



Digital Utility

Digital Meters: Mass Roll Out (MRO) Deployment Plan

30/06/2024

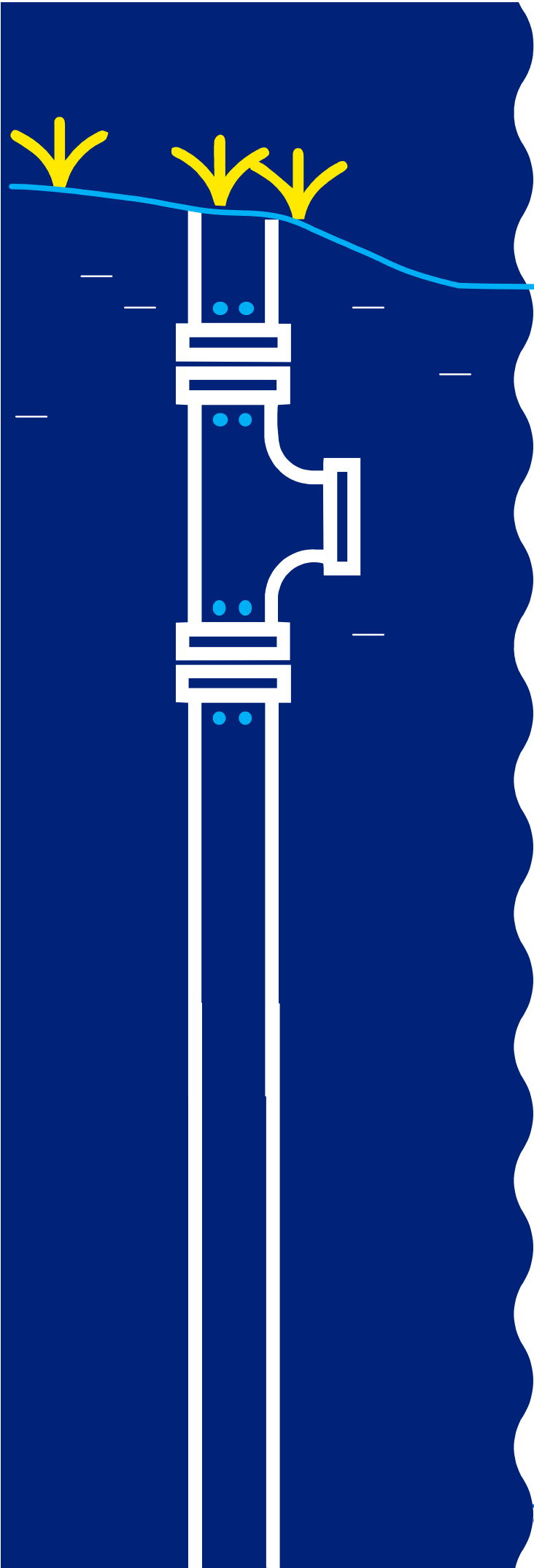


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Background

Background

Early trials of digital meters began at South East Water in 2010, with the most recent Build and Scale phase increasing our total digital fleet up to 100,000. A Build and Scale Project Implementation Review (PIR) was completed to help inform Mass Roll Out (MRO) of the complexities that could be faced. Using the PIR as a starting point, various business stakeholders were engaged in late 2023 to contribute to the planning of the roll out.

Objective

The key objective of the MRO is to successfully exchange 99% of South East Water's fleet of mechanical water meters (20mm to 40mm) to digital meters, as part of the business-wide transition to a Digital Utility.

