

AGENDA

Economic Development Committee

to be held at

Council Administration Centre
Council Chambers
180 Mort Street, Lithgow

on

Monday 4 March 2019

at 5:00 pm

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- 1. Present
- 2. Apologies
- 3. Confirmation of Minutes
- 4. Declaration of Interest
- 5. Presentations

6. Staff Reports

6.1. Lithgow Economy Scorecard

Summary

The purpose of this report is to advise the Economic Development Committee of the Lithgow online economic profile and to provide a brief scorecard highlighting some important local statistics.

Commentary

At Council we have an online resource, called the Lithgow Economic Profile - which provides economic data on our location. The data-sets provide access to detailed demographic data for the 1991 to 2016 Census years, economic data and maps on industry sectors as well as population and employment forecasts.

The economic data is important as it provides comprehensive information about workforce characteristics, industry contributions, the role of tourism and gaps in local supply chains.

There is also a public website available that gives an economic overview of Lithgow's key indicators and trends: https://economy.id.com.au/lithgow.

LITHGOW ECONOMY SCORECARD

GRP \$1.27B -3.8% Popn 21,565 +0.38% Local Jobs 8,601 +0.18%

Local Businesses 1,293 +1 business Lithgow Economy Scorecard Building Approvals \$60.05M R: 79.2%, NR 20.8%

Unemployment 7.4% 739 people

Exports \$1,168M -247M(5Y)

Economic Output \$2.7B -453(5Y)

The economy scorecard shows:

- 1. Slight population growth year on year currently 21,565,
- 2.GRP of \$1.27B down year-on-year (-3.8%) as is economic output of \$2.B (-\$453M 5 year trend),
- 3. Unemployment of 739 people 7.4%,
- 4. Local businesses and local jobs holding steady (1,293 businesses and 8,601 jobs),
- 5. Over \$60M in building approvals in 2018 almost 80% residential,
- 6. Exports over \$1,100M, but as with GRP and economic output trending downwards.
- 7. A brief presentation will provide further analysis.

Policy Implications

Nil

Financial Implications

- Budget approved N/A
- Cost centre N/A
- Expended to date N/A
- Future potential impact N/A

Legal Implications

Nil

Attachments

Nil

Recommendation

THAT the Economic Development Committee note the report on the Lithgow Economic profile and the brief presentation on the scorecard.

6.2. Lithgow Tourism Alliance

Summary

The purpose of this report is to advise the Economic Development Committee on progress to date on the assembly of a Lithgow Tourism Alliance that has been formed with the aim of developing the governance and operational/management industry structure for a Lithgow Local Tourism Organisation (LTO).

Commentary

The Lithgow Destination Management Plan was endorsed by Council in 2014. The strategy was developed in consultation with representatives of the local tourism industry as well as regional and state tourism organisations.

The strategy identifies actions of:

- 1. "Explore the possibility of establishing an industry based Tourism Association".
- 2. Develop and implement an integrated and effective marketing and branding strategy for tourism that also aligns with Council and Economic Development."

In April 2018 the Economic Development Committee adopted a report and recommendations from the Tourism Bureau Working Party. The recommendations identified:

- 1. The adoption of an aligned delivery model that will see the LCC and Industry jointly taking responsibility for tourism in the Lithgow LGA. The delivery model proposed involves a 'division of responsibility', while the Industry (under a not for profit organisation with Board governance) would bring its skills to carry out **destination marketing, promotion and training.**
- The aligned delivery structure be phased-in over a 2-3-year period in a three-staged process thus allowing sufficient time for both industry to organise itself into a united group and for LCC and Industry to formalise the operating model and recruit the necessary skills required.
- 3. LCC should adopt a multi-faceted approach to future funding of tourism:
 - a. LCC engage with the tourism industry community to gain alignment on the direction for tourism management in the future and the pros and cons of a future funding regime;
 - b. Actively pursue and identify suitable tourism grant funding opportunities; and
 - c. LCC engage the wider business community to outline the potential for SRV application to fund tourism infrastructure, the specifics of how a SRV would fund tourism, the cost-benefit to both the business community and the wider LGA community and, seek agreement to work towards an agreed position and business case for Council determination.

Discussions have occurred with industry representatives to progress the option of establishing the Local Tourism Organisation and when all tourism industry tourism members were asked for expressions of interest to form a Tourism Alliance, a strong number of responses were received.

A Tourism Forum was held at the Lithgow Visitor Information Centre in late 2018 where an update was provided on the progress of the development of a Lithgow Destination Marketing Campaign, and discussion also took place surrounding one of the priority actions in place for our region as we look to create regional management/ownership of the tourism industry, the formation of a 'Tourism Alliance'.

The aim of the Tourism Alliance is to establish a representative body of the tourism industry in Lithgow that will work alongside Lithgow Tourism to further the vast potential that exists in all areas of tourism in the Lithgow destination.

Expressions of interest from representatives of the different sectors of the tourism industry to be involved in the 'Tourism Alliance' were sought and an initial meeting held. It is anticipated that the Tourism Alliance will engage tourism experts, with local tourism organisation management experience, to undertake the planning for a new local tourism organisation. In time, it is anticipated the "experts" will work with the Tourism Alliance to:

- 1. Determine the local tourism organisation model and management structure;
- 2. Determine the sustainable funding for the organisation;
- 3. Prepare a marketing plan, business plan and corporate sponsorship proposals;
- 4. Prepare the membership prospectus and cooperative marketing calendar;
- 5. Prepare the timetable to transition the lead role in marketing from Lithgow City Council's Tourism Unit to the local tourism organisation;
- 6. Prepare the Executive Officer and/or other staff position descriptions;
- 7. Coordinate the appointment of the Board and the Executive Officer.
- 8. The purpose of the local tourism organisation should be to take a lead role in destination marketing and be the "voice" of the industry. Critical to the establishment of a local tourism organisation is its sustainability, as traditionally local tourism organisations are primarily funded by local industry and local government/s.
- 9. It was also noted when the Tourism Bureau report was adopted by the Economic Development Committee that: "There are some provisos, such as budget, that will need to be considered in due course."
- 10. As such the Economic Development Committee is advised that the development of a Lithgow Local Tourism Organisation will potentially present funding and budget requirements/issues once the "division of responsibility" delivery model is reached with the Tourism Industry leading destination marketing and promotion.

Policy Implications

Nil

Financial Implications

- Budget approved N/A
- Cost centre N/A
- Expended to date N/A
- Future potential impact This will be a likely future consideration.

Legal Implications

Nil

Attachments

Nil

Recommendation

THAT the Economic Development Committee note the report on the assembly of the Lithgow Tourism Alliance and that the establishment of a Lithgow Local Tourism Organisation will pose future funding and budget considerations.

6.3. Lithgow Destination Movie Campaign 2018/2019

Summary

The purpose of this report is to advise the Economic Development Committee on progress to date on development of seven "Destination Lithgow" movies that will underpin a digital/online destination marketing campaign planned for early 2019.

Commentary

- 1. Progress to date:
- 2.4 actors chosen (two couples one for each day of shooting).
- 3. Male and female voiceover actors selected and voiceovers completed in studio.
- 4. Shooting of Lithgow Halloween 2018 completed.
- 5. Two days of drone shooting completed.
- 6. Digital/online specialist appointed.
- 7. Post production underway.
- 8. Scheduled launch to industry Thursday 28th March.

