

Licenced Certifiers Association Committee Meeting – MINUTES

Date: 2nd March 2026

Time: 6.04pm – 6.56pm

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

Meeting Chair: John Oste

Attendees:, Ken O’Keefe, Scott Hering, Ian Carpenter

Zoom: Mark Dewhurst, Mark woods

Apologies: Terry Leeder

Nomination that previous meeting minutes to be correct: Mark Dewhurst **Seconded:** Ian Carpenter

Item No	Agenda Item	Action/ Notes	Status
1.	Call the meeting to Order	The meeting Commenced at 6. 04pm	
2.	Recording of the Zoom Meetings	The meeting was 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.	OPEN
5.	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. John Oste to follow up with Peter. Details to follow.	CLOSED
6.	PRESIDENTS VSWG MEETING (Agenda Summary)	VSWG MEETING 20 th November 2025. 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 4,000-character limit in the VSCCS certificate and are 	OPEN OPEN OPEN

		<p>looking to enable the inclusion of evidence photographs following completion of the R-Safety project.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</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><i>The next VSWG meeting is due to be held on 3rd March 2026.</i></p> <p>New Additional Agenda Item to be Raised on Behalf of the LCA (3rd March 2025 Meeting)</p> <p>a. Forum: A request has been made for a forum to be held. The LCA initially raised this matter in 2024, with advice that it would be scheduled for late 2024. The item was raised again in 2025; however, no action has been taken to date.</p> <p>b. Flanging of Non-Compliant Vehicles: The agenda item regarding the flanging of non-compliant vehicles, raised in April 2025, has not yet</p>	<p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p> <p>OPEN</p>
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been addressed. Transport for NSW (TFNSW) previously advised that this matter was under review; however, no further update has been provided to date.

- c. Agenda Item – J4 Tipper Codes: LCA members have submitted their respective scenarios to Transport for NSW (TFNSW) for review. However, no response has been received to date.
- d. Update of Vehicle Modifications: A Transport Inspector has raised a matter originating from Vehicle Standards regarding the status of a VSCCS compliance certificate. It has been suggested that once a VSCCS compliance certificate is issued, it establishes a new baseline standard for the vehicle. This would allow for subsequent modifications—such as an additional 7% increase in tyre diameter, suspension lifts of up to 50 mm, or second-stage manufacturing modifications including further 2" lift kits or increased wheel diameters—to be applied relative to that new baseline. Clarification is sought from Transport for NSW (TFNSW) to confirm whether this interpretation is correct and how it is to be applied in practice.

Summary of the upcoming VSWG Agenda Items – (3/3/2026)

- 1. Presentation of VSCCS Data
A request for the presentation of VSCCS data to provide clarity on current certification trends, modification approvals, and baseline vehicle standards.
- 2. New VSCCS Certifiers
Peter Gillard to raise the accreditation of new VSCCS certifiers, including issues associated with the current application and approval process.
- 3. Clarification of VSI 48 – GVM Updates (Dual Compliance Vehicles)
Clarification is sought regarding VSI 48 in relation to GVM updates for dual compliance vehicles, specifically the requirement for a Letter of Conformance from the vehicle manufacturer.
- 4. Update of Modification Order – VSI 6
An update is requested on the current status and application of the modification order as outlined in VSI 6.
- 5. Temporary Removal of Seats / Emission Standards for ICV Vehicles
An update is requested regarding the temporary removal of seats. Additionally, a new agenda item is raised concerning emission standards applicable to Individually Constructed Vehicles (ICV).
- 6. VSB 14 Updates
A request for an update on any current or proposed changes to VSB 14, including implications for VSCCS certification and engineering practices.
- 7. VSI 3 – Windscreen / Window Tinting
A new ruling was introduced last year; however, this has not yet been reflected in VSI 3. This matter is to be raised at the conclusion of the TFNSW VSWG meeting. Mark Dewhurst will forward the relevant information to Ian Carpenter for review.
- 8.

7.	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 modification codes will not receive the new J4 Tipper Code. 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. John is currently preparing the submission and will forward the documentation upon completion. Further details will be provided in due course.	OPEN
8.	LCA Membership Fees Increase in the New Year Period 2026-2027	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	OPEN
9.	Bus Seating - Advice Note on VSCCS Vehicle Certifications	Terry has reviewed publicly available OSTI information relating to a minor incident in which bus seats, mounted on cam-lock restraint systems, moved along their tracks due to a lack of servicing and inspection. He is preparing a follow-up email, including photographs and supporting documentation, to outline the circumstances and inform fellow certifiers of the potential compliance implications. Further details will be provided and will be posted on our LCA Website.	OPEN
10.	Stuart Larkin (Signatory Engineering) – VSCCS Certificate Cancellation	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. NO FUTHER DETAILS TO DATE	ON HOLD
11.	Removable Seats (VSWG MEETING AGENDA ITEM)	Agenda Item – Modification Order Update (Seat Removal / Occupant Safety) 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 are now awaiting publication by TfNSW. Further details will be provided once released.	OPEN
12.	Completed Event: AAAA ADAS Presentation (Melbourne)	A special presentation has been arranged for the LCA with Nigel Bishop regarding ADAS systems in motor vehicles, following the AAAA meeting held in Melbourne in January 2026. Luke Truskinger from the Auto Innovation Centre (AIC) will be the guest speaker, with the session presented by Nigel Bishop from AAAA. The presentation is scheduled to be held via Zoom at the next LCA General Meeting on 16 March 2026. The proposed presentation title is:	OPEN

