



COUNCIL
OF
MOTORING CLUBS OF
WA (INC)

March 2003.

Information for users of Concessional Club Licence

Council of Motoring Clubs of WA Inc.
PO Box 742,
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Phone. Check White Pages for current listing.

Information has been provided by 'Department of Planning and Infrastructure' (DPI) (previously 'Transport') and compiled by the Technical Committee of the Council of Motoring Clubs of WA Inc.

All care is taken to ensure information is accurate at time of publication but as changes can occur you should check with your Club Registrar or Examiner.

How does a Car Club gain Concessional Club Licence?

The Club should be a Member of the Council of Motoring Clubs of WA (Inc). (CMCWA.)

The Club must apply to the Department of Planning and Infrastructure (DPI) for permission to provide Concessional Club Licence facilities to its members. Application forms available from the Secretary of CMCWA.

The Club must appoint a suitably qualified vehicle scrutineer for the required annual Club inspections and must appoint a Club Vehicle Registrar. It is *not recommended* that the scrutineer be the Registrar. If a separate Registrar is not appointed it is stipulated that the Secretary undertake that role. The Club must undertake to inspect every vehicle on its Concessional Licence Register before June 30th each year. The Registrar must keep records of all vehicles under concession and must notify 'DPI' of any changes. For example;

1. Club member with concessionally licenced vehicle does not renew membership.
2. Club member sells vehicle.
3. Club member does not follow regulations regarding use of concessional licence.

At the start of each Financial Year, the Registrar must forward to 'DPI', a list of vehicles that have been inspected or have been notified to the Registrar that the vehicle is off the road for repairs. The owners of vehicles that have not been inspected or notified to the Registrar that they are off the road for repair will be contacted by 'DPI' and have their licence transferred to full registration.

The Club should ensure their by-laws clearly outline the responsibilities and authority of their club vehicle scrutineer. It is suggested that if a scrutineer has a conflict of interest or personalities, he request an outside scrutineer to carry out the examination.

An AIS Examiner is not permitted to carry out the initial examination for Concessional Club Licence on his own vehicles.

The descriptive plates i.e. Veteran, Vintage, Post-Vintage and Invitation are available through the **CMCWA** Secretary, as are the mandatory windscreen stickers and Inspection books.

Some Clubs apply additional conditions e.g. Fire extinguishers must be fitted to every Concessionally Licenced vehicle or, members with Concessionally Licenced vehicles must attend a certain number of Club events per year. These are Club, not licence, requirements.

Under exceptional circumstances, later model vehicles (newer than 25 years) may be placed on Concessional Club Licence. The categories are;

Unique; " A vehicle of limited availability in Australia, or a vehicle which is sufficiently unusual to warrant collection".

Historic; " A vehicle which has some historical significance in that it, or similar examples, are recognised as being part of motoring history (locally or otherwise), or a vehicle which has an early (low production number) or last (end of production example of a particular marque or model).

Left-hand drive vehicles are eligible for inclusion in this arrangement, however, steering orientation alone does not normally classify a vehicle as unique or historic.

Vehicles that do not comply with DPI's modification policy (for concessional licencing) are not permitted to be licenced under club concessional arrangements and all eligible vehicles must therefore conform to original manufacturers specifications.

Description of Terminology.

CMCWA; Council of Motoring Clubs of WA

DPI; Department of Planning and Infrastructure, previously known as 'TRANSPORT'.

AIS; Approved Inspection Station. Where Club Examiners, who are approved to examine for initial concessional licence examinations and carry out examinations.

AIS Examiner; Club examiner approved by 'Department of Planning and Infrastructure' to conduct initial examination for Club Concessional Licence or lighting examination.

Scrutineer; Qualified person appointed by individual clubs to conduct annual examination of concessionally licenced club vehicles.

Frequently Asked Questions.

Who can have a Concessional Club Licence?

The owner must be and remain a financial member of a recognised Car Club that is affiliated to the Council of Motoring Clubs of WA Inc.

What type of vehicle can I put on Concessional Licence?

Any type of motor vehicle manufactured more than 25 years ago (at commencement of year model). This includes cars, trucks, motor cycles, buses and tractors.

What years do the classes cover?

Veteran. to December 30th 1918.

Vintage. January 1st 1919 to December 30th 1930.

Post-Vintage January 1st 1931 to December 30th 1950.

Invitation Class January 1st 1951 to December 30th 19**. Must be at least 25 years old.

Can I modify my vehicle?

No. All vehicles on Concessional Club **Licence must be unmodified original type** vehicles. The fitting of some safety items, such as flasher indicators, is permitted and encouraged. Some exceptions may be permitted by presenting a written request to the CMCWA Inc Technical Committee

Am I able to fit accessories or options to my vehicle?