Policy Implications

Nil

Financial Implications

Destination Management Plan budget for the 2018/219 financial year is \$20,000.

- Budget approved N/A
- Cost centre N/A
- Expended to date N/A
- Future potential impact N/A

Legal Implications

Nil

Attachments

Nil

Recommendation

THAT the Economic Development Committee note the report and brief presentation on the progress to date on the Lithgow Destination movies development.

6.4. Lithgow Halloween 2018

Summary

The purpose of this report is to provide the Economic Development Committee with a review/debrief on Lithgow Halloween 2018.

Commentary

1. Attendance:

Number by hour and total detailed below. Note; this data was secured by use of people counters by security staff who did not cover all entry and exit points – and first count was at 4pm, not 3pm. So the numbers are indicative only. However, these statistics align with anecdotal feedback that numbers were the highest ever (2017 numbers secured via using behavioural analytics linked to cell phones estimated attendance for last year at 11,250). A free, non-gated 7 hour event means it is impossible to get an exact count on numbers. Allowing for entry at additional points and in the first hour points to numbers somewhere in the range of 10,000-12,000.

Time Taken 4pm Initial Count	Zone	Zone 2	Zone 3	Total 1359
5pm	893	398	2371	3662
6pm	390	475	1474	2339
7pm	164	310	91	565
8pm	228	81	433	742
9pm	53	8	513	574
TOTALS	1728	1272	4882	9,241

2. Survey Results Highlights:

Question 1: What is your postcode?

Local 40% Bathurst 15% Blue Mts 24%

Question 2: How did you find out about Lithgow Halloween? Family/Friends 30%

Social Media 26%

TV 10%

Question 3: Did you stay in Lithgow overnight?

Yes I live in the area 39%

Yes with Family 11%

No 47%

Question 4: Best thing about Lithgow Halloween?

Everything 27% Costumes 26% Atmosphere 17% Entertainment 16%

Question 5: What time did you arrive at the event?

3 - 4pm 36%

4 - 6pm 52%

Question 6: How did you travel to the event? Car 79%

Walk 14%

Question 7: What were the age groups in your group?

Family with school aged children 30%

Adults 25%

Family with children 21%

Teenage group 15%

Family with children and grandparents 9%

Question 8: How would you rate the event with 10 being the best?

10 30%

9 17%

8 34%

Question 9: What would you like to see more of?

More Markets 21%

Rides 24%

Trick or Treat 14%

More Music 13%

Street performers 10%

More seating 9%

Question 10: How safe did you feel at Lithgow Halloween?

Extremely Safe 49%

Very safe 42%

Question 11: Will you be back next year?

Yes 87%

Question 12: How likely are you to recommend Lithgow Halloween?

Extremely likely 56%

Very likely 36%

3. Website on the Day:

- 4,851 website users.
- 6,423 sessions.
- 18,160 page views.

Policy Implications

Nil

Financial Implications

- Budget approved \$120,000 total. \$80,000 directly by Council and \$40,000 in projected revenue –Sponsorships, Rides, Stall fees etc.
- Cost centre 600159
- Expended to date \$111,156

A late, but appreciated, contribution from the Minister for Tourism discretionary fund of \$5,000 and revenues from stall hirers and rides greatly contributed to the positive budget position. The revenue from rides is highly dependent on the weather.

Legal Implications

Nil

Attachments

Nil

Recommendation

THAT the Economic Development Committee note the report and presentation debriefing the Lithgow Halloween 2018 Festival.

6.5. Mount Blaxland Proposed Walking Trail

Summary

The purpose of this report is to advise the Economic Development Committee of a community submission that requests support to develop walking track access to Mount Blaxland.

It is recommended that Council:

- 1. Provides in principle support into the establishment of walking track access to Mt Blaxland
- 2. Note the proposed project requires further information on costs and liabilities before any further support can be contemplated.

Commentary

The following copy is a submission received from community members on the potential opportunity to establish walking trach access to Mount Blaxland.

Mt Blaxland

Mt Blaxland is one of the most iconic landmarks in the Hartley Valley. A walking track to enable access to Mt Blaxland would add to the array of outdoor recreational activities available for Lithgow visitors. It would appeal to those interested in the history of European settlement and exploration and holds potential to be promoted to a broad tourism audience as a short walk to an iconic site, equivalent to or even more important than Mt York.

Mt Blaxland was named Mt Blaxland by George Evans in November 1813, to commemorate its significance as the end point of BLW's crossing. The Mount bears three monuments acknowledging its significance. The mountain is accommodated within a crown reserve of some 50 hectares abutting the Cox's River on its northern side but otherwise surrounded by privately owned freehold land.

Proposed Track/Route

Along the south bank of the Cox's River from the McKanes Falls bridge to reach the western boundary of the reserve. Then turn south and an ascent of 120 metres to the ridge at the back of the mountain from which the summit can be accessed via an old vehicle track. In all the track length would be just over four kilometres.

The track would be a walking track only. Appropriate signage would indicate the route to be taken and provide warnings on the need to travel on the track only, to respect adjacent private property and would ban camping and fires within the reserve. Such signage would also alert walkers to the rare eucalypt community within the reserve.

Negotiating Access

The walking track requires the cooperation and support of the landowner as the title concerned goes to the centre of the river. Also both Council and Crown Lands would need to enter into the easement agreement and to indemnify the landowner against damages that might arise from walkers using the track. Early conversations with Crown Lands, and the presentation of an easement agreement example, have returned a favourable response.

Historically, this landowner has resisted approaches seeking to access the Mt Blaxland reserve via the farm road used to access their property. Such refusal was probably based on the loss of privacy that would occur with vehicles being allowed to access the reserve in that way. This is an alternative proposal that has walkers more than a kilometre from the homestead and out of sight behind a wooded ridge walking along the river bank on the very perimeter of the property. Furthermore the track would be beyond the property's boundary fence that runs parallel to the river some 20 -50 metres back from the river bank, preventing stock from accessing and possibly crossing the river.

Council Support Request

Council adopt a resolution to support the investigation of walking track access to Mt Blaxland as outlined, and also to assist in approaching the landowner to discuss the proposed project.

Whilst the proposed walking track has merit in potentially added to the tourism offerings in the Lithgow destination further information and assessment needs to be made on potential costs and liabilities relating to a proposed easement agreement which is a matter involving a private property owner.

Policy Implications

Nil

Financial Implications

- Budget approved N/A
- Cost centre N/A
- Expended to date N/A
- Future potential impact N/A

Legal Implications

Nil

Attachments

Nil

Recommendation

THAT the Economic Development Committee provides 'in principle' support into the establishment of walking track access to Mt Blaxland noting the proposed project requires further information on costs and liabilities before any further support can be contemplated.

6.6. Development of 5 Industry Clusters/Networks to advance Economic Development Outcomes

Summary

The purpose of this report is to seek endorsement from the Economic Development Committee for the establishment of five industry clusters/networks that will work collaboratively with Economic Development staff on economic growth opportunities for the region.

It is recommended that Council endorses the assembly of 5 industry clusters/networks:

- 1. Lithgow Home Based Business Network.
- 2. Lithgow Tourism Alliance.
- 3. Lithgow Smart Cities and Communities Network.
- 4. Lithgow Young Professionals Network.
- 5. Lithgow Workforce Capability Cluster.

