

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 18th March 2026

Zoom Meeting Address:

<https://us06web.zoom.us/j/87993725249?pwd=YayvEr9A3lVSylGgubd5bARRIAPhYO.1>

All members present must sign in the LCA attendance book.

Open Meeting Chair: _____ Time: _____ Date: _____

Attendees:

Zoom _____

Apologies: _____

Item No	Agenda Item	Action/ Notes	Status
1.	Call the meeting to Order	The meeting Commenced at _____pm	
2.	Recording of the Zoom Meetings	The meeting will be recorded for documentation of the meeting minutes.	OPEN
3.			
4.	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
5.	LCA Website	John Oste has recommended that ALL members make use of the website. For a three-six month transition period, correspondence will be issued via both website link and PDF, after which access will be via the website only. This arrangement will be reviewed at the conclusion of the three-six month period if the PDF is still required. Instructional guidance will be provided to members during the transition, with committee members retaining password-protected access to additional materials. John Oste will provide the relevant website link and information to Terry Leeder for distribution at upcoming meetings.	OPEN
6.	PRESIDENTS POST VSWG MEETING	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 (UPDATE AFTER THE MEETING)	

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		<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 certifiers should be able to assess and certify these vehicles without requiring manufacturer confirmation. <p><i>The next VSWG meeting is due to be held on 19th May 2026.</i></p>	<p>OPEN</p> <p>CLOSED ON HOLD</p> <p>CLOSED</p> <p>CLOSED</p> <p>CLOSED</p> <p>CLOSED</p> <p>CLOSED</p> <p>OPEN</p>
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		<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. Flaging of Non-Compliant Vehicles: The agenda item regarding the flanging of non-compliant vehicles, raised in April 2025, has not yet been addressed. Transport for NSW (TFNSW) previously advised that this matter was under review; however, no further update has been provided to date.</p> <p>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.</p> <p>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.</p> <p><u>Summary of the upcoming VSWG Agenda Items – (3/3/2026)</u></p> <p>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.</p> <p>2. New VSCCS Certifiers Peter Gillard to raise the accreditation of new VSCCS certifiers, including issues associated with the current application and approval process.</p> <p>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.</p> <p>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.</p>	<p>OPEN</p> <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>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).</p> <p>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.</p> <p>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.</p>	<p>OPEN</p> <p>OPEN</p> <p>OPEN</p>
7.	Off Site Meetings (Seat Testing)	<p>The Committee discussed the upcoming meeting scheduled for 20 July 2026, including the opportunity to conduct a seat testing presentation. Phillip Woods has agreed to undertake the presentation, which will be conducted on 20 July 2026 at his testing facility located at Unit A12 / 16A Amax Avenue, Girraween NSW 2145. Terry Leeder to forward a email to all members regarding this matter.</p> <p>Further details to follow</p>	OPEN
8.	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. 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>	OPEN
9.	Appointment of Public Officer	<p>Following Peter Weatherby’s retirement, the position of Public Officer became vacant.</p> <p>Mark Dewhurst was nominated, accepted the role, and was appointed as Public Officer. The motion was seconded by Ian Carpenter and carried without objection.</p> <p>The appointment has been updated with the Department of Fair Trading, and Mark Dewhurst is now formally listed as the Public Officer.</p>	CLOSED

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		John Oste will arrange updated LCA business cards following the upcoming Annual General Meeting.	
	Financials		
10.	Treasurer's Report	John Oste reported in that the financials were within budget. Year period 2025 -2026. <i>Net Assets to date 30th April 2026 – \$37,669.57</i> <i>Expenditure to date 30th April 2026 – \$11,331.87</i>	OPEN
	Correspondence		
	General Business		
11.	AAAA Membership Renewal 2026 - 2027	Members are to be advised that the Australian Automotive Aftermarket Association (AAAA) membership renewal is due for the upcoming 2026–2027 period. It was noted that membership fees are typically subject to a CPI-based increase. Terry Leeder will prepare and distribute an advisory email to all members, seeking confirmation from those wishing to renew their AAAA membership for the 2026–2027 period. Since the meeting, John Oste has been advised that the AAAA membership fee for the 2026–2027 period is \$358 (including GST).	OPEN
12.	TfNSW Update – New Vehicle Registration Process	The Committee noted a recent update from Transport for NSW regarding the registration process for new vehicles, as raised for member awareness by Mark Dewhurst. It was advised that members of the public may now register a brand new vehicle without the requirement for a blue slip inspection. Registration can be completed by attending an authorised TfNSW service centre, where the required documentation, including RAV entry confirmation and vehicle details, is submitted and processed, allowing registration to be issued and finalised during the same visit. The update was noted for member awareness.	NOTED
13.	VSI 6 Update – Seat Removal and VSCCS Certification Requirements	Mark Dewhurst advised the Executive Committee that he has reviewed the revised gazetted Vehicle Standards Information No. 6 (VSI 6), scheduled for release on 1 July 2026. It was noted that the requirements relating to seat removal and occupant protection remain applicable, with VSCCS certification required where modifications affect compliance with applicable ADRs, occupant protection, or result in a change to the vehicle category. This includes scenarios where seating positions are removed or replaced with alternative configurations. The Committee discussed that, in practical terms, modifications involving the removal of seats not designed as readily removable components, or where seating is replaced with alternative installations (such as storage systems or appliances), will generally require VSCCS engineering certification due to their impact on seating capacity and vehicle compliance. It was further noted that, for pre-ADR vehicles, seatbelt installations may not require VSCCS certification where fitted in accordance with the applicable Transport for NSW guidelines.	NOTED

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		<p>Link Address:</p> <p><u>Guidelines for Retrofitting Seatbelts to ADR Vehicles</u></p> <p>However, responsibility for compliance remains with the vehicle owner. General discussion also occurred regarding the applicability of lap belt requirements for vehicles manufactured between 1965 and 1969.</p>	
14.	LCA Membership Fees Increase in the New Year Period 2026-2027	<p>John Oste, Treasurer, proposed an increase to the Licensed Certifiers Association Inc. (LCA) membership fees for the 2026–2027 period. The proposed annual fee structure is \$350 for membership renewals and \$400 for new or previously non-financial members.</p> <p>The proposal was discussed by the committee, noting that the current Australian Automotive Aftermarket Association (AAAA) membership fee for 2025–2026 is \$341, with an anticipated increase of approximately 5–10% for the 2026–2027 period. It was further noted that the Association currently comprises 34 members.</p>	OPEN
	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)
	20 th July 2026 Seat Test Presentation (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 (TBA 2026) TBA	