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

Zoom Meeting – Meeting Start 6.00pm 3rd September 2025

https://us06web.zoom.us/meetings/88358235246/invitations?signature=MRigEGA3DakoQNiwbCpJViQQgG3_ei9bLacXDhMmYaA

All members present must sign in the LCA attendance book.

Open Meeting Chair:	Time:	Date:	
President: Welcome and pass onto the LCA	A members present	including those o	n Zoom meeting
Attendees:			
Zoom:			
Apologies:			
Previous Minutes: May be read out by the	secretory Or co r	nmittee member_	
Nomination that previous meeting minute	es 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.	LCA Website New posts waiting approval LCA President Post August 2024 (VSWG Meetings)		OPEN
		New Listed Posts AIS Light Authorised Inspection Station Rules What modifications need to be engineered to be legal LCA Constitution	OPEN OPEN 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. 1. Suggested that Ian Carpenter to raise as an agenda at the next TFNSW-VSWG meeting.	ON HOLD By TFNSW
4.	NSW Police	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)	ON HOLD
		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. Peter Gillard is not letting the matter rest as apparently the letter was addressed by the deputies within the department and not by the	

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		transport minister. Peter is following up on alternative channels of		
		communication with his local Member. Peter will advise in due course.	OPEN	
Update: amendment to the LCA Co		John Oste has received confirmation from Fair Trading that the		
		amendment to the LCA Constitution has been accepted and approved.		
		John proposed that the revised and amended LCA Constitution be		
	Training /	wareness agreed, the motion was seconded by Terry Leeder, and the motion was		
	Awareness			
	Program			
		This matter is now considered closed.		
		WEBSITE UPDATE TO FOLLOW		
ŝ.	PRESIDENTS	VSWG MEETING 25 th February 2025.	OPEN	
	VSWG MEETING	Zoom Attendees – Seven TfNSW management, CHMC, IAME, 4WDs,		
	(Agenda	CAMs, AAAA, Ken & Ian LCA, Peter VSCCS, ASRF, and ACMC.		
	Summary)			
	.,	Agenda Items		
		Presentation of VSCCS Certifiers & Mod Certificates	OPEN	
		2. Callout for VSCCS Updates, Education & suggestions for	CLOSED	
		improvement from LCA. Ian is happy to raise the suggestions &	OPEN	
		improvements	OPEN	
		3. TfNSW list of projects TRNSW are currently working on	CLOSED	
		4. Temporary seat removal in four-wheel drives	OPEN	
		5. ADAS Working Group – Report Drafted	OPEN	
		6. NTC Vehicle STSDS Hominization VSB 14 Updates / EVs &	CLOSED	
		Disability Mods added to GVM/GCM, lifts etc	OPEN	
		7. Modification Order VSI 6 Draft update	OPEN	
		8. VSI 6 Draft presented for comment	OPEN	
		9. New ADR's 68/01 & 72/01	CLOSED	
		10. ICV from interstate	CLOSED	
		11. Tyre Placard Requirements – TFNSW to provide details	CLOSED	
		12. TFNSW Change NSRG Hot-rod guidelines (child restraints, Door	CLOSED	
		strength & door latches)	CLOSED	
		13. New Agenda Items (Shopping around for VSCCS Certificates,	CLOSED	
		Shortage of Certifiers, Upskilling of	CLOSED	
		14. Light Bars & Number Plates – Mobile Phone Camera	CLOSED	
		15. J4 Tipper Code – Restrictions on some certifiers that were	OPEN	
		previously accredited in C5 / HC5	OPEN	
		previously accredited in C5 / HC5		
		The next VSWG meeting is due to be held on the 18 th November		
		2025.		
7.	Removal Vehicle	VSCCS Certifiers who had accreditation for HC5 (Body Chassis frame,	OPEN	
	Modification	suspension steering, transmission or driveline, wheels tyres, or axles, or		
	Code J4	lighting systems for Medium and heavy vehicles and trailers) who do		
		NOT have all the modification codes will not receive the new J4 Tipper		
		Code.		
		John Oste has followed the matter up with TRNSW awaiting their		
		determination on this matter.		