Yes, as accessories are not a modification. Options that were available for the vehicle **when new** are also permitted providing all related items are fitted. E.g. if disc brakes were an option, you must fit all related items such as suspension or brake booster. You may be asked to provide documentary evidence that the option was available.

When can I use my vehicle?

You may use your vehicle for any noted Club event even when organised by a different club from the one to which you belong. You may use your vehicle for participation in rallies; tours, meetings, displays, busy bees or any activity authorised by member Clubs, Registrars or Council of Motoring Clubs of WA Inc.

You are also permitted to 'Road Test' your vehicle, which means, taking to a service centre for repair, filling with petrol, occasional driving to ensure brakes, cooling and other systems are operating correctly. You are NOT permitted to use your vehicle to commute to work or use on a regular basis.

How do I get a Concessional Licence?

If your vehicle is currently licenced you must have the vehicle inspected by an AIS authorised, club examiner. If your vehicle is not licenced, you must obtain a permit to drive the vehicle to the Club examination centre and to allow the examiner to road test the vehicle.

This examiner may not be a member of your club but he is a Car Club Examiner, authorised by 'DPI' to carry out the examination. You need to make an appointment with an examiner and present the vehicle for examination.

A list of Authorised Examiners is attached to the end of this booklet. You will also need proof of ownership, current licence papers and a letter from your Club Registrar, on Club Letterhead, confirming your current membership, make and model of vehicle and stating that you are applying to register a vehicle on Concessional Club Licence.

The letter from your Club Registrar will state that you are a financial member of that club and a windscreen examination sticker will be supplied for the examiner to date and attach to your windscreen.

Once the vehicle has been examined, the examiner must fax the examination sheet to 'DPI' so that the VIN Verification Report may be sent back to him. When the examiner gives the paper work back to you, this may take a day or two, you will have;

- Inspection form.
- VIN Verification Report.

- Membership letter.

- Current licence papers (if licenced)
- 'Veteran', 'Vintage', 'Post Vintage' or 'Invitation' plates that must be fitted above or below your normal number plates and a windscreen sticker.

You now take all of these to your nearest 'DPI' licencing office, except the plates & sticker, and the staff will do the necessary documentation for you. ***Advise your Registrar of your new number plates.***

It is recommended that you have comprehensive insurance on your vehicle, as some examiners will not test the vehicle if it is not insured. This Insurance is not expensive and may be obtained from specialist insurers such as Shannons Insurance.

I am a Country Member. How do I get my vehicle examined?

If you do not live within a reasonable distance of a 'DPI' approved Club Examiner, the above procedure applies except the inspection is carried out at the local 'DPI' Inspection Station and the Fee is payable to the Examiner.

Do I require any further examinations for my vehicle?

Yes. Your vehicle **must** be inspected each year by your own Club's scrutineer. At the start of each Financial Year, your Club's Registrar must forward a return to 'DPI'. If your vehicle has not been inspected and the Registrar has not recorded the vehicle as being 'laid up' for repairs, he must inform 'DPI' and the Concessional Club Licence will be withdrawn and the vehicle placed on 'full' licence. A 'DPI' 'pits' inspection would then be required with associated costs. Even if your vehicle were inspected in February it would require its Club annual inspection before the end of June.

Do I require special licence plates?

No. Special plates are not required so you may use the normal number plates or, if you prefer, a selection of 'Custom' plates is available from 'DPI'.

A descriptive plate reading 'VETERAN', 'VINTAGE', 'POSTVINTAGE' or 'INVITATIONAL' **must** be fixed above or below your normal number plate. These plates are available from your club Registrar.

The Club vehicle examiner will date the sticker you have provided from your Club and attach it to your windscreen.

What Items are checked on my vehicle'?

All items that relate to roadworthiness and safety. The vehicle must be tidy and presentable. See addendum.

Are there any conditions on the use of my vehicle'?

The 'Department of Planning and Infrastructure' imposes a number of conditions on, vehicles that enjoy Club Concessional Licence. See addendum.

How can I get the night driving restriction removed*?

Providing your lights operate to an acceptable standard and meet the requirements you may have the lights checked by an AIS Club Examiner. He will carry out the examination of the lights and provide you with the completed examination sheet to take to your local licencing centre with your current licence papers. Condition 003 will be removed from your licence papers.

Can I tow a trailer with my concessionally licenced vehicle?

You may tow a trailer but in accordance with the concessional licence applied to the towing vehicle.

Am I allowed to carry a load on my Concessionally Licenced truck or utility?

You are permitted to carry a load if you are on an authorised event such as a club display and you are carrying an exhibit, for example, a stationary motor, another vehicle or a display tent and barbecue but in accordance with the weight capacity of the truck.

