

Licensed Certifiers Association General Meeting Minutes

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

Meeting Start 6.00pm March 16th 2026

All members present must sign in the LCA attendance book.

Open Meeting Chair: Terry Leeder Time: 6.12pm Date: 16/02/2026

Attendees: Meeting (Live)

Ian Carpenter, Terry Leeder, Michael Azzopardi, John Oste, Scott Hering, , Ken O’Keefe

Zoom: Sean Kelly, Phil Woods, Mark Dewhurst

Visitors: On Zoom: Tim Wells, Luke Truskinger

Apologies:

Previous Minutes: May be read out by the secretary Or

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

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

Item No	Agenda Item	Action/ Notes	Status
1.		General Meeting open at 6.12pm.	
2.	Recording of the Zoom Meetings	The meeting was recorded.	OPEN
	Special Presentation: ADAS & Modified Vehicles – What Every Certifier Needs to Know	<p>The recent ADAS presentation delivered by Luke Truskinger of AIC, following an introduction by Tim Wells (Membership Development Manager, AAAA), was noted. Tim Wells also provided a brief overview of the benefits, including new offerings, associated with AAAA membership. The ADAS presentation was highly informative and professionally delivered, providing valuable insight into the historical development of ADAS, current statutory testing requirements, and future industry direction.</p> <p>Members particularly noted the benefit of real-world examples, including testing photographs and supporting test data, which clarified practical assessment and compliance expectations. The inclusion of Electronic Stability Control (ESC) and discussion on vehicle performance in relation to suspension modifications, wheel size variations on 4WD vehicles, and GVM/GCM upgrades was considered highly relevant to certification activities.</p> <p>The presenter’s engagement with attendees and willingness to address questions with clear, detailed explanations was also acknowledged as a significant contribution to the value of the session.</p> <p>A formal thank you email was issued to AAAA, acknowledging the presenter and expressing the Association’s appreciation for his time and contribution.</p>	

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3.	New Forum LCA	The LCA association have been told by TFNSW they are looking at a forum to be undertaken at TAFE in 2026. Suggested that Ian Carpenter to raise as an agenda at the next TFNSW-VSWG meeting.	ON HOLD By TFNSW
4.	LCA Website	John Oste has recommended that ALL members make use of the website. 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 5 MONTHS.	OPEN
5.	LCA Newsletter By Peter Weatherby "BLURB"	Peter Weatherby is currently working on the second edition of the <i>Blurb</i> . The blurb will be replaced by updated Posted articles on the LCA Website	OPEN
6.	PRESIDENTS POST VSWG MEETING	VSWG MEETING 3 rd March 2026. Zoom Attendees – Seven TfNSW management, CHMC, IAME, 4WDs, CAMs, AAAA, Ken & Ian LCA, Peter VSCCS, ASRF, and ACMC. Agenda Items <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 12,000-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 	OPEN CLOSED ON HOLD CLOSED CLOSED CLOSED

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		<p>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.</p> <p>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 certifiers should be able to assess and certify these vehicles without requiring manufacturer confirmation.</p> <p>New Agenda Items to be raised by the LCA Members</p> <p>1. <u>Modified Tyre Size on VSCCS Certificates</u> It was reported that some Transport for NSW personnel asked whether a +7% tyre size allowance could be added to the tyre size stated on a VSCCS Modification Certificate. It was suggested and reported that some staff may be seeking this allowance. However, VSCCS certifiers have advised that this cannot be undertaken and that this needs to be made explicitly clear. (<i>Note: This ok for SSM vehicles but not vehicles modified under the VSCCS Modification Certificate</i>). Clarification on this matter is requested from the VSWG to confirm the correct position and ensure all parties are working to the same understanding.</p> <p>2. <u>Notice on Previous Agenda Items That Have Been Dropped</u> A summary is to be provided identifying previous agenda items that have been removed or discontinued and for which no response or outcome was received.</p> <p><i>The next VSWG meeting is due to be held in May 2026.</i></p>	<p>OPEN</p> <p>CLOSED</p> <p>OPEN</p>
7.	Off Site Meetings (North/South)	<p>The planned offsite meetings in the northern and southern regions are to be held as part of the 2026 agenda.</p> <p>Mark Woods has agreed in principle to host the southern region offsite meeting and is currently confirming a suitable date in April 2026 to present and demonstrate a heavy trailer brake test procedure using his roller brake testing machine. This session will provide members with valuable insight into real-world brake compliance assessment.</p> <p>Additionally, Phil Woods has offered to facilitate a seat pull-testing demonstration at his facility in July 2026, conducted in accordance with</p>	<p>OPEN</p> <p>OPEN</p>