Scope

1. Digital Meters with Sotto sensors
2. Digital Meters with Pressure sensors
3. Exchange of 20mm – 40mm mechanical meters to digital meters.
4. Exchange of Potable Water Meters
5. Exchange of Recycled Water Meters
6. Exchange of main meters in logical networks
7. Exchange of Trade Waste meters
8. Deployment of meters with Sotto sensors as Main Meters
9. Deployment of meters with pressure sensors as Main Meters, for maximum effectiveness
10. Deployment of meters with no sensors as Check Meters

Out of Scope

1. Implementation of Data loggers on 50mm and above meters. These will be deployed as part of a separate initiative.
2. Exchange of private meters



Planning for Deployment 2024 – 2029

Deployment Plan

The intention of this document is to share with the business a detailed view of the roll out plans for the upcoming financial year (FY25), with the remaining years viewed in annual volumes. The detail below will include volumes and suburbs by quarter as well as other asset and customer metrics. There is also some detail on potential issues we may face in each location.

The design of this document is point-in-time and to give the business a view of the likely rollout plan, with the understanding that things will change. Therefore, some information in this document will be re-cut every quarter and be distributed to the business via the MRO Governance process.

MRO Rollout Strategy

The development of the Deployment Plan has been informed by the strategic thinking in the MRO Rollout Strategy document ([MRO Deployment Strategy](#)). The business was engaged to share their views on priority areas for deployment, and this resulted in 6 top priorities for MRO:

- ☐ Customer side leaks
- ☐ Network Leaks
- ☐ Meter Reading savings
- ☐ Customer Behaviour Change
- ☐ Business learning: data for planning
- ☐ Enhance Customer Service/Offering

These priorities closely align to the Digital Metering Business Case, as seen in the table below:

	Business case benefit		Theme from Business Feedback
#1	Customer side leaks (44%)	#1	Leaks/leaky areas
#2	Network leaks (NRW) (26%)	#1	Leaks/leaky areas
#3	Meter reading savings (14%)	#4	Meter reading savings
#4	Customer behaviour change (7%)	#5	High Usage (Behaviour Change)
		#2	Business Learning: data for planning purposes
		#3	Enhance Customer Service/Offering

We have used business and other data to help develop the priorities into weighted criteria, to then apply to the pre-defined installation routes. Applying the criteria this way will allow the installation to naturally follow the meter reading route, ensuring the most efficient installation process whilst ensuring minimal disruption to the analogue meter reading schedule and billing process. Therefore, our guiding principles for the MRO are as follows:

- ☐ A benefits driven deployment across the entire network
- ☐ Locations to be determined by the priorities, ensuring we don't close out full meter reading routes (this will incur penalties)

- ☐ Ensuring we close out individual Book-Walks (within a meter reading route), as this is most efficient and ensures billing is not disrupted.
- ☐ We will install all meter types and all customer segments as it aligns to the Top 6 priorities, no meter size or customer type will be held back.

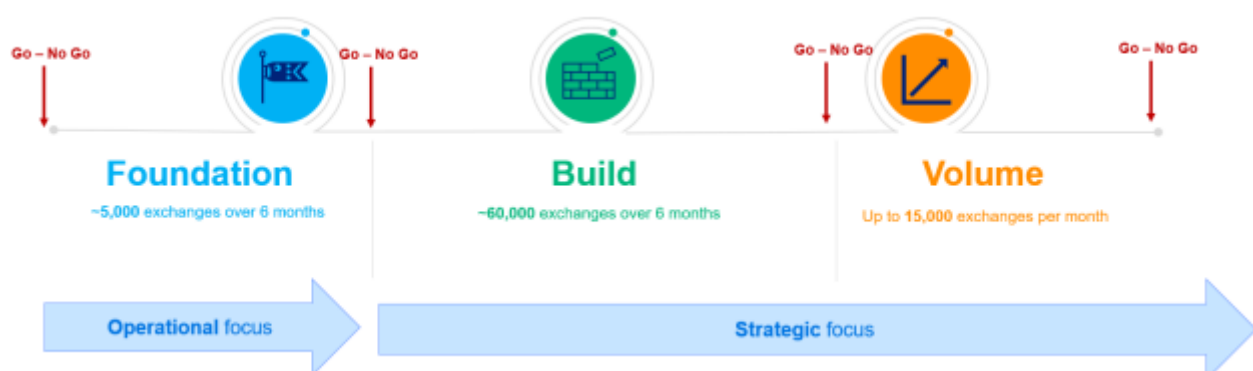
This approach also ensures the business is not overwhelmed by many issues at once as could be the case if we rolled out suburb-by-suburb. Some suburbs naturally have many issues that could stretch resources, i.e. high debt plus extensive works etc.

