED
15.	ADAS Event Invitation	<p>Safe -T -Stop have a new ADAS testing platform and are offering a special demonstration training late in the afternoon 5:30 to 7:30 pm in Smithfield at their new site on the 7th of May 2025.</p> <p>Waiting for a list of the Corghi ADAS agents in NSW from Trent Baker (Corghi Australia).</p> <p>Terry suggested he will raise a report of the recent Adas presentation.</p> <p>DETAILS TO FOLLOW</p>	<p>CLOSED</p> <p>OPEN</p>

Licenced Certifiers Association General Meeting Minutes

16.	LCA Membership Fees	The Committee have agreed that the LCA Membership fees would remain at the current costing of \$300 for renewal the period 2025-2026 and \$350 for new & previous non-financial members. The AAAA membership for \$341 for the period 2025-2026. The LCA membership Form Revision 18 has been updated to reflect the costs for the 2025-2026 period.	CLOSED
	Financials		
17.	Treasures Report	John Oste reported in that the financials were in budget. Year period 2024 -2025. <i>Net Assets to date 22nd May 2025 – \$36,780.80</i> <i>Expenditure to date 22nd May 2025 – \$9,754.57</i> <u>UPDATED SINCE REPORTED AT THE MEETING</u> <i>Net Assets to date 10th June 2025 – \$36,614.07</i> <i>Expenditure to date 10th June 2025 – \$9,921.30</i>	OPEN
	Correspondence		
18.	Removal Vehicle Modification Code J4	According to TFNSW that 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. THIS IS NOT THE CASE AS SOME CERTIFIERS WHO HAVE NOT HAVE ALL THE CODES WHERE AWARDED WITH THE J4 CODE. John Oste has followed the matter up with TRNSW awaiting their determination on this matter. Ian Carpenter has also raised this at the last TFNSW VSWG meeting which has been taken up with one of the senior TFNSW managers ?	OPEN
	General Business		
	New Business		

Meeting Closed Time - 6.52pm

Upcoming Meeting Dates

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	28 th 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] (Thursday)	
	18 th August 2025 (Monday)	4 th August 2025 (Monday)

Licenced Certifiers Association General Meeting Minutes

	15 th September 2025 (Monday)	3 rd September 2025 (Wednesday)
Fourth Term	20 th October 2025 (Monday)	3 rd November 2025 (Monday)
	17 th November 2025 (Monday)	
	5 th December 2025 [Christmas Gathering]	