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		the relevant Australian Design Rules (ADRs). This will give members a practical understanding of current seat compliance requirements. Further details and confirmed dates will be advised.	
8.	Vehicle Modification Code J4	<p>Transport for NSW has confirmed that VSCCS Certifiers accredited under HC5 who do not hold all relevant modification codes will not be eligible for the new J4 Tipper Code.</p> <p>To support a formal determination and accreditation, Transport for NSW requested four recent VSCCS J1 certificates from John Oste, each with its full evidence pack. These documents have been submitted and are now under review. A formal assessment is pending, and further information will be provided once Transport for NSW issues its determination.</p> <p>As a further note, John has contacted Kathleen Cook at Transport for NSW, who is now following up with the responsible TfNSW manager regarding the determination of this matter.</p>	CLOSED
9.	Bus Seating - Advice Note on VSCCS Vehicle Certifications	<p>Peter Weatherby has shared legal advice following an incident where bus seats slid along their cam-lock mounting tracks due to lack of maintenance. He has now added a standard note to his VSCCS certificates stating that ongoing compliance depends on regular inspection and maintenance of all seat-mounting and restraint systems.</p> <p>Terry Leeder will prepare an email with photos and supporting details to inform certifiers of the compliance implications, and he will forward this information to our members once complete.</p> <p>During the previous meeting, Mark Woods suggested an alternative approach—adding a note at the time of inspection—to ensure relevant observations are recorded contemporaneously and improve transparency.</p>	CLOSED
10.	Robbie Holmes	Robbie Holmes advised that he is the next participant scheduled for scenario assessment. No further correspondence has been received at this time.	CLOSED
11.	Rim Tyre Clamps	Greg South raised a concern regarding a certifier who is not a financial member of the LCA and who has been certifying rim tyre clamps, not called bead lock used on passenger-car wheels within his VSCCS certificates. This practice falls outside statutory requirements and is in breach of statutory requirements.	CLOSED
	Financials		
12.	Treasurer's Report	<p>John Oste reported in that the financials were within budget.</p> <p>Year period 2025 -2026.</p> <p><i>Net Assets to date 1st March 2026 – \$38,751.85</i></p> <p><i>Expenditure to date 1st March 2026 – \$10,249.59</i></p>	OPEN
	Correspondence		
13.	Stuart Larkham - Cancelled VSCCS Certificates	<p>Correspondence Noted – Summons Issued</p> <p>Terry Leeder received correspondence from Stuart Larkin regarding his brother Vaughn, who received a summons for mid-March 2026. Vaughn is not a financial member of the LCA; however, his brother is, and therefore the matter has been noted.</p>	NOTED
	General Business		

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14.	<p>Agenda Item 17 taken from the executive Committee meeting 2 march 2026</p> <p>Retirement – Peter Weatherby (Public Officer)</p>	<p>The Committee was advised that the Public Officer has substantially reduced his working hours and availability and has confirmed that he will renew his VSCCS licence for 2026, with the intention of retiring from VSCCS at the end of 2026.</p> <p>He has formally resigned from active participation in the LCA.</p> <p>As a result, the Committee must consider and make arrangements to transfer the LCA registered office from his home address to a new nominated address.</p> <p>Terry Leader has already responded on behalf of the LCA in his capacity as Secretary, and John Oste has also sent a personal response expressing his appreciation and thanks.</p> <p>Peter remains a Life Member of the LCA and will always be welcome. His wealth of experience, wisdom, and knowledge has been highly valued and will be greatly missed by all members.</p> <p>The Committee records its sincere gratitude and extends a very significant thank you to Peter for his many years of dedication, commitment, and service. The Association would not be in the position it is today without his foundational work, leadership, and ongoing contribution.</p>	CLOSED
15.	<p>Committee meeting 2 March 2026</p> <p>Appointment of Public Officer</p>	<p>Following Peter Weatherby’s retirement from active participation in the LCA, the position of Public Officer became vacant. The Committee called for nominations from any Committee member interested in undertaking the role. John Oste put forward a motion nominating Mark Dewhurst and Scott Herning for consideration. Mark Dewhurst accepted the nomination for the position of Public Officer.</p> <p>The motion was carried and seconded by Ian Carpenter, with no objections from Committee members. The Committee formally welcomes Mark to the position of Public Officer and looks forward to his ongoing support and contribution in this role. The Committee also thanks him for accepting the responsibility.</p> <p>John Oste will continue to support Mark in undertaking the responsibilities associated with the role, including preparing a structured list of actions and matters that need to be addressed to ensure a smooth transition and ongoing compliance, such as updates relating to the transfer of the registered office and any associated statutory requirements.</p> <p>This process will be undertaken over the next six to eight weeks.</p>	OPEN
16.	<p>TFNSW – Upcoming Feedback Meeting</p>	<p>Industry Engagement Interview – Reported by Mark Dewhurst</p> <p>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.</p> <p>Two issues previously discussed with the LCA were presented:</p> <p>Issue 1 – Access to Previous VSCCS Certificates</p> <p>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</p>	CLOSED

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		<p>certifier.</p> <p>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</p> <p>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.”</p> <p>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 - 8.06pm

Upcoming Meeting Dates

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	20 th July 2026 (Monday)	3 rd August 2026 (Monday)
	27 th August AGM 2026 (Monday)	7 th August 2026 (Monday)
	21 st September 2026 (Monday)	12 th October 2006 (Monday)
Fourth Term	28 th October 2026 (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	