Commentary

The Lithgow Regional Economic Development Strategy 2018-2022 has two priority actions that have been developed to activate local leadership and foster an environment of collaboration to achieve economic development outcomes in the region.

- 1. Foster networking, collaboration and partnerships, between public and private institutions and the broader community to realise economic growth opportunities for the region.
- 2. Establish business alliances that are engaged with and support broader decision making, and foster and lead collaborative outcomes.

Assembly of industry clusters/networks will enable the delivery of such priority actions.

The establishment of five community business clusters is proposed:

- 1. Lithgow Home Based Business Network.
- 2. Lithgow Tourism Alliance.
- 3. Lithgow Smart Cities and Communities Network.
- 4. Lithgow Young Professionals Network.
- 5. Lithgow Workforce Capability Cluster.

Industry Clusters Terms of Reference:



LITHGOW CITY COUNCIL Lithgow Industry Clusters/Networks

Terms of Reference

Industry Clusters/Networks:

- 1. Lithgow Home Based Business Network.
- 2. Lithgow Tourism Alliance.
- 3. Lithgow Smart Cities and Communities Network.
- 4. Lithgow Young Professionals Network.
- 5. Lithgow Workforce Capability Cluster.

Establishment

This Industry Clusters are assembled and guided by the Senior Economic Development and Destination Manager via delegation from the General Manager through the Director of Economic Development and Environment.

Delegations

The Industry Clusters have no delegations from the Council and no member of the Clusters has authority to speak on behalf of Lithgow Council.

Financial Arrangements

The Industry Clusters have no power to commit nor expend any Council funds.

Term of the Clusters

The Industry Clusters shall operate as required from the date of establishment, primarily driven by project or programs in-development/developed. The Industry Clusters continuation and currency will be reviewed on an annual basis.

Industry Clusters Responsibilities

The principal responsibilities of the Industry Clusters are to:

- 1. Foster networking, collaboration and partnerships, between public and private institutions and the broader community to realise economic growth opportunities for the region.
- 2. Establish business alliances that are engaged with and support broader decision making, and foster and lead collaborative outcomes.
- 3. Identify and guide the implementation of business support programs that will have practical and beneficial impacts on local businesses.

- 4. Develop a Lithgow Smart City Strategy Road Map and create a portfolio of actionable Smart City projects.
- 5. Garner corporate sponsorship and support for leadership capacity building and other economic development initiatives in the region.
- 6. Establish an employer network to link stakeholders for joint human resources recruitment, training and development.

Industry Clusters Membership/Appointment

All members of the Clusters will be appointed via an expression of interest process, and then on a flexible, as-required basis.

Industry Clusters Member Responsibilities

- Observation and compliance with Council's Code of Conduct.
- Observation and compliance with Council's OHS system objectives and instructions.

Executive Support

Council Economic Development, Events and Tourism Division will provide executive support for the life of the Industry Clusters:

- be responsible for preparing the agenda and minutes of Industry Cluster meetings;
- be responsible for preparing a report to the Economic Development Committee containing the minutes; and, providing staff comment on the recommendations made by the Committee to the Council; and
- · provide to the Industry Clusters the outcome and resolutions of the Council

Minutes and Reports to Council

- Minutes of Industry Cluster meetings will be kept of all meetings and will be reported to the Economic Development Committee.
- The Minutes of the Economic Development Committee meeting will be submitted to the next ordinary meeting of Council.

Policy Implications

Nil

Financial Implications

- Budget approved N/A
- Cost centre N/A
- Expended to date N/A
- Future potential impact N/A

Legal Implications

Nil

Attachments

Nil

Recommendation

THAT Council endorses the assembly of 5 industry clusters/networks:

- 1. Lithgow Home Based Business Network.
- 2. Lithgow Tourism Alliance.
- 3. Lithgow Smart Cities and Communities Network.
- 4. Lithgow Young Professionals Network.
- 5. Lithgow Workforce Capability Cluster.

6.7. Presentation by Decline in Retail Working Party

Summary

To receive a presentation from the Working Party established to research the decline in Retail.

Commentary

The principal responsibilities of the Decline in Retail Working party were to:

- 1. Research and advise the Economic Development Committee as to global and local pressures causing a decline in retail activity in international retail and regional and metropolitan retail industries in Australia.
- 2. Identify any strategic responses from Australian Retail Industry Associations or Metropolitan and/or Regional Chambers of Commerce.
- 3. Comment on actions taken by local Lithgow business in response to the negative pressures identified with a view to assisting in outlining a local retail strategy for their use.

The Working Party have now completed their work and wish to present to the Economic Development Committee. It is now in order to receive those presentations. The report from the working party is attached.

Policy Implications

Nil

Financial Implications

- Budget approved N/A
- Cost centre N/A
- Expended to date N/A
- Future potential impact N/A

Legal Implications

Nil

Attachments

- 1. Retail Working Party Attachment [5.7.1]
- 2. Final Report of the Retail Working Party [5.7.2]

Recommendation

THAT

- 1. The Economic Development Committee thank the members of the Decline in Retail Working Party for their work and also their presentations, and
- 2. The report be noted and be further considered at the next meeting of the Economic Development Committee.

6.8. Progress Update on Lithgow REDS

Summary

The Economic Development Committee receive a presentation from the Senior Economic Development and Destination Manager on progress against the REDS for the first 8 months of 2018/2019.

Commentary

The development of the Lithgow REDS was undertaken to identify new opportunities for employment and economic growth in the Lithgow region.

Six strategic elements underpin the REDS:

- 1. Activate and cultivate a community of **economic development leadership**.
- 2. Create **labour force capability** in line with future business needs.
- 3. Prioritise lifestyle infrastructure and local place-making.
- 4. Foster a collaborative and vibrant community led by a diverse and inclusive culture.
- 5. Develop tourism and marketing opportunities.
- 6. Drive local business capability and inward business investment.

The REDS:

- Provides context and directions for local economic development across the Lithgow Local Government Area,
- Is an important part of Council's decision making framework and will have regard to other key policy documents, and
- Establishes a whole of Council approach to the delivery of services which advance local economic development.

The Senior Economic Development and Destination Manager will provide a brief presentation on progress against the REDS for the first 8 months of 2018/2019.

Policy Implications

Nil

Financial Implications

- · Budget approved -
- · Cost centre -
- Expended to date -
- Future potential impact -

Cost Centre/Description	Budget approved	Expended YTD
600086 LithGlow	50,000	1,000
600137 Christmas in the Park	3,750	3,429
600147 Christmas	11,250	13,186
Decorations		
600159 Halloween 2018	120,000	111,156
600155 VIC Car Park	25,000	0
600105 Implementation of the	20,000	0
DMP		
600100 Events Attraction	11,250	5,000
Package		

400147 Lake Wall	ace Plan of	46,000	15,045
Management			
700035 Street	Facades	10,000	0
Program			
700045	REDS	60,000	15,183
Implementation			
600084 VIC Interio	or	10,000	6,271

Legal Implications

Nil

Attachments

Nil

Recommendation

THAT the Economic Development Committee note the presentation on progress against the Lithgow REDS for the first 8 months of 2018/2019.

6.9. Invitation to Small Business Commissioner

Summary

To advise of the status of an invitation to the NSW Small Business Commissioner to attend a meeting of the Economic Development Committee.

