


→ Jan 2015.  


Seymour & District Car Club  
6/22 Emily St  
Seymour Vic 3660

Dear Sir or Madam

#### **CHANGES TO THE CLUB PERMIT SCHEME**

Recently, VicRoads wrote to vehicle clubs seeking comment on proposed changes to the club permit scheme. This letter informs you of outcomes and details of changes to the club permit scheme commencing 31 January 2015 based on the feedback VicRoads received.

#### **Proposed Changes**

The proposed changes VicRoads sought your views about were:

- Requirements for a certificate of roadworthiness to be provided with club permit applications for vehicles built after 31 December 1930.
- Club safety inspection to remain for vehicles built before 1 January 1931.
- Clubs to maintain photographs.
- New "M" category and number plates for modified vehicles.
- *New Guidelines for modifications to vehicles operated under Victoria's Club Permit Scheme – Vehicle Standards Information No. 33 (VSI33)* for modification to club permit vehicles (other than street rods).

#### **Feedback from clubs**

The response from clubs to the proposed changes was positive and included comments that consideration be given to allow:

- Post-1969 vehicles (which because they were produced substantially unchanged before and after 1 January 1969, are referred to as "carry-over models") to be modified to the same extent as pre-1969 vehicles.
- Further flexibility for practical modifications in VSI33 in view of the era of some vehicles.

Comments were also received to the effect that requiring a certificate of roadworthiness for an older vehicle would be difficult in that Licensed Vehicle Testers (LVTs) may not have the necessary knowledge to test an older vehicle.



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Accordingly, in recognition of these views, VicRoads has revised VSI33 to allow further modifications to accommodate safety features and upgrades in relation to brakes, steering, tyres and roll-cages.

In relation to carry-over models, modifications permitted for pre-1969 vehicles will be allowed for carry-over models manufactured until 31 December 1972. The period is not extended past 1972 as in 1973, Australian Design Rule 10B (crash testing) came into effect requiring many models to be significantly structurally revised.

VicRoads has extended the vehicle manufacture date after which a certificate of roadworthiness is required for initial club permit applications to 31 December 1948. VicRoads believes this date reflects the commencement of modern, post-war vehicle engineering standards with which the majority of LVTs will be more familiar.

#### **New requirements commencing 31 January 2015:**

- When signing new club permit applications, club safety officers/scrutineers will be required to complete a Vehicle Eligibility and Standards Declaration form declaring that the vehicle is safe for use on the road and that it meets the applicable requirements for the category of vehicle for which the club permit is sought. The form and a listing of requirements for each club permit vehicle category is attached.
- Initial club permit applications (not renewals) for vehicles manufactured after 31 December 1948 will need to be accompanied by a current certificate of roadworthiness.
- For pre-1949 vehicles, clubs will continue to conduct their own safety inspection.
- The modification guidelines specified in VSI 33 apply.
- If an initial club permit application is submitted for a vehicle that is modified outside of the appropriate modification guidelines, a Vehicle Assessment Signatory Scheme (VASS) approval certificate covering the modifications must be provided with the permit application. An "M" club permit plate will be issued to identify these as modified vehicles.
- Clubs are required to maintain photographs of vehicles entering the club permit scheme in accordance with the club permit agreement.

#### **Existing and ongoing requirements to be noted**

There are two important existing, ongoing requirements that I would like to draw your club's attention to:

- Motor vehicles manufactured outside of Australia after 31 December 1968 (30 June 1975 in the case of motorcycles) which do not have a previous Australian registration history, must have a VASS approval certificate to demonstrate that the vehicle meets the Australian Design Rules that applied at the time the vehicle was manufactured.
- Club permit vehicles must comply with the Vehicle Standards, appropriate to the date the vehicle was manufactured, contained in Schedule 2 of the *Road Safety (Vehicles) Regulations 2009*. A copy of the regulations is available on VicRoads' website.

All vehicle standards and modification guidelines are available through VicRoads' website at:

[www.vicroads.vic.gov.au/safety-and-road-rules/vehicle-safety/vehicle-standards-information](http://www.vicroads.vic.gov.au/safety-and-road-rules/vehicle-safety/vehicle-standards-information)

### **New club permit agreement**

In support of these changes, a new Club Permit Agreement has been developed (a copy is included). The new Agreement, which supersedes your club's current Agreement, must be signed and returned to VicRoads by 30 March 2015.

In addition clubs are to provide VicRoads with a current list of office bearers and safety officers/scrutineers together with sample signatures and driver licence numbers. This information is to be included in a form accompanying the Agreement, and must be completed whenever office bearers and scrutineers change within a club.

The agreement and form must be provided to VicRoads by 30 March 2015. VicRoads will revoke the approval of clubs for the purposes of the club permit scheme if the new Agreement and form is not signed and returned to VicRoads by this date.

### **Revised Club Permit Application form**

VicRoads has revised the Club Permit Application form to be signed by the club authorised office bearer certifying that the applicant is a current financial member of the club (copy attached) to reflect the new requirements.

All permit applications submitted on or after 31 January 2015 must use the revised application form.

### **Vehicle Eligibility and Standards Declaration form**

Commencing 31 January 2015, the revised Club Permit Application form must also be accompanied by a Vehicle Eligibility and Standards Declaration for Club Permit Vehicles form declaring that the vehicle is eligible, safe for use on the road and meets the requirements of the scheme (sample copy attached). This form must be signed by a nominated safety officer/scrutineer.

Club permit applications will not be accepted unless a completed Vehicle Eligibility and Standards Declaration for Club Permit Vehicles form is provided.

### **Vehicle safety inspection checklist**

To assist clubs with inspecting vehicles and determining whether they are safe for use on the road, VicRoads has developed a checklist (sample attached). Please note that this checklist is for guidance only and should be used at the club's discretion; it does not replace the requirement for the Vehicle Eligibility and Standards Declaration for Club Permit Vehicles form or any requirement for a Certificate of Roadworthiness.

### **Existing club permit vehicles that may not meet vehicle standards**

While VicRoads will not actively identify existing modified vehicles for re-certification, periodically vehicles are reported to VicRoads as unroadworthy and/or inappropriately modified and VicRoads is required take action when this occurs. In such instances, VicRoads will write to the permit holder advising them to request that their club re-assess the vehicle in accordance with the new requirements.

Clubs may also choose to re-certify existing modified vehicles and seek that the vehicle be issued an "M" modified club permit plate.

**Club permit renewals after permit expiry**

To bring club permit renewals into line with registration renewals, from 31 January 2015, permit renewal applications received by VicRoads more than three months (90 days) after the expiry of the previous club permit will not be accepted and a new permit application will need to be produced.

**Information about inspection of club permit vehicles for Licensed Vehicle Testers (LVTs) and Vehicle Assessment Signatory Scheme (VASS) signatories**

VicRoads will write to LVTs and VASS signatories in January 2015 to provide advice about inspection arrangements appropriate for older vehicles.

**Help with the new requirements**

Thank you for your feedback. The club permit scheme is an important component of the vehicle registration system and input from clubs and representatives of the club permit movement into potential enhancements to the scheme will ensure it meets the needs of clubs and road safety imperatives.

Should you have a query regarding the new requirements, please contact VicRoads through [CPSconsult@roads.vic.gov.au](mailto:CPSconsult@roads.vic.gov.au).

Yours sincerely



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**January 2015**