Can I use my vehicle for weddings or funerals?

You are permitted to use your vehicle for weddings or funerals pertaining to family or relations. You may NOT charge a fee or receive any consideration for supplying your vehicle. You may also join with other Club vehicles to form an entourage. You must apply to your Club Registrar for permission stating dates, times and locations. This activity should be minuted by your club committee and a letter of approval should be carried in the car.

Who can drive my vehicle?

Provided the vehicle is being used for an approved event, any appropriately licenced driver may drive your vehicle. Your Insurer may have restrictions. A mechanic, restorer or examiner may drive your vehicle for road testing. The Examiner or Scrutineer must drive your vehicle for Annual Examination.

Do I pay Stamp Duty on transaction?

No. Stamp Duty is not payable on a Club Concessional Licence when transferring ownership to or from another club member or on first time Club Concessional Licence registration.

Can I transfer ownership?

Ownership can only be transferred, on Club Concession, to a financial Car Club member. To transfer ownership you and the purchaser must fill in a licencing Change of Ownership Form. The new owner must obtain a letter from his Club Registrar, confirming his current financial membership of that Club. The new owner takes these documents to a DPI Licencing Centre and completes the transfer. As the seller, you **must** notify your Club Registrar that you have disposed of the vehicle. The new owner **must** notify his Club Registrar that he has purchased the vehicle.

Who can I contact regarding questions, problems or technical details in relation to Concessional Club Licence?

The Department of Planning and Infrastructure have asked that Club Members direct all enquiries to their Club Registrar or Examiner or, if they prefer, to the Council of Motoring Clubs of WA Inc.

The Council has a Technical Committee that has regular meetings with 'DPI' to raise issues or clarify policy matters. For contact see Council of Motoring Clubs of WA Inc. contact.

'Department of Planning & Infrastructure' Condition Codes.

VETERAN, VINTAGE AND POST-VINTAGE PRE 1934.
(Vehicles that do NOT comply with lighting requirements.)

001 Licence to be carried in vehicle at all times.

003 Daylight use only.

004 Licence not transferable without prior approval from 'Department of Planning & Infrastructure' Licencing.

089 Vehicle to be used only in connection with club events or for road testing. Plates reading 'Veteran', 'Vintage', 'Post-Vintage' or 'Invitation Class' as applicable to be affixed above the normal number plates.

VETERAN, VINTAGE, POST-VINTAGE (Post 1934) and INVITATION CLASS. (Complies with lighting requirements.)

Conditions as above but if lighting meets required standard for applicable year condition 003 will be deleted.

LEFT HAND DRIVE VEHICLES.

Conditions as above. A sticker reading 'CAUTION LEFT HAND DRIVE' with letter 76mm high on a contrasting background must be affixed to the rear of the vehicle.

What items will be inspected on my vehicle?

(Your vehicle will be road tested by the Club Examiner to check various items on the road.)

1. Electrical.

Headlights, High beam, dip beam. Park lights, tail lights, number plate light. Brake warning lights. Flashing Indicators. (Recommended to be fitted to all vehicles.) Horn, dash lights, heater/demister (if fitted). Windscreen wiper. (Washers if fitted) Wiring in good order. Battery secure. Reflectors and reverse lights.

2. Brakes:

Primary and parking brakes to operate efficiently. No leaks from hydraulic or air systems. Rods and cables in good condition with locks and split pins fitted. Warning lights to operate if fitted.

3. Suspension and steering.

No excessive play at steering or suspension joints. Shackle and suspension bushes to be in good condition. Front and rear wheel bearings to be serviceable with correct free play. Shock absorbers to be in serviceable condition. (if fitted) No corrosion/rust in chassis or components.

4. Wheels and tyres.

Wheels to be in serviceable condition (including spare). No excess play in split rim or spoke wheels. Tyres to be compatible and have legal tread depth or comply with manufacturers original equipment.

5. Drive line.

Engine, exhaust. Transmission and differential. Speedometer and speed limiter. Vehicle performance. Fuel and oil leaks.

6. Body and trim.

Body and chassis to be in serviceable condition with all doors and windows to operate correctly. No tears in mudguards. Paint work to be in a presentable condition.

7. ADR.

Vehicle to comply with relevant Australian Design Rules if applicable at time of manufacture.

8. Tractors

Some special conditions apply to tractors. Please contact the Examiner at the Tractor Museum or Tracmac.

9. Additional

Some clubs require the fitting of a fire extinguisher to the vehicle. This is a club condition that is not required for licencing.

Please do the right thing with your Concessional Club Licence as the old car movement has worked hard to get the privilege for you.

If you are caught abusing the system, your vehicle will be placed on full licence and you could be fined.