Commentary

Councillors may recall this matter whereby an invitation was issued to the NSW Small Business Commissioner to attend the March meeting of the Economic Development Committee. Unfortunately, the Commissioner could not attend on this day but has indicated that she would be happy to attend the September meeting of the Economic Development Committee. However, due to travel arrangements the Commissioner could only attend at 11am. It is suggested that the offer to attend on the day be accepted and that members of the Economic Development Committee that are available for an informal meeting with the Small Business Commissioner attend in line with their own availability.

Policy Implications

Nil

Financial Implications

- Budget approved N/A
- Cost centre N/A
- Expended to date N/A
- Future potential impact N/A

Legal Implications

Nil

Attachments

Nil

Recommendation

THAT the NSW Small Business Commissioner be invited to attend Council on 2 September 2019 to informally meet with members of the Economic Development Committee.

6.10. Invitation to Local Chambers and Business Associations

Summary

To receive presentations from Executive members of the Lithgow and District Chamber of Commerce, Portland Business Association and Wallerawang Lidsdale Progress Association.

Commentary

Council has resolved to issue an invitation to the Lithgow and District Chamber of Commerce, Portland Business Association and Wallerawang Lidsdale Progress Association to attend the meeting of 4 March 2019 and give an overview of some of their programs and activities.

At the time of writing this report it was not sure if all the respective organisations would be able to attend the meeting on 4 March but if so, an offer should be extended to attend a future meeting of the Economic Development Committee.

It is anticipated that the presentations from each organisation should be short and informal taking approximately 10 minutes each.

Policy Implications

Nil

Financial Implications

- Budget approved N/A
- Cost centre N/A
- Expended to date N/A
- Future potential impact N/A

Legal Implications

Nil

Attachments

Nil

Recommendation

THAT the presentations from the Lithgow and District Chamber of Commerce, Portland Business Association and Wallerawang Lidsdale Progress Association be received with thanks.

		Economic Development Committee 4 March 2019
7.	General Business	

DECLINE IN RETAIL - WORKING PARTY.







EDC Updates Nov - 2018

International Picture

Most **pervasive change** in retail world-wide is the role of internet retailing in the realms of online shopping, digital marketing, and consumer decision tools.

Global Retail **E-commerce sales \$1.3 Trillion USD** in 2014 and are expected to grow to \$4.5 Trillion in 2021

Digital marketing platforms including social media, search engines, and review sites have **revolutionized advertising**.

People trust "consumer opinions posted online" more than ads on TV, radio, billboards, and papers.

The information available through social media, search engines, and review sites is more available than ever as the **use of smartphones** continues to rise



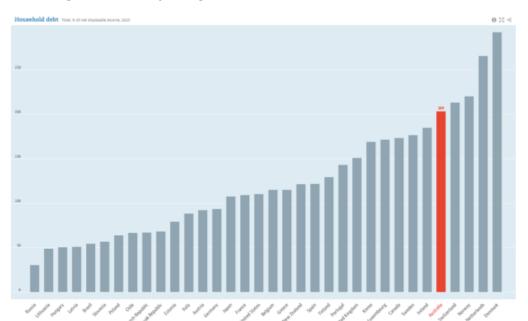


EDC Updates
Nov - 2018

National Picture

Australian disposable income is not significantly higher than nations with economies performing similarly or even more poorly.

Australia has a significantly higher rate of household debt.





EDC Updates Nov - 2018

Regional & Local Picture

Lithgow is well-positioned as a potential retail destination for the large populous of the greater Sydney region

Lithgow is in direct competition with neighboring towns for retail draw, including Bathurst, Orange, Katoomba, and Blackheath.

Customer service has been identified as a potential problem in the Lithgow retail sector.

Lithgow's own population may not be enough to sustain the development and growth of its retail sector.





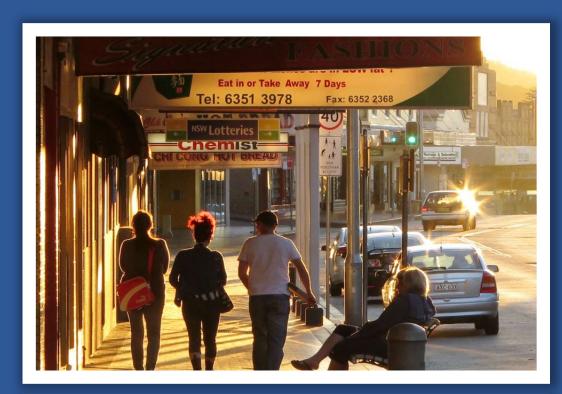
EDC Updates Nov - 2018

Recommendations

- 1. Retailers must develop a greater awareness of digital advertising techniques. Some advertising tools such as Facebook Ads use algorithms to target the individual's specifics and develop a personal market profile in place of mass advertising.
- 2. Retailers must develop a greater **knowledge of 'influencers'** in a particular market. Influencers result in people buying what they buy and doing what they do.
- **3. Organizing coaching resources** on how to compile, monitor and respond to reviews and interact with customers regarding feedback on websites such as Yelp, TripAdvisor, and other online guides.
- 4. Organize a **seminar/educational series around online presence** to raise awareness around why it's important.
- 5. Retailers should develop an **ongoing measurement tool** to monitor customer service feedback/levels.



Report of the Retail Working Party





Barry Kavanagh

Katie Churchill

Final – 24 October 2018

Executive Summary

The world of retail has changed dramatically in recent years, affecting small businesses and main streets perhaps the most. The Retail Working Party researched the reasons behind these changes and their effects on international, national, and regional retail realms. The party discussed cases of towns that have had similar histories to Lithgow and explored their methods for re-building retail in their communities. Finally, based on the group's finding, the party compiled a list of recommendations for Lithgow retailers to consider in order to be successful in the changing retail sector. The Retail Working Party has focused its recommendations around embracing the digital economy as this is critical for retailers to stay relevant and prosper.

Forces at Play

International

The most pervasive change in retail world-wide is the role of internet retailing in the realms of online shopping, digital marketing, and consumer decision tools.

Global Retail E-commerce sales were \$1.3 Trillion USD in 2014 and are expected to grow to \$4.5 Trillion USD in 2021, nearly tripling in under ten years (source: Shopify Global E-Commerce Statistics).

A global trend in e-commerce is that purchasers are highly likely to consider and make a purchase from an overseas online retailer. This adds competition for local retailers that they had not previously dealt with. Conversely, retailers today need to ensure they appeal to the overseas market in order to capitalize on international customers.

Digital marketing platforms including social media, search engines, and review sites have revolutionized advertising. Consumers are now targeted specifically based on their online activities and interests. Social media helps people connect with others who have similar interests and retail preferences, while companies that sponsor ads gain access to vast pools of targeted customers.

Consumers are using the digital platform to find and connect with businesses large and small. This includes a businesses' own website, review sites, and social media pages. According to a Nielsen study reported by Yelp and Search Engine Land 74% of shoppers searching for a local business use consumer review sites at least once a month. The study also reported that in the Asia-Pacific region people trust "consumer opinions posted online" more than ads on TV, radio, billboards, and newspaper/magazines. Only editorial content such as newspaper articles, branded websites, and recommendations from people the consumers know ranked higher.