8.	Honorarium Volunteer	Consideration of Payment for LCA Honorarium – Volunteer Services (Accountant – Provisional)	OPEN
	Services	John Oste moved a motion for an honorarium payment of \$550 in recognition of volunteer services provided as the provisional accountant for the LCA. The motion was seconded by Terry Leeder,	
	F I' -	accepted by the executive members, and duly carried.	CLOCED
9.	Executive Honorarium Payments ("AAAA" / HIVA Membership)	The Treasurer, John Oste, moved a motion that the LCA grant executive members free membership for both the 'AAAA' and HIVA annual memberships for the 2025–2026 period. The motion was accepted by the executive members, seconded by Terry Leeder, and duly carried	CLOSED
10.	LCA Membership Fees Increase in the New Year Period 2026-2027	It was suggested 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. It was suggested the upcoming 2026 – 2027 period the fees should be increased to \$350 for renewal & \$400 for new & previous non-financial members The AAAA membership for \$341 for the period 2025-2026. This matter to be reviewed in October for further discussion.	OPEN
11.	TRNSW Vehicle Defect system	Mark Dewhurst mentioned that Transport for NSW (TfNSW) is changing the vehicle defects system. They are transitioning to a fully digital platform. TfNSW will provide example materials by the end of August. Further details will follow.	OPEN
12.	SSM Approval System	Scott raised the matter with Ian Carpenter if TFNW have been discussing and looking at this matter on the VSWG agenda. This relates to manufacturers lack of available test data on vehicle upgrades and modification items that have been previously approved by the Department of Infra Structure (Rover).	
13.	LCA AGM Meeting	Terry Leeder suggested that the AGM be held at the next general LCA meeting on 18th August 2025. This was agreed upon. Terry will prepare the agenda and email it to all members over the next week.	OPEN
14.	A. Budget 2025- 2026 The Treasurer, John Oste, presented the proposed 2025–2026 budget for discussion and approval. He explained the justification for each budgeted item, highlighting the impact of current inflationary pressures despite the fixed LCA membership contribution fee of \$300 for the current year. The presentation prompted some discussion, but the executive members ultimately accepted the proposal. John then moved a motion to adopt the revised and amended budget of \$15,496.55 for 2025–2026. Executive members to paid for their LCA membership for financial period 2025-2026, which includes complementary free "AAAA" and HIVA memberships for the executive members. The motion was seconded by Terry Leeder and formally put forward. Budget Set 2025 - 2026		OPEN
		Expenditure	
		<u>Item Description</u> <u>Proposed</u> <u>Actual</u>	

		I	Dudget	Cost	1
		•	Budget	<u>Cost</u>	
		•	2025/2026	2024/2025	
		Dept. Fair	110	112.24	
		Legal Support (Waiver forms/advice)	250		
		AAAA paying memb. (6 off)	1,840	5,855	
		HVIA memb.	1,033	1,003	
		Meeting Costs – Catering	1,870	878.20	
		Zoom Access & Equip.	444	403.29	
		Printing, Stationery & Postage	275	26.30	
		LCA Promotions (Bus.cards, Flyers etc.)	137	63.98	
		LCA Dedicated Equip. (Capital Expenditure)			
		LCA Training Days	2,000	52	
		Website expenses	1185	1077.92	
		LCA Honorarium Volunteer Services			
		(Accountant Prov.)	550	500	
		(Operational costs of LCA Committee)	1,200	300	
		Miscellaneous 5% of budget	533.55	118.00	
		Cost of complimentary LCA 9 members	333.33	2700	
		Contra Cost of complimentary AAAA 9 mer	nh 3069	2790	
		Contra cost of complimentary AAAA 5 mer	110 3003	2730	
		Total Expenditure	15,496.55	15,523.93	
	LCA Financials				
15.	Treasurer	John Oste reported in that the financials w	ere within bud	get.	OPEN
		Year period 2024 -2025.			
		Net Assets to date 28 th August 2025 – \$38,	.949.71		
		Expenditure to date 28 th August 2025 – \$7	7,217.04		
16.	Proposed Budget 2025-2026	Set Budget for 2025-2026			OPEN
		Expenditure			
		Item Description	Proposed	<u>Actual</u>	
			Budget	Cost	
			2025/2026	2024/2025	
			-	-	
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	Contra Cost of complimentary AAAA 9 m	emb 3069	2790	
	Total Expenditure	15,496.55	15,523.93	
Correspondence				
New Business				
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Meeting Closed Time	
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Upcoming Meeting 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	21st April 2025 (Monday)	5 th May (Monday)
	19 th May 2025 (Monday)	2 nd June 2025 (Monday)
	16 th June 2025 (Monday)	
Third Term	16 th July 2025 [Offsite – Wyee] (Wed)	
	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)
	17 th November 2025 (Monday)	
	5 th December 2025 [Christmas	
	Gathering]	