

Licenced Certifiers Association Committee Meeting – AGENDA

Venue: Wetherill Park TAFE – Industrial Room *The Horsley Drive, Wetherill Park New South Wales 2164*

Zoom Meeting –Meeting Start 6.00pm 2nd March 2026

<https://us06web.zoom.us/j/88213721700?pwd=acXIZvwTwrI1GQP4bcSbhnUIb4j3Jp.1>

All members present must sign in the LCA attendance book.

Open Meeting Chair:

Time:

Date:

President: Welcome and pass onto the LCA Committee members present including those on Zoom meeting

Attendees: _____

Zoom: _____

Apologies: _____

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

Nomination that previous meeting minutes to be correct: _____ **Seconded:** _____

Matters arising from the previous minutes: N/A

Item No	Agenda Item	Action/ Notes	Status
1.	Call the meeting to Order	Start time recorded as _____ pm.	
2.	Recording of the Zoom Meetings	The meeting to be recorded. (REMINDER FOR ALL PARTICIPANTS)	OPEN
3.	LCA Website	<u>New posts waiting approval</u> LCA President Post August 2025 (<i>VSWG Meetings</i>)	OPEN
4.	New Forum LCA 2026	The LCA Association will approach Transport for NSW regarding the opportunity to hold a forum, with consideration for delivery in 2026. It is proposed that Ian Carpenter raise this matter as an agenda item at the next TFNSW–VSWG meeting.	ON HOLD By TFNSW
5.	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) 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 transport minister. Peter is following up on alternative channels of communication with his local Member. Peter will advise in due course.	ON HOLD
6.	PRESIDENTS VSWG MEETING	VSWG MEETING 20 th November 2025.	

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(Agenda Summary)	<p>Zoom Attendees – Seven TfNSW management, CHMC, IAME, 4WDs, CAMs, AAAA, Ken & Ian LCA, Peter VSCCS, ASRF, and ACMC.</p> <p>Agenda Items</p> <ol style="list-style-type: none"> 1. VSCCS Certification Data (No of certificates & Certifiers) up to 1st October 2025. 2. Tyre Placards (Notice 21 on the portal) 3. TFNSW will increase the number of open VSCCS certificates from 40 to 80 by March 2026. TFNSW is also considering options to increase the current 4,000-character limit in the VSCCS certificate and are looking to enable the inclusion of evidence photographs following completion of the R-Safety project. 4. Modification Order – Temporary Removal of Seats The modification order, including details relating to the temporary removal of seats is awaiting final consultation and approval by TfNSW. 5. ADR 98/02 and ADR 105 – Consultation Update ADR 98/02, covering Advanced Emergency Braking for Passenger Vehicles and Light Goods Vehicles with a focus on bicycle detection, and ADR 105, covering Blind Spot Information Systems for blind-spot detection, are currently under consultation to align with the latest ECE PCE regulations. 6. Child Restraint Standards A report was provided on the ACCC child restraint standards consultation. The ACCC is considering mandating a new Australian Standard for child restraints, including a proposal to require all children under six months to be placed in rear-facing restraints. Members were encouraged to provide public submissions directly to the group. 7. Imported Conditionally Registered Historic Vehicles Concerns were raised regarding conflicting requirements for imported, conditionally registered historic vehicles. Some vehicles have been rejected due to the absence of compliance certification, creating confusion between the historic and classic vehicle sectors. Transport for NSW has advised that all such vehicles must comply, despite their conditional registration status; however, this position does not accurately reflect the different regulatory pathways that apply to historic and conditionally registered vehicles. 8. VSI 48 and Service NSW Interpretation Issues 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 	<p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p>
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		<p>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>	
7.	Vehicle Modification Code J4	<p>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.</p> <p>Transport for NSW has contacted John Oste with a request for four (4) recent VSCCS J1 certificates, each accompanied by its complete evidence pack, to be submitted for formal determination.</p> <p>John is currently preparing the submission and will forward the documentation upon completion.</p> <p>Further details will be provided in due course.</p>	OPEN
8.	LCA Membership Fees Increase in the New Year Period 2026-2027	<p>John Oste, Treasurer, proposed increasing LCA membership fees for the 2026–2027 period to \$350 for renewals and \$400 for new or previously non-financial members. The motion was seconded by Terry Leeder and supported by the committee. A follow-up review is scheduled for May 2027 to assess if further adjustments are needed. The AAAA membership fee for 2025–2026 is \$341, with an anticipated 5–10% increase for 2026–2027. Currently we have 34 members Plus 1 Life member</p>	OPEN
9.	Bus Seating - Advice Note on VSCCS Vehicle Certifications	<p>Terry has reviewed publicly available OSTI information about a minor incident in which bus seats, mounted on cam lock restraint systems, slid along their tracks due to a lack of servicing or inspection. He is preparing a follow-up email with photos and supporting documents to outline the circumstances and help inform fellow certifiers of the potential compliance implications. Details to follow.</p>	OPEN
10.	Stuart Larkin (Signatory Engineering) – VSCCS Certificate Cancellation	<p>Terry Leeder received a formal request from Stuart Larkin of Signatory Engineering regarding the cancellation of VSCCS certificates by Transport for NSW. On Terry’s recommendation, Stuart joined as a financial LCA member to enable formal engagement. Initial correspondence was circulated to the committee for review. Terry has since received three additional cancelled certificates from Stuart. The matter was discussed and supported by committee members, who reviewed certificate content and a related YouTube video presented on screen. Members identified various errors against statutory requirements and provided feedback while Terry took notes. A guidance response is being drafted and will be reviewed and approved at the next executive meeting.</p> <p>NO FUTHER DETAILS TO DATE</p>	OPEN
11.	Removable Seats	<p>Agenda Item – Modification Order Update (Seat Removal / Occupant Safety)</p> <p>Ian Carpenter provided an update on the latest response from the TfNSW working group regarding this modification order. The Working Group and TfNSW have agreed to the proposed amendments, which</p>	OPEN