	ASIA- PACIFIC	EUROPE	AFRICA/ MIDDLE EAST	LATIN AMERICA	NORTH AMERICA
RECOMMENDATIONS FROM PEOPLE I KNOW	85%	78%	85%	88%	82%
BRANDED WEBSITES	78%	54%	76%	75%	61%
EDITORIAL CONTENT, SUCH AS NEWSPAPER ARTICLES	71%	52%	71%	74%	63%
CONSUMER OPINIONS POSTED ONLINE	70%	60%	71%	63%	66%
ADS ON TV	68%	45%	70%	72%	63%
BRAND SPONSORSHIPS	67%	43%	73%	70%	57%
ADS IN NEWSPAPERS	63%	44%	69%	72%	65%
ADS IN MAGAZINES	62%	43%	65%	70%	62%
BILLBOARDS AND OTHER OUTDOOR ADVERTISING	60%	40%	64%	63%	57%
EMAILS I SIGNED UP FOR	60%	41%	59%	65%	64%
TV PROGRAM PRODUCT PLACEMENTS	60%	35%	64%	64%	53%
ADS BEFORE MOVIES	59%	38%	57%	62%	56%
ADS ON RADIO	54%	41%	62%	68%	60%
ONLINE VIDEO ADS	53%	33%	55%	52%	47%
ADS ON MOBILE DEVICES	50%	26%	49%	48%	39%
ADS ON SOCIAL NETWORKS	50%	32%	57%	54%	42%
ADS SERVED IN SEARCH ENGINE RESULTS	50%	36%	52%	58%	49%
ONLINE BANNER ADS	48%	27%	49%	46%	41%
TEXT ADS ON MOBILE PHONES	42%	22%	41%	39%	37%

Source: Nielsen Global Trust in Advertising Survey (2015)

Consumers were more likely to connect with local businesses after visits to ratings and review sites (65%) than social media (61%) and search engines (59%) (Burke Local Media Tracking Study).

The information available through social media, search engines, and review sites is more available than ever as the use of smartphones continues to rise. The difference in age demographics related to smartphone usage can be a challenge for retailers who are trying to target consumers across all ages. According to a Google Consumer Barometer Survey 40% of millenials research their purchases on smartphones, more than twice as many consumers aged 35 and over. The Australian Communications and Media Authority reports that 54% of Australians aged 25-34 and 46% of

Australians aged 18-24 use mobile phones exclusively as their phones, as opposed to only 9% of those aged 65 and older.

18-24 25-34 35 - 4445-54 Age range 55-64 65+ Capital cities Regional areas Location Shared household Boarder Live alone Single parent With parents **Current living** arrangements Partner and no children Other Partner and children

Figure 6: Demographics of mobile-only phone users, December 2014

Source: Australian Communications and Media Authority, 2014

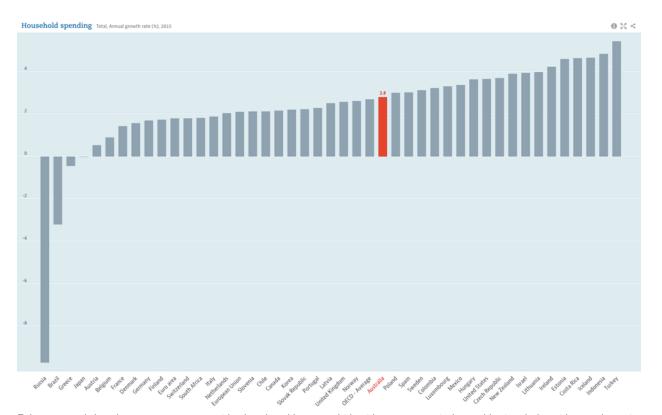
National

There are a few key indicators of the reasons behind spending habits across Australian households. While the Australian economy continues healthy growth the level of household spending and disposable income is not significantly higher than nations with economies performing similarly or even more poorly than Australia.

Household Spending % Annual Growth Rate 2015

United States	3.6%
Australia	2.8%
United Kingdom	2.6%
Canada	2.2%
European Union	2.1%

Source: Organisation for Economic Cooperation and Development (OECD)

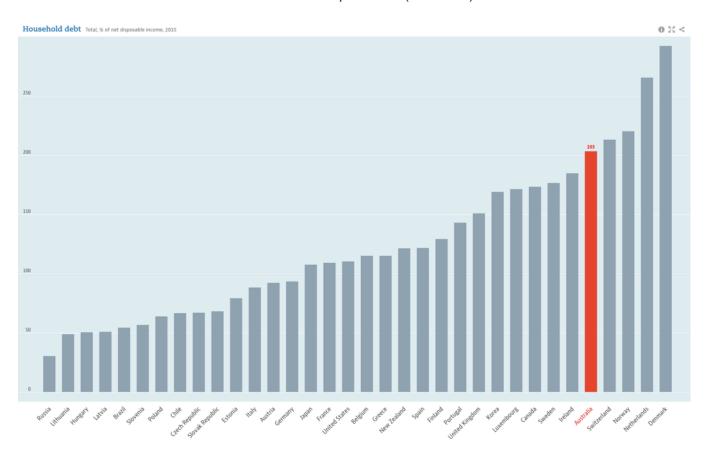


Disposable income growth is in line with the countries listed in the chart above. However, Australia has a significantly higher rate of household debt. This means that the overall level of disposable income among households is more restricted than households of other nations.

Household Debt as % of Net Disposable Income 2015

Australia	203%
Canada	173%
United Kingdom	151%
Canada	110%

Source: Organisation for Economic Cooperation and Development (OECD)



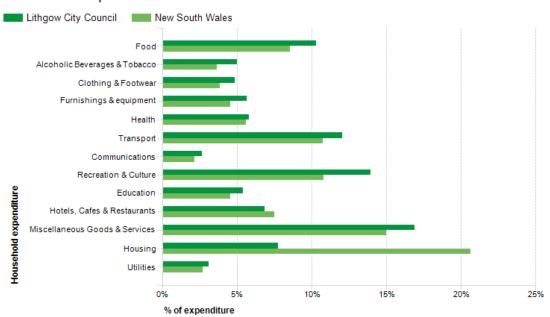
Regional and Local

Lithgow is well-positioned as a potential retail destination for the large populous of the greater Sydney region. Lithgow is accessible to public transport via the train system and is at the crossroads of the two main driving routes over the Blue Mountains. However, Lithgow is geographically more distant from Sydney than other Blue Mountains towns and has the added disadvantage of infrequent train service. Lithgow is in direct competition with neighboring towns for retail draw, including Bathurst, Orange, Katoomba, and Blackheath, among others. When compared to these other towns Lithgow has the potential disadvantage of a smaller retail sector and/or farther distance from Sydney, in addition to a smaller tourism draw.

Customer service has been identified as a potential problem in the Lithgow retail sector. There are perceptions around negative customer service experience in Lithgow. This is a potential drawback to attracting new customers, especially in service and experience based shops. Further more, Lithgow retailers have limited hours during the week and weekend, which reduces the potential business in town.

