

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 August 18th 2025

All members present must sign in the LCA attendance book.

Open Meeting Chair: Terry Leeder **Time:** 6.24pm **Date:** 18/08/2025

Attendees: Meeting (Live)

Ian Carpenter, Terry Leeder, Micheal Azzopardi, John Oste, Peter Weatherby, Mark Dewhurst

Zoom: Phil Woods, Greg South

Visitor: Nil

Apologies: Ken O’Keefe, Scott Herning

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

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

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

Item No	Agenda Item	Action/ Notes	Status
		General Meeting open at 6.24pm.	
1.	Recording of the Zoom Meetings	The meeting was recorded.	OPEN
2.	Close the General Meeting and Open the AGM	Close The General Meeting Open - AGM Meeting 2025	CLOSED
	Elected LCA Executive Committee Office Bearers 2025-2026	President: Ian Carpeneter Vice President: John Oste Secretary: Terry Leeder Treasurer: John Oste Public Officer: Peter Weatherby General Committee Members: Scott Herning, Ken O’Keefe, Greg South Sub Committee Members: Mark Woods, Mark Dewhurst, Troy Brody	CLOSED
	Close the AGM	Close the AGM and Open the General Meeting	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	CLOSED

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		Ian Carpenter reported that the Australian Standards have been updated with an amendment to the clear space requirements, allowing less than 1500 mm of headroom in private vehicles, provided there is at least 100 mm of head clearance. With this amendment, the Transport for NSW private mobility exemption is no longer required.	
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> AIS Light Authorised Inspection Station Rules What modifications need to be engineered to be legal ADAS Report (TFNSW) LCA Updated Constitution</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>	<p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>CLOSED</p> <p>CLOSED</p> <p>CLOSED</p>
7.	LCA Newsletter By Peter Weatherby "BLURB"	<p>Peter Weatherby is currently working on the second edition of the <i>Blurb</i>. Peter was happy to continue with the second edition.</p> <p>Details to follow</p>	OPEN

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[illegible]

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		<p>the increased risk of emission compliance failures in modified vehicles. Both OEM vehicles successfully met the emissions standards, whereas the modified Landcruiser failed to comply, recording results significantly outside the test criteria.</p> <p>Special thanks to Mark Dewhurst for providing access to his workshop, sharing his expertise, and delivering a highly professional and informative presentation.</p> <p><u>Emission Test Criteria – Smoke Test & 2-speed idle testing.</u></p> <p>1. Equipment / Requirements Testing was undertaken on petrol fuelled light vehicles with spark ignition (SI) engines. Compression Ignition (CI) engines. (Scan Tool, Tachometer providing engine, Non-contact thermometer, Autogas 5 Gas Analyser</p> <p>2. Vehicle Warm up (Engine / Catalytic Convertor) Take the vehicle for an on-road warm to ensure the catalytic convertor is hot and at operating temperature</p> <p>3. Visual Inspection Check for Exhaust and Fuel Leaks, original equipment manufacturer (OEM) engine emission components, that were installed at the time of manufacture are present and Closed Loop Engine Management and Catalyst Monitoring Systems.</p> <p>4. Visual Smoke Test Run the engine speed to between 2500 to 3000 rpm, maintain that engine speed for approximately 20 seconds, then allow the engine to return to its normal idle speed.</p> <p>5 OBD/Engine control Systems Check engine control unit (ECU for fault codes or unset readiness monitors (ie warning lamps, etc) on OBDII or EOBD equipped vehicles. (ADR.79/01 onwards for petrol fueled vehicles). A vehicle built to ADR.79/01 or later must also be checked (ie using an suitable OBD reader) to ensure that its originally fitted ECU functions are within OEM specifications.</p> <p>6. Two Speed (ie Low and High Speed) Idle TestTest equipment requirements.....</p> <p>i) Low speed idle test:</p> <p>a. Without operating the accelerator pedal) ensures the engine is running at its manufacturer's recommended idle speed.</p> <p>b. 60 seconds after the probe has been inserted into the exhaust pipe, record the maximum value of the concentration of CO (in % vol) and the THC (in ppm) over a period of 30 to 60 seconds.</p> <p>ii) The high-speed idle test:</p> <p>a. Operating the accelerator pedal, raise the engine speed until it can be stabilised within the range of 2500 to 3000 rpm</p> <p>b. 60 seconds after the probe has been inserted into the exhaust, record the maximum value of the concentration of CO (in % vol) and the THC (in ppm) over a period of 30 to 60 seconds. Calibration date of the test instrumentation and condition of the pressure gauges and quick connectors, air couplings and interface cables</p> <p>c. Compare the recorded results to the limits table set out in ADR 37/01.</p>	CLOSED
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		<table><tr><th>ADR</th><th>DoM</th><th>CO idle</th><th>HC idle</th><th>CO high idle</th><th>HC high idle</th><th>Lambda</th></tr><tr><td>ADR.37/01</td><td>1997 - 2002</td><td>0.5%</td><td>300ppm</td><td>0.2%</td><td>100ppm</td><td>1.0 ±0.05</td></tr><tr><td>ADR.79/00 or later</td><td>2003 - current</td><td>0.2%</td><td>75ppm</td><td>0.1%</td><td>40ppm</td><td>1.0 ±0.05</td></tr></table>	ADR	DoM	CO idle	HC idle	CO high idle	HC high idle	Lambda	ADR.37/01	1997 - 2002	0.5%	300ppm	0.2%	100ppm	1.0 ±0.05	ADR.79/00 or later	2003 - current	0.2%	75ppm	0.1%	40ppm	1.0 ±0.05	
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		South: Mark Woods was approached for a proposed of-site meeting for members down south who would support the request with suitable notice.	OPEN																					
11.	ADAS Event Invitation (7 th May 25)	Safe-T-Stop recently conducted a training workshop on its new ADAS testing platform, hosting a special demonstration and hands-on session at its Smithfield workshop. The afternoon event attracted strong interest and attendance from LCA members. The presentation provided a clear explanation of how ADAS operates in motor vehicles and emphasised the critical importance of recalibrating these systems following any steering or suspension modifications, windscreen replacements, or crash repairs. Terry Leeder will forward a report. Further details to follow.	CLOSED 																					