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		are now awaiting publication by TfNSW. Further details will be provided once released.	
12.	Completed Event: AAAA ADAS Presentation (Melbourne)	A special presentation has recently been discussed with Nigel Bishop for the LCA on the new ADAS Modification Code and the Bull Bar Airbag Compatibility Technical Working Group, following the AAAA meeting held in Melbourne in January 2026. John Oste has contacted Nigel and provided the upcoming General Meeting dates for consideration. A reply is now awaited to confirm which meeting date he is available to attend as a guest speaker. Further details will follow.	OPEN
13.	Heavy Vehicle Motorhome (Extreme off road)	A 7-tonne GVM Iveco cab chassis fitted with a special-purpose flexible subframe for an up-market motorhome, and equipped with supersingle wheels and tyres, was reported as unsafe to drive despite having been certified in Queensland. This case raises concerns about the adequacy and consistency of interstate certification processes for complex motorhome constructions.	OPEN
	LCA Financials		
14.	Treasurer	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
	Correspondence		
15.	Transition to Website-Based Access for LCA Meeting Materials - Agenda - Minutes	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 distributed both as a website link and as a PDF attachment. After this period, the distribution of PDF attachments will cease, and access will be provided exclusively through the LCA website link. During the transition period, a PDF document will be included outlining simple instructions on the new 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 the “How to Navigate” instructional video. Committee members will continue to have additional password-protected access via the “Committee Correspondence” tab located on the green navigation bar of the website.	OPEN
16.	TFNSW – Upcoming Feedback Meeting RECENTLY REPORTED IN THE LCA GENERAL MEETING - FEB 26	Mark Dewhurst had been approached by a senior Transport for NSW manager. TfNSW asked Mark to relay their acknowledgement of ongoing problems with the online systems and to seek the LCA’s assistance in addressing several major issues affecting AIS Online, R-Safety and the VSCCS portal. Industry Engagement Interview – Reported by Mark Dewhurst An industry engagement interview was held on 5 February with Michael Castleman (Transport IT designer) and senior management representatives Regina Benisano and Jody Forwell. The discussion focused on the R-Safety system, including known issues, suggested improvements, and user experience feedback. At the conclusion of the meeting, an opportunity was provided to raise additional matters. Two issues previously discussed with the LCA were presented:	OPEN

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	<p>Issue 1 – Access to Previous VSCCS Certificates Certifiers requested the ability to download previous VSCCS certificates for a given VIN, similar to the view-only function in AIS Online, but with access to all certificates for that VIN, not only those issued by the logged-in certifier. Response: This feature has already been approved and is currently being implemented. It is not yet confirmed whether it will be added to the existing VSCCS portal or incorporated into the new system under development.</p> <p>Issue 2 – Incorrect LE1 Description on Certificates When selecting LE1 under PC2 or LC2, the system correctly displays “Driving aids and controls,” but on page three of the certificate it incorrectly appears as “Steering System Installation / Modification.” Response: The issue was acknowledged, and they advised it will be investigated further and raised at their next internal meeting.</p>	
	New Business	

Meeting Closed Time _____

Upcoming Meeting Dates

2024	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	20 th July 2026 (Monday)	3 rd August 2026 (Monday)
	17 th August 2026 AGM (Monday)	7 th August 2026 (Monday)
	21 st September 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]	