Lithgow's own population may not be enough to sustain the development and growth of its retail section for a few reasons. First, unemployment rates in Lithgow were significantly higher than the NSW and national average from 2012 through 2016. As of March 2018 the unemployment rate had dropped back in line with the Australian average, around 5.4% (source: Lithgow City Council)

Household expenditure 2016/17

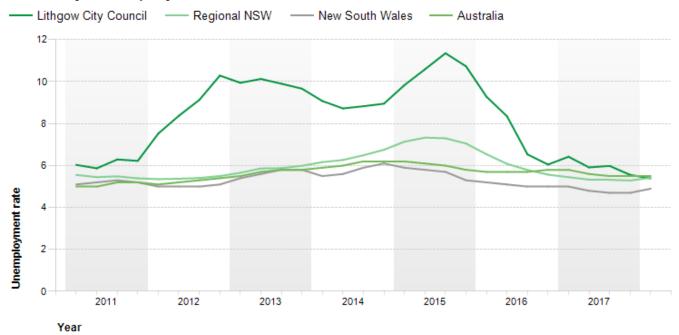


Source: National Institute of Economic and Industry Research (NIEIR) ©2016 Compiled and presented in economy.id by .id the population experts



Lithgow's household expenditure in 2015/2016 was also higher than the NSW average in every category except housing. While this may be an indicator that locals are spending more money in Lithgow than if they lived elsewhere, it may also mean that their disposable income is lower due to a higher cost of living.

Quarterly unemployment rate



Source: Australian Bureau of Statistics, Labour force survey, catalogue number 6202.0, and Department of Employment, Small Area Labour Markets, June 2017. Compiled and presented in economy.id by .id the population experts.

Case Studies and Solutions

There are many examples of cities with industrial cores that have transformed in response to changes in economics and shifts in industry trends. Each city had the same general formula for reinventing itself and changing declines in population and retail to steady growth and innovation. Property Council of Australia cites the "four key ingredients for successful innovation ecosystems: a government that makes the first move, strategic anchor tenants, integrated infrastructure plans and engagement with the local community". Wollongong, NSW has recently gone through a manufacturing bust and has reinvented itself, attracting families who cannot afford or want to live in Sydney. The healthcare, education, and IT sectors are growing with an estimate that three-quarters of job growth in the next 20 years will be in white collar positions (Property Council of Australia¹).

Similarly, Newcastle NSW has recently endeavored large-scale development projects as it turns a new leaf after a decline in industry. Projects include better rail and transport connections, the introduction of a cruise ship port, and a \$750M investment for Hunter Street Mall (The Urban Developer). Newcastle's leadership and community are leveraging its assets such as location to draw people to the city and bring in new opportunities for growth.

Retailers have a better growth rate with digital presence, which helps a business increase its competitive advantage, builds trust and authority (i.e. differentiates its level of service), and generates new business by reaching more customers. A study of 500 Australian small businesses reported that those with a digital presence demonstrate a 20% increase in annual revenue over businesses that did not have a digital presence (Crucial²). The same study reported that up to 35% of small to medium businesses in Australia lack a digital presence. Common reasons for the lack of digital presence includes the "fear of the web" and fear of failure, in addition to a lack of professional guidance and web-awareness.

⁻

https://www.propertycouncil.com.au/Web/Content/News/National/2017/Reinvention_in_the_century_of_the_city.aspx

² https://www.crucial.com.au/blog/2014/09/23/an-incredible-35-of-australian-small-businesses-are-offline/

Recommendations

It is critical for retailers to embrace the digital economy and to understand the ways they can leverage a digital presence to grow their business. The Retail Working Party makes the following recommendations for Lithgow retailers based on our research and collaboration:

- · Lithgow businesses (all businesses) need to be aware that a great deal of research is done by customers online via phones, computers, and tablets prior to purchase.
- · Retailers must develop a greater awareness of digital advertising techniques. Some advertising tools such as Facebook Ads use algorithms to target the individual's specifics and develop a personal market profile in place of mass advertising.
- Retailers must develop a greater knowledge of 'influencers' (e.g. Royals, Kardashians) in a particular market. Influencers result in people buying what they buy and doing what they do. Influencers include not only individuals but also renowned authorities for a certain topic such as blogs, companies, and website directories/magazines. Example: Lithgow State Mine Heritage Park listed on "WedShed", a website directory for wedding venues as seen in Appendix B³
- · Organizing coaching resources on how to compile, monitor and respond to reviews and interact with customers regarding feedback on websites such as Yelp, TripAdvisor, and other online guides.
- Organize a Seminar / educational series around online presence to raise awareness around why it's important. An initial seminar would educate retailers on the importance of online presence, whether they realize they have a presence or not they are searchable and often already have feedback posted online by customers. Further seminars would guide retailers through the steps for establishing a controlled online presence and how to build a brand with their customers and attract more customers through their online presence.
- · Retailers should develop an ongoing measurement tool to monitor customer service feedback/levels. Retailers should put in place a simple feedback mechanism for their customer base.

https://www.wedshed.com.au/wedding_venues/lithgow-state-mine-heritage-park-nsw/

Appendix A — List of Lithgow Shops
The shops in Lithgow are catalogued below based on their offer of physical goods versus services or experiences.

South side Main street		Experience or Product
Empty	1	
5 Premises	2	
Bianca Villa	3	PRODUCT
Empty	4	
Natural Health Spot	5	EXPREIENCE
Emerald Lanteen	6	PRODUCT
Antique old wares	7	PRODUCT
Wellness and Yoga Body Mind and soul	8	EXPERIENCE
Taxation and Bookkeeping	9	PRODUCT
Mobility Aide	10	PRODUCT
Coffee Gifts	11	PRODUCT
Hairdresses	12	EXPERIENCE
John Joseph Solicitors	13	PRODUCT
News, Lotto	14	PRODUCT
Natural	15	EXPERIENCE
Empty	16	
Lithgow Prime Meats	17	PRODUCT
Empty	18	
Community Corrections Lithgow Justice	19	PRODUCT
Main Dry Cleaner	20	PRODUCT
Door	21	
Game on	22	EXPERIENCE
Old Dennis sea food	23	PRODUCT
Fresh Flowers	24	PRODUCT
Lithgow Technology Service	25	PRODUCT
Natural by Nature	26	EXPERIENCE
Lithgow Palace Chinese Restaurant	27	PRODUCT
Dennis Sea Food	28	PRODUCT
Coffee/Barber	29	EXPERIENCE
Papadinos Pizzerina	30	PRODUCT
Optometrist	31	PRODUCT
Grand Hotel	32	EXPERIENCE
ANZ Bank	33	PRODUCT
Lithgow Locksmith	34	PRODUCT
Bathurst Podiatry	35	EXPERIENCE
Stitchings Clothes	36	PRODUCT
Blackrock Café	37	EXPERIENCE
The Old Exchange	38	EXPERIENCE

