

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 16th February 2026

Zoom Meeting Address:

<https://us06web.zoom.us/j/83295067191?pwd=WNUbQ8BpDng5mT1RGLcaAyLqr1i7xS.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 1-16.

Item No	Agenda Item	Action/ Notes	Status
1.	Call the meeting to Order	The meeting Commenced at 6. 01pm	
2.	Recording of the Zoom Meetings	The meeting will be recorded for documentation of the meeting minutes.	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, , NOW 2026???? . Suggested that Ian Carpenter to raise as an agenda at the next TFNSW-VSWG meeting.	ON HOLD By TFNSW
4.	NSW Police	Peter Gillard prepared a common document for all certifiers 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 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)
5.	LCA Website	John Oste has recommended that ALL members make use of the website.	OPEN

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		<p>different regulatory pathways that apply to historic and conditionally registered vehicles.</p> <p>8. VSI 48 and Service NSW Interpretation Issues</p> <p>Concerns were raised regarding confusion within VSI 48 and inconsistent interpretations by Service NSW relating to GVM upgrades. As noted by Mark Woods, the wording in VSI 48 is difficult to interpret, leading to uncertainty about whether a manufacturer's letter is required. These inconsistencies are particularly problematic for older vehicles, where such documentation is not available. The view expressed was that certifiers should be able to assess and certify these vehicles without requiring manufacturer confirmation.</p> <p><i>The next VSWG meeting is due to be held on 3rd March 2026.</i></p>	OPEN
8.	Off Site Meetings (North / South)	<p>It was proposed that the planned offsite meeting in the southern region be deferred to the 2026 agenda to allow for adequate preparation and member coordination.</p> <p>Mark Woods has been approached and has agreed in principle to host the off-site meeting, subject to sufficient advance notice. He is currently working on confirming a suitable date in April 26 to present and demonstrate a heavy trailer brake test procedure using his roller brake testing machine. This demonstration would provide valuable insight into real-world application and compliance verification.</p> <p>Additionally, Phil Woods has offered to facilitate a seat pull testing procedure at his facility in July 26, conducted in accordance with the relevant Australian Design Rules (ADRs). This would provide members with a practical demonstration of seat compliance assessment under current regulatory standards.</p> <p>Details and the dates to be advised.</p>	OPEN
9.	Vehicle Modification Code J4	<p>Transport for NSW has confirmed that VSCCS Certifiers accredited under HC5 (Body chassis frame, suspension, steering, transmission or driveline, wheels, tyres, axles, or lighting systems for medium and heavy vehicles and trailers) who do not hold <i>all</i> relevant modification codes will not be eligible for the new J4 Tipper Code.</p> <p>To support formal determination, Transport for NSW has contacted John Oste with a request for four (4) recent VSCCS J1 certificates, each accompanied by its complete evidence pack.</p> <p>John Oste has submitted the requested documentation, and the submission is currently under review. A formal assessment by Transport for NSW is pending, and further details will be provided once a determination is issued.</p>	OPEN
10.	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</p>	OPEN

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		<p>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 has obtained publicly available this information from the Office of Safe Training Investigations (OSTI) website regarding the recent incident.</p> <p>He is preparing a follow-up email that will detail the circumstances of the incident, supported by photographs and any relevant documentation. This material is intended to assist and inform fellow certifiers of the potential compliance implications arising from the case.</p>	
11.	Robbie Holmes	Robbie Holmes advised that he is the next participant scheduled for scenario assessment. No further correspondence has been received at this time.	OPEN
12.	LCA 2025 Get Together Function (Christmas Party) Thursday 5 th Dec	We met at the Royal Cricketers Arms, and the evening was thoroughly enjoyed by all who attended. It was one of those rare occasions where everyone could unwind and genuinely let their hair down. Despite the extremely hot weather, we still had a reasonable roll-up, which was great to see. It is always valuable to come together, share some of the lighter moments from past experiences, and discuss specific rulings and practical situations in a relaxed and supportive setting.	OPEN
13.	Stuart Larkham - Cancelled VSCCS Certificates	Stuart Larkham provided an update on the progress of the VSCCS certificate cancellation process being undertaken by Transport for NSW. He reported that one of his clients has challenged the cancellation of his vehicle in court, where Stuart has been providing some assistance. The matter has been adjourned until next week. Stuart also noted that his brother has received a summons for a court appearance in relation to the removal of an exhaust system on a vehicle that had previously been certified.	OPEN
	Financials		
14.	Treasurer's Report	John Oste reported in that the financials were within budget. Year period 2025 -2026. <i>Net Assets to date 28th January 2026 – \$39,000.32</i> <i>Expenditure to date 28th January 2026 – \$10,001.12</i>	OPEN
15.	Website-Based Access for LCA Meeting Materials - Agenda	The Committee agreed that, effective immediately, General Meeting correspondence will be made available via a link on the LCA website. For a transitional period of three (3) months, meeting correspondence will be provided both as a website link and as a PDF attachment.	OPEN

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	Minutes	<p>Following this period, distribution of PDF attachments will cease, and access will be available exclusively via the LCA website link.</p> <p>During the transition period, a PDF document will be included providing simple instructions outlining the proposed process. This document will demonstrate how members can navigate to the General Meeting section of the LCA website to access upcoming agendas, historical records, meeting minutes, and a “How to Navigate” video.</p>	
16.	Vin Plates - Incorrectly entered in Drives	<p>Mark Dewhurst raised a complication regarding a Holden HJ pink slip, where the last VIN digit was incorrectly reported as “8” on the documentation, while the vehicle itself displays “B.” Upon review with vehicle identity, it was determined that this discrepancy has existed since 1974.</p> <p>Although the vehicle identity itself has not changed the vin, they contacted DRIVES. To resolve the issue, a special case is being considered whereby drivers will be asked to undertake corrective measures to revert the VIN digit back to “B.” This approach will ensure that Transport for NSW maintains continuity of records dating back to 1974.</p> <p>It was further noted that this case will be used as a study example to guide future handling of similar discrepancies.</p>	OPEN
	Correspondence		
	General Business		
	New Business		

Meeting Closed Time: _____

Next Meetings:

2026	General Meeting	Executive
First Term	16 th February 2026 (Monday)	2 nd February 2026 (Monday)
	16 th March 2026 (Monday)	2 nd March 2026 (Monday)
	10 th April 2026 (Monday)	
Second Term	18 th May 2026 (Monday)	4 th May 2026 (Monday)
	15 th June 2026 (Monday)	1 st June 2026 (Monday)
Third Term	17 th August 2026 AGM (Monday)	3 rd August 2026 (Monday)
	21 st September 2026 (Monday)	7 th August 2026 (Monday)
Fourth Term	26 th October 2026 (Monday)	12 th October 2006 (Monday)
	16 th November 2026 (Monday)	2 nd November 2026 (Monday)
	4 th December 2026 [Christmas Gathering]	
Outside Meeting Events	Heavy Trailers (Around April 2026) TBA Seat Testing (Around July 2026) TBA	