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15.	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
16.	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). This is a federal matter and not the responsibility of TFNSW. It is up to the manufactures to provide the data in questions and up to the certifier to obtain this information. Matter closed	CLOSED
	Financials		
17.	Treasures Report	John Oste reported in that the financials were over budget. Year period 2024 -2025. <i>Net Assets to date 30th June 2025 – \$35,891.44</i> <i>Expenditure to date 30th June 2025 – \$15,523.93</i> <i>Approx + 15% overspend to 2024-2025 Budget – \$13,407.55</i>	OPEN
	Correspondence		
18.	Bus Seating - Advice Note on VSCCS Vehicle Certifications	Terry Leeder received an email from Peter Weatherby, who recently obtained legal advice presented as a concise statement of guidance. Peter has elected to incorporate this advice as a standard note on his VSCCS compliance certificate, with the intention that other certifiers may also consider its adoption. The advice stems from a minor incident involving bus seating mounted to side walls and timber flooring using cam lock restraint systems integrated into side and floor rail assemblies. These restraint systems had not been serviced or inspected since installation, and during the incident, the seating assemblies skidded along their mounting tracks due to loosened cam locks within the bus. In response, Peter has added a clause to his certificate stating that the ongoing compliance of the vehicle is contingent upon the regular inspection and maintenance of all seat fastening and mounting devices, including cam lock restraint systems and associated side and floor rail assemblies. Terry Leeder will prepare a further email detailing the incident, accompanied by photographs and any relevant supporting information, to assist and to inform other certifiers of the potential compliance implications.	OPEN
19.	Robbie Holmes	Terry Leeder received a thank-you email from Robbie Holmes, acknowledging his acceptance and continued membership with the LCA. Robbie will notify the LCA once he receives further information from Transport for NSW regarding the outcomes of his scenarios and interviews.	OPEN
	General Business		

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20.	NEW TFNSW Agenda Updates for 19 August 2025	NEW TFNSW Agenda Updates <ol style="list-style-type: none"> 1. NSW Registration Updates (TBA) 2. Lane Keeping Systems for light vehicles – draft ADR 107/00 3. Maintaining the vehicle TFNSW VSCCS Regulatory Uplift of ADR70/05 	
21.	HIVA NSW Member Forums 8/8/2025 <ul style="list-style-type: none"> - Summary report by John Oste 	<u>HIVA NSW Member Forums 8/8/2025</u> <ul style="list-style-type: none"> - 18-19 May 2026 Hunter Valley, New South Wales - HVIA National Awards Gala Dinner 2025 December 4 @ 6:00 pm - 11:00 pm - ADR Harmonisation Review 2024-25 HIVA Submissions Link: adrhr-heavy-vehicle-industry-australia-hvia.pdf - NHVR Updated Load restraint Guide : Load Restraint Guide NHVR - Professional Engineers Registration Act 2019 : Professional Engineers Registration in Victoria Institute of Transportation Engineers - HVIA Raises Concerns About NHVR PBS Audits: HVIA Raises Concerns About NHVR PBS Audits - Heavy Vehicle Industry Australia - HVIA Stability Under Braking (DSUB) Standard in the Performance Based Standards (PBS) Scheme: https://hvia.asn.au/wp-content/uploads/2025/07/PBS-Industry-Consultation-Paper-Implementation-of-the-Revised-DSUB-Standard-in-PBS-Scheme.pdf - HVIA Working Groups: Working Groups Archives - Heavy Vehicle Industry Australia - HVIA Mass Dimension and Load Changes: hvia mass dimension and load changes - Search 	OPEN
	New Business		

Meeting Closed Time - 8.04pm

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)	

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Third Term	17 th July 2025 [Offsite – Wyee] (Thursday)	
	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]	