Barratt and Smith	39	EXPERIENCE
EVA Jewellery	40	PRODUCT
Guang Zhou Restaurant	41	PRODUCT
H&R Block	42	PRODUCT
Intimate Dreams	43	PRODUCT
Bouquest Florist	44	PRODUCT
Absolute Dance	45	EXPERIENCE
Topend Hair Studio	46	EXPERIENCE
Simdra Pet and Hobby	47	PRODUCT
Salvation Army	48	PRODUCT
Lithgow Mercury	49	EXPERIENCE
Dougherty Pharmacy	50	PRODUCT
Metro Café	51	EXPERIENCE
Trinity Beauty	52	EXPERIENCE
Family Community services	53	PRODUCT
Silhouette Beauty Saloon	54	EXPERIENCE
Australian post	55	PRODUCT
Free Choice Tobacconist	56	PRODUCT
Empty	57	
Rock star Clothes	58	PRODUCT
Empty	59	
Hair and Beauty Saloon	60	EXPERIENCE
Anglicare Store	61	PRODUCT
Signature Fashion	62	PRODUCT
Tina's Restaurant	63	PRODUCT
Lithgow Revitalisation site office	64	
Logan Signs	65	PRODUCT
Lansdown Hotel	66	EXPERIENCE
News, Lotto	67	PRODUCT
Hopes Pharmacy	68	PRODUCT
Chi Cong Bakery	69	PRODUCT
Smart Dollar	70	PRODUCT
Lithgow Takeaway	71	PRODUCT
Tatt's Hotel	72	EXPERIENCE
Lithgow Smiles Orthodonist	73	PRODUCT
Library	74	EXPERIENCE
Professionals Realestate	75	PRODUCT
High Street Music	76	PRODUCT
Message train Computer Education	77	PRODUCT
Print and Frame	78	PRODUCT
EVE Clothes	79	PRODUCT
R&K Workwear	80	PRODUCT

Harvey Norman	81	PRODUCT
Telstra	82	PRODUCT
R&W Realestate	83	PRODUCT
BV Kitchens	84	PRODUCT
Hearts for Animals	85	PRODUCT
Auley Accountancy	86	PRODUCT
Vinnes	87	PRODUCT
Empty	88	
L J Hooker	89	PRODUCT
Treasure Gifts/Wollemi Barkery	90	PRODUCT
BWS	91	PRODUCT
Super Cheap	92	PRODUCT
Lithgow Bike Shop	93	PRODUCT
Lithgow laser Clinic	94	PRODUCT
Tyre Power	95	PRODUCT
Lithgow fire	96	PRODUCT
Vet	97	PRODUCT
Lithgow City Holden	98	PRODUCT
Lean & bennett Toyota	99	PRODUCT
Lithgow Plumbing and Heating	100	PRODUCT
Empty	101	
Blue Fox Restaurant	102	EXPERIENCE
Ray White Realestate	103	PRODUCT
Pic Mi Realestate	104	PRODUCT
Radio Station 107.9	105	
Bunnings	106	PRODUCT
TLE Electrical Wholesales	107	PRODUCT
MidTown Fuel	108	PRODUCT
Great Dane Power Equipment	109	PRODUCT
News, Lotto	110	PRODUCT
Empty	111	
Red Rooster	112	PRODUCT
North Side Main Street		
McDonalds	113	PRODUCT
Thirfty Car Rentals	114	PRODUCT
Theatre Royal	115	EXPERIENCE
Gang Gallery	116	EXPERIENCE
Noi's Restaurant	117	PRODUCT
Commercial Hotel	118	EXPERIENCE
Blue Sky Restaurant	119	PRODUCT
Domino's	120	PRODUCT
King Tobacconist	121	PRODUCT

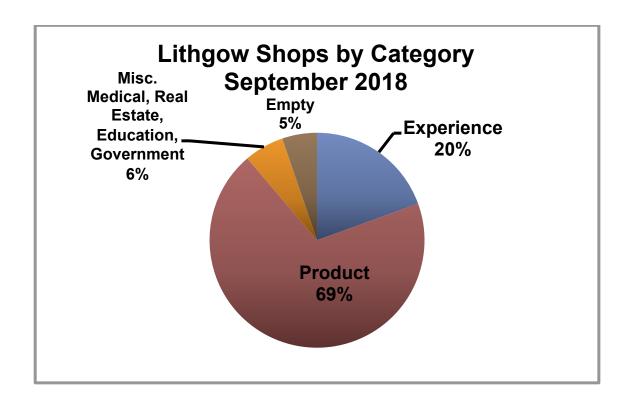
Empty	122	
Onelia's Place Restaurant	123	PRODUCT
Electronic Repairs	124	PRODUCT
D & R Bric Brac	125	PRODUCT
Clever Clippers	126	EXPERIENCE
Kirinari Community Services	127	
Lithgow Dental	128	PRODUCT
Empty	128	
Podiatry	129	PRODUCT
Empty	130	
Subway	131	PRODUCT
Dimmey's	132	PRODUCT
NAB Bank	133	PRODUCT
Empty	134	
Family First Credit Union	135	PRODUCT
Graces Hair Boutique	136	EXPERIENCE
Westpac Bank	137	PRODUCT
CommonWealth Bank	138	PRODUCT
?????	139	
Ochre Medical	140	PRODUCT
St George Bank	141	PRODUCT
Pizza Hut	142	PRODUCT
Lithgow Hotel	143	EXPERIENCE
OutBack Café	144	PRODUCT
Audio clinic	145	PRODUCT
Reliance Bank	146	PRODUCT
Eye Q Optometrist	147	PRODUCT
West Fund	148	PRODUCT
Blue Bird	149	PRODUCT
Lithgow gift	150	PRODUCT
GIO Insurance	151	PRODUCT
Le Fevere Solicitors	152	PRODUCT
Hello World Travel	153	PRODUCT
Empty	154	
Crowe Horwath Accountants	155	PRODUCT
Cartridge World	156	PRODUCT
Uniting Care	157	PRODUCT
Empty	158	
Janine's Hair	159	EXPERIENCE
Curtains and Fabrics	160	PRODUCT
Little Ninja's Karate	161	EXPERIENCE
Verto Employment	162	PRODUCT

Nail N More	163	EXPERIENCE
Alana Wooland Craft	164	PRODUCT
Hair Bar Saloon	165	EXPERIENCE
Chinese massage	166	EXPERIENCE
National Hearing Care	167	PRODUCT
Empty	168	
Bill's Bakery	169	PRODUCT
Denture Clinic	170	PRODUCT
Ezgence Hair and Beauty	171	EXPERIENCE
Empty	172	
Barber Hairdresser	173	EXPERIENCE
Empty	174	
56 main ??	175	
Pho 68 Vietnamese Restaurant	176	PRODUCT
Corner Chiropractice/ Barry Cosier	177	EXPERIENCE
Hometown Restaurant	178	PRODUCT
Higgins Solicitors	179	PRODUCT
Lithgow Community Housing	180	PRODUCT
Aftercare emotional wellbeing	181	EXPERIENCE
Lithgow Laundry	182	PRODUCT
Central West Information Technology	183	PRODUCT
Hairdresser	184	EXPERIENCE
Vanilla Restaurant	184	PRODUCT
Kip McGrath Educational Centre	185	PRODUCT
Vivability	186	
Antiques	187	PRODUCT
Lithgow Community Projects	188	
?????	189	
Kumon Education	190	
24 ?????	191	
Massage on Main	192	EXPERIENCE
Thia Massage	193	EXPERIENCE
Cinema	194	EXPERIENCE
Musket Parade		
O'Briens Windscreens		PRODUCT
Lithgow Street		
Brakepro Auto Spares		PRODUCT
Club Lithgow		EXPERIENCE
Ferro Street		
Ferro Street Bakery		PRODUCT
Glass (Windscreens)		PRODUCT
Vet		PRODUCT