		<p>“ADAS & Modified Vehicles – What Every Certifier Needs to Know”</p> <p>This event will be promoted by the LCA as an excellent opportunity for members to raise concerns and ask questions regarding how vehicle modifications may affect ADAS. In particular, it will address scenarios such as suspension lift kits and how a certifier can assess and validate that ADAS functionality has not been compromised by modifications carried out on a vehicle.</p> <p>John Oste has advised that he will contact members to inform them of this upcoming event. Further details will follow.</p>	
13.	Heavy Vehicle Motorhome (Extreme off road)	<p>A 7-tonne GVM Iveco motorhome conversion, fitted with a flexible subframe and super-single wheels, has been reported as unsafe to drive despite having been certified in Queensland. This raises concerns regarding the adequacy and consistency of interstate certification processes for complex motorhome modifications.</p> <p>Mark has contacted Iveco and obtained the relevant Body Builder’s Manual, which outlines the correct procedures and approved modification methods. This information has been forwarded to the NHVR in Queensland for assessment. Katherine Cook (TFNSW) has been informed of the matter and will be copied on further correspondence. Further details will follow.</p>	OPEN
14.	Transition to Website-Based Access for LCA Meeting Materials - Agenda Minutes	<p>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.</p> <p>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.</p>	OPEN
15.	TFNSW – Upcoming Feedback Meeting RECENTLY REPORTED IN THE LCA GENERAL MEETING - FEB 26	<p>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.</p> <p>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.</p> <p>Two issues previously discussed with the LCA were presented: 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.</p>	CLOSED

		<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>	
	LCA Financials		
16.	Treasurer	<p>John Oste reported in that the financials were within budget. Year period 2025 -2026.</p> <p><i>Net Assets to date 28th January 2026 – \$39,000.32</i></p> <p><i>Expenditure to date 28th January 2026 – \$10,001.12</i></p> <p><i>Since meeting update</i></p> <p><i>Net Assets to date 1st March 2006 - \$38,751.85</i></p> <p><i>Expenditure to date 1st March 2006 - \$10,249.59</i></p>	OPEN
	Correspondence		
17.	Retirement – Peter Weatherby (Public Officer)	<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. 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>	OPEN
	New Business		
18.	Appointment of Public Officer	<p>Following Peter Weatherby’s retirement from active participation in the LCA, the position of Public Officer became vacant.</p> <p>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 Hering for consideration. Mark Dewhurst accepted the nomination for the position of Public Officer. The motion was carried and seconded by Ian Carpenter, with no objections from Committee members.</p> <p>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>	OPEN

		<p>John Oste will continue to support Mark in undertaking the necessary responsibilities associated with the role. He will work through the items requiring review and update and will prepare a structured list of actions and matters that need to be addressed to ensure a smooth transition and ongoing compliance, including updates associated with the transfer of the registered office and any related statutory requirements.</p> <p>This process will be undertaken over the next six to eight weeks.</p>	
19.	TFNSW VSWG – GVM / GCM Upgrades (Code LS16)	<p>Ken O’Keefe raised for discussion a matter that had previously been submitted to Transport for NSW (TFNSW) regarding the acceptance of recent towing upgrades and GCM modifications under Code LS16. Queensland, Victoria, and Western Australia have accepted these upgrades; clarification is sought as to TFNSW’s current position and whether any determination has since been made.</p> <p>It was previously understood that Transport had referred the matter to its legal department for review, noting that it would not automatically adopt the position of other jurisdictions.</p> <p>This issue is commonly raised by members of the public, with clients frequently questioning why such upgrades are permitted in Queensland, the Northern Territory, and Victoria, yet are not currently permitted in New South Wales. Greater clarity and consistency across jurisdictions is therefore sought.</p> <p>Ian Carpenter advised that he could not recall this matter being formally listed as an agenda item. He will raise the issue at the upcoming VSWG meeting tomorrow. Further details will follow.</p>	
20.	STARLink Portal Access Issues (Information Only)	<p>It has been reported by some certifiers that they are experiencing difficulties accessing the STARLink portal, particularly in relation to the multi-factor authentication (MFA) process.</p> <p>In some instances, users are unable to complete the login procedure when prompted to approve the authentication request via their mobile phone.</p> <p>This item is noted for information only.</p>	
	Meeting Closed	6.56pm	

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	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	
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This concludes the 2026 year.