

Licenced Certifiers Association General Meeting – AGENDA 2025-2026

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

Meeting Start 6.00pm 15th September 2025

Zoom Meeting Address:

<https://us06web.zoom.us/j/83190502080?pwd=bMbZPpgG28YbxRCuDpfqUvII9baQ9D.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 1-15.

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 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
3.	NSW Police	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.	ON HOLD (WIP)
4.	LCA Website	John Oste has recommended that ALL members make use of the website.	OPEN

Licenced Certifiers Association General Meeting – AGENDA 2025-2026

		<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> What modifications need to be engineered to be legal ADAS Report (TFNSW) LCA Updated Constitution</p>	<p>OPEN</p> <p>OPEN OPEN OPEN</p>
5.	LCA Newsletter THE “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. Details to follow</p>	OPEN
6.	PRESIDENTS POST VSWG MEETING	<p>VSWG MEETING 19th August 2025. Zoom Attendees – Seven TfNSW management, CHMC, IAME, 4WDs, CAMs, AAAA, Ken & Ian LCA, Peter VSCCS, ASRF, and APMC.</p> <p>Agenda Items</p> <ol style="list-style-type: none"> 1. Presentation of VSCCS Certifiers & Mod Certificates 2. Temporary seat removal in four-wheel drives 3. ADAS Working Group – Report Drafted 4. Modification Order VSI 6 Draft update and the draft to be presented for comment 5. New Agenda Items (Shopping around for VSCCS Certificates, Shortage of Certifiers, Upskilling of 6. J4 Tipper Code – Restrictions on some certifiers that were previously accredited in C5 / HC5 7. TFNSW updating the paperwork on conditional registrations 8. New ADR 107 Draft for emergency lane change systems for public comment 9. The ICV had to comply with ADR 37/01, as the old document specified ADR 79. Hot Rodders questioned why they were required to comply with ADR 37/01. <p><i>The next VSWG meeting is due to be held on 18th November 2025.</i></p>	<p>OPEN OPEN OPEN OPEN</p> <p>OPEN</p> <p>OPEN OPEN</p> <p>OPEN</p>
7.	Off Site Meetings (North / South)	<p>It was suggested that the proposed offsite meeting in the South be moved to the 2026 agenda. Mark Woods was approached regarding an offsite meeting for members in the southern region, who would support the request if given suitable notice.</p>	OPEN
8.	LCA Membership Fees	<p>The LCA membership fees remain at the current rate of \$300 for renewals and \$350 for new and previously non-financial members for the 2025–2026 period. For the 2026–2027 period, it was suggested at the last executive committee meeting that the fees to be increased to</p>	OPEN

Licenced Certifiers Association General Meeting – AGENDA 2025-2026

		\$350 for renewals and \$400 for new and previously non-financial members. The AAAA membership fee has been set at \$341 for the 2025–2026 period. The proposed increase in the LCA membership fees will be reviewed in October 2025.	
9.	Vehicle Modification Code J4	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 other 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.	OPEN
10.	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
11.	HIVA NSW Member Forums 8/8/2025 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
	Financials		
12.	Treasures Report	John Oste reported in that the financials were over budget. Year period 2024 -2025. <i>Net Assets to date 1st September 2025 – \$37,602.92</i> <i>Expenditure to date 30th June 2025 – \$8,639.52</i> <i>2025-2026 Budget – \$15,496.55</i>	OPEN

Licenced Certifiers Association General Meeting – AGENDA 2025-2026

13.	LCA Expenditure Budget 2025-2026	The Treasurer, John Oste, presented the proposed revised budget for 2025–2026 for committee approval. He provided a justification for each budgeted item, highlighting the impact of current inflationary pressures despite the fixed LCA membership contribution fee of \$300 for the year. The amended budget, totalling \$15,496.55, was approved by the committee.	CLOSED
	Correspondence		
14.	Bus Seating - Advice Note on VSCCS Vehicle Certifications	<p>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.</p> <p>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.</p> <p>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.</p>	OPEN
15.	Robbie Holmes	Robbie Holmes, advised he is the next person to have his scenarios assessed	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)

Licenced Certifiers Association General Meeting – AGENDA 2025-2026

	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)	13 th October AUST Ult Susp (Monday)
	17 th November 2025 (Monday)	3 rd November 2025 (Monday)
	5 th December 2025 [Christmas Gathering]	