As we plan deployment, we will need to pivot from the guiding principles based on some key considerations:

- ☐ System requirements and readiness
- ☐ Network coverage
- ☐ Meter supply
- ☐ Customer issues
- ☐ Operational issues

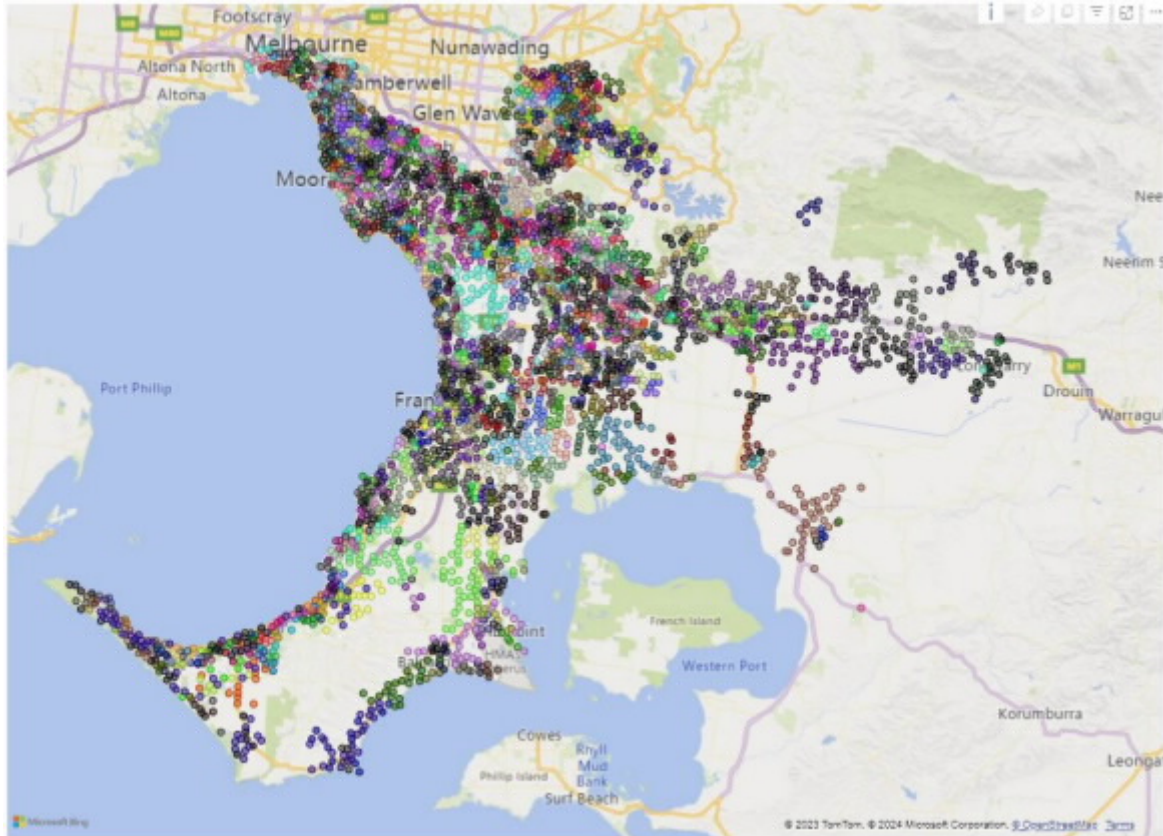
These key considerations have been developed into a series of mini-projects ([Side Projects - Status](#)) that will be reviewed as the advanced planning file is developed each quarter, with decisions taken to DULT at regular intervals.

Given these complexities, and the nature of this business transformation, MRO will also be a 3-phase approach, as outlined below.



Book and Walk structure

The Book and Walk structure is what guides our existing meter reading route, and this same structure will be utilised to complete MRO exchanges. A book is an area larger than a suburb that contains many walks. A walk is a route a meter reader will take to manually read the meters. There are 24 books and 1,655 walks. Each book and walk can vary in size. The shortest walk has 1 meter to read and the largest has 1,835 (Cranbourne 53/1381). The below map demonstrates the breadth of the book and walks in our service region.



A map view of each 'book' can be found here: [MRO Districts - 08-04-2024](#)

The following table lists all the Books in our region. To see suburbs within each book, please refer to [Appendix 4](#).

Book Number	Book Name	Book Number	Book Name	Book Number	Book Name
2	FLINDERS	31	BULN BULN	59	SHERBROOK
3	HASTINGS	32	KORUMBURRA	62	PAKENHAM
4	MORNINGTON	36	SANDRINGHAM	65	MELBOURNE
8	STH MELBOURNE	46	MORDIALLOC		
9	PORT MELBOURNE	47	DANDENONG		
10	ST KILDA	50	CHELSEA		
11	PRAHRAN	51	FRANKSTON		
20	BRIGHTON	52	SPRINGVALE		
22	CAULFIELD	53	CRANBOURNE		
26	MOORABBIN	54	BERWICK		
27	OAKLEIGH	56	KNOX		

Overall volumes per year

According to MRO priorities, the following table outlines the volumes of meters, by phase within each Book.

Count of Meters (<50 mm) by Book and MRO Phase

Book	Foundation Phase – Q1 FY25	Foundation Phase – Q2 FY25	Build Phase - Q3 FY25	Build Phase - Q4 FY25	Volume Phase - Q1 FY26	Volume Phase - Q2 FY26	Volume Phase - Q3 FY26	Volume Phase - Q4 FY26	Volume Phase - FY27	Volume Phase - FY28	Volume Phase - FY29	Volume Phase - FY30	Total
02 - FLINDERS	1	31		11,416	3,685	5,292	2,901	2,930	11,556	486	708	6	39,012
03 - HASTINGS		15		828	1,060		796	530	10,694	4,076		1	18,000
04 - MORNINGTON	3	973	10,113	7,186	2,716	4,629						3	25,623
08 - STH MELBOURNE		546	1,946				4		1,290	7,119	5,252	12,111	28,268
09 - PORT MELBOURNE	35	232	172			39	1		740	1,437	2,489	10	5,155
10 - ST KILDA		17	118							4,024	19,044	1,600	24,803
11 - PRAHRAN		19	973							9,694	14,256	1,503	26,445
20 - BRIGHTON		425		328	6,317	3,847	4,694	1,249	1,592	5			18,457
22 - CAULFIELD		35	48	1,539	3,183	5,469	5,712	1,411	10,492	3,138	3,415	6	34,448
26 - MOORABBIN		49	63			1,372	7,540	11,771	24,470	8,306	1,544	19	55,134
27 - OAKLEIGH		15					2,432	4,881	5,018	9,161	4,446	24	25,977
31 - BULN BULN								17			92	1	110
36 - SANDRINGHAM		15	35				2,236		3,148	8,727	3,976	122	18,259
46 - MORDIALLOC		11	2,534	3,342	1,836	2,697	2,516	3,226		686	93	1	16,942
47 - DANDENONG		566							1,969	18,815	1,488	15	22,853
50 - CHELSEA	89	15			4,265	3,008	1,570	687	6,932		64		16,630
51 - FRANKSTON	4	485	151	524	4,818	3,422	1,967	4,651	18,624	3,442	812	13	38,913
52 - SPRINGVALE	180	550		1	1,312	1,809	697		17,215	22,900	7,501	7	52,172
53 - CRANBOURNE		150						192	11,838	46,111	79,034	12	137,337
54 - BERWICK	286	31							32,677	20,302	10,597	1	63,894
56 - KNOX		284	84	1,427	13,306	13,170	10,919	10,459	9,059	3,590	251	6	62,555
59 - SHERBROOK		5		1,440	2,446	364	125	269	27				4,676
62 - PAKENHAM		22					817	3,036	12,269	8,716	24,273	5	49,138
65 - MELBOURNE		1									1,551	584	2,136
Total	598	4,492	16,237	28,031	44,944	45,118	44,927	45,309	179,610	180,735	180,886	16,050	786,937