Eskbank Street	
Joe Inzitari Electrical Contractor	PRODUCT
Sureway Employment	PRODUCT
Eskbank Surgery	PRODUCT
Empty	
Diamond Hair Saloon	EXPERIENCE
Sirens Hair Studio	EXPERIENCE
Readers Heaven Books	PRODUCT
Planing and Environment	
Mort Street North side	
Woolworths	PRODUCT
Glenray Employment	
Carpet One	PRODUCT
Centre Link	
Coffee on Mort	PRODUCT
OCTEC Employment	
Mort Street South side	
Lithgow Physiotherapy	PRODUCT
Tableland Sport and Spinal	PRODUCT
C & W Printing	PRODUCT
King's Auto parts	PRODUCT
Hick's Auto	PRODUCT
Lithgow Free Range Meats	PRODUCT
Tank Street	
Workies Club	EXPERIENCE
Bridge Street	
Lithgow Bearings and Industrial Supplies	PRODUCT
Salude Tin Shed	EXPERIENCE
Union Theatre	EXPERIENCE
Western University	
Chifley Road	
Ivan's Carpets	PRODUCT
Tradelink Plumb Hot water	PRODUCT
R & K Gas Supplies	PRODUCT
D & J Ford Car Sales	PRODUCT
KIA Car sales	PRODUCT
Lithgow tyre service Kumho Tyre	PRODUCT
Railway Parade	
Lithgow Furniture and Bedding	PRODUCT
King's Chinese Restaurant	PRODUCT
Lithgow Valley medical Practice	PRODUCT
Waratah Dental	PRODUCT

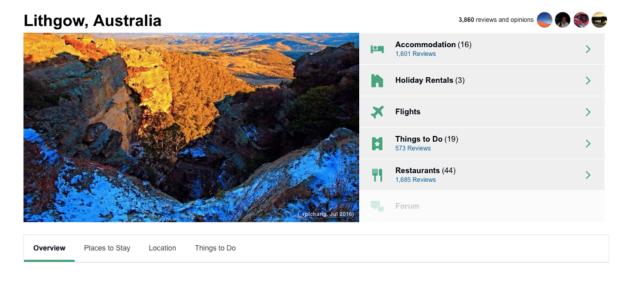
Physiotherapy	PRODUCT
Plaza Valley drive	
Repco	PRODUCT
Thompson Bolts and Bearings	PRODUCT
Pacific Furniture and Bedding	PRODUCT
Prestige Boxing	EXPERIENCE
Aldi	PRODUCT
Valley Plaza	
ISPA Kebab	PRODUCT
Empty	
Aussie Super pet	PRODUCT
Miller's Fashion Club	PRODUCT
Empty	
William's Shoes	PRODUCT
Kteen	PRODUCT
Just Jeans	PRODUCT
Empty	
Tag Tobacco Station	PRODUCT
Empty	
Golden Sunshine Bakery	PRODUCT
Empty	
Empty	
Subway	PRODUCT
Rockmans clothes	PRODUCT
NRMA	PRODUCT
India Restaurant	PRODUCT
Empty	
Services NSW	PRODUCT
Coles	PRODUCT
Sanity music CDs	PRODUCT
Empty	
Sunnyridge Butchers	PRODUCT
Tranquil Massage	EXPERIENCE
Lowes Clothes	PRODUCT
The Reject Shop	PRODUCT
EB Games	PRODUCT
Golden Horse sushi	PRODUCT
Donut King/Royal Beans Coffee	PRODUCT
Empty	
Goldmark jewellers	PRODUCT
Empty	
Neonails Nails and pedicure	EXPERIENCE

Sports Power	PRODUCT
Target	PRODUCT
Michelle's	PRODUCT
Prouds Jewellers	PRODUCT
Bliss Hair Creations	EXPERIENCE
Blooms Pharmacy	PRODUCT



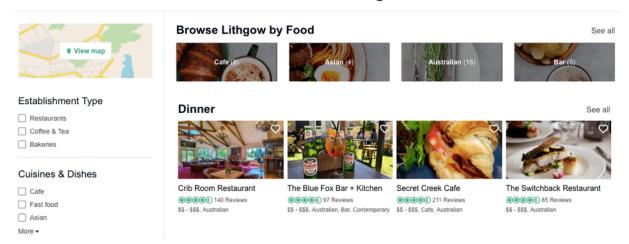
Appendix B - Snapshot of Lithgow Retail Online Presence

Trip Advisor Overview



Trip Advisor Restaurant Overview



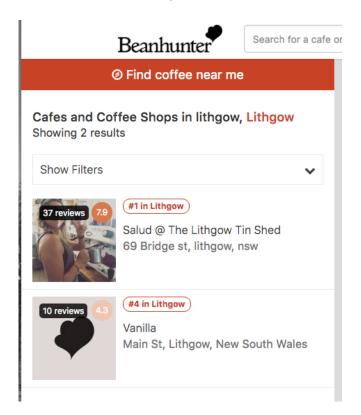


Influencer Examples

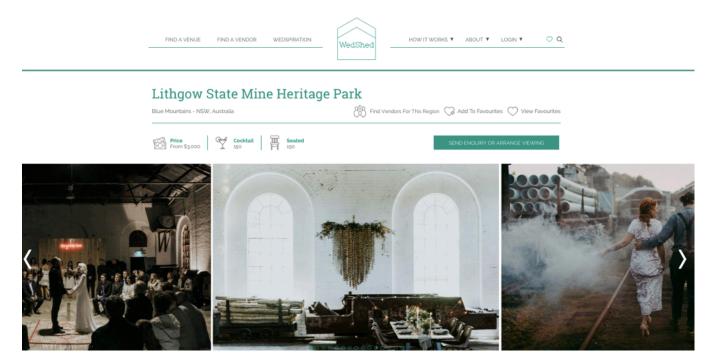
Prime Minister Scott Morisson "If that's true, Elvis is cutting hair in Lithgow...
" The comments yielded some online articles and local hair shop posted:



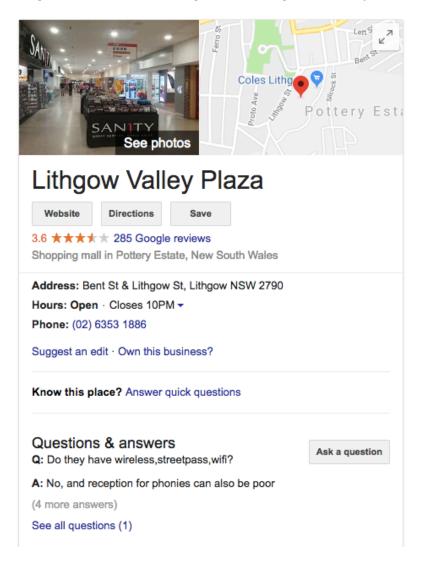
Bean Hunter directory for cafes:



Blue Mountain Wedding Venues in Lithgow via WedShed Online Directory



Google Information Page for Lithgow Valley Plaza



Google Reviews for Lithgow Valley Plaza

Lithgow Valley Plaza Bent St & Lithgow St, Lithgow NSW



3.6 ★★★★★ 285 reviews

Sort by: Most relevant -



M&D Bressington

5 reviews

★★★★★ 2 days ago

For shopping, Coles a small number of smaller shops. Not a big varity. Not many checkouts open at Coles it took a long time to get out of there.





Local Guide · 59 reviews · 79 photos

★★★★★ a month ago

This centre has the basics-Target, Coles, Reject Shop, Prouds, Sanity, Butcher etc. It is conveniently located near the main street of Lithgow and only a few kilometres away from most accommodation. There is lots of parking. However, the centre is very average and is in need of an upgrade. There are many vacant shops and more variety is needed.