This high-level view aligns to the ESC submission targets we committed to during PS5, seen in the table below.

Submission Targets	FY24	FY25	FY26	FY27	FY28
Target Volume (%)	17%	34%	51%	68%	85%
Forecast Volume (%)	11%	19%	41%	63%	85%
Actual Volume	63,000	181,000	181,000	181,000	145,000

Foundation Phase

The Foundation Phase will target a spread of exchanges to ensure verification of systems and processes between all parties, with consideration of operational and supply constraints. Starting in July 2024, this phase will target 600 installs by the end of September and a further 4,400 between September and December 2024. The below table outlines the areas of focus for Foundation phase and the Map below represents the spread of properties targeted. Please note, the suburbs listed means the roll out is landing in that area, but not necessarily completing that suburb in its entirety.

The aim of this phase is to test:

- Systems/processes across all internal and external impacted stakeholders,
- Shake out with Field Service Provider,
- Commence building meter inventory, and
- Integrate as many Early Adopter customers as possible.

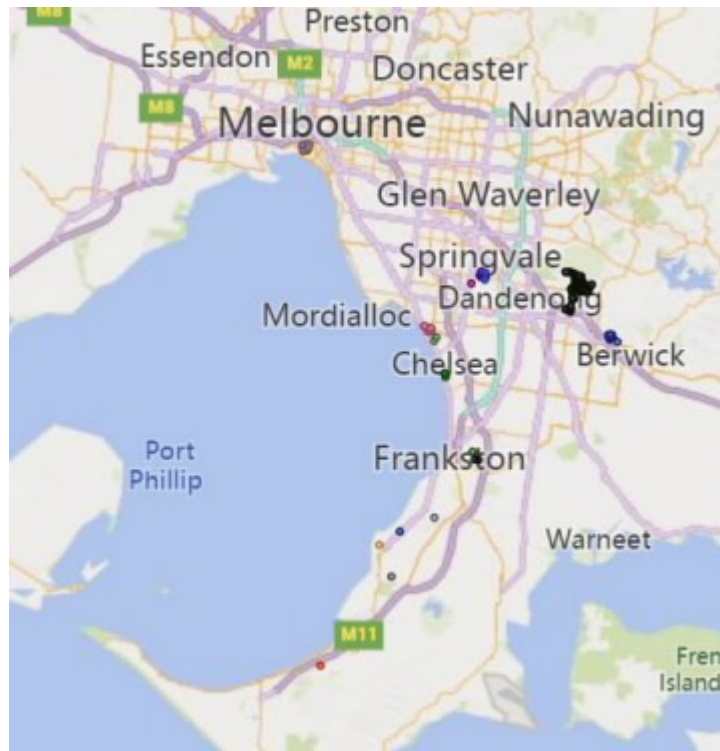
Given these aims, a few things must be considered:

- Building meter supply across all sizes and types means some locations are selected based on a 'fit for purpose' criteria, for example basic meters are best suited to locations where a check meter is currently installed.
- Early adopters are spread across our entire network, and the most optimum time to exchange these customers is in the Foundation phase whilst we still have some flexibility not to complete entire book/walks.
- Testing challenging exchanges at low volumes is important, and areas with access issues, extensive works, signal strength challenges as well as higher proportions of hardship customers will be prioritised.

Quarter 1, FY25

This quarter will include only:

- 20mm basic meters, and
- Potable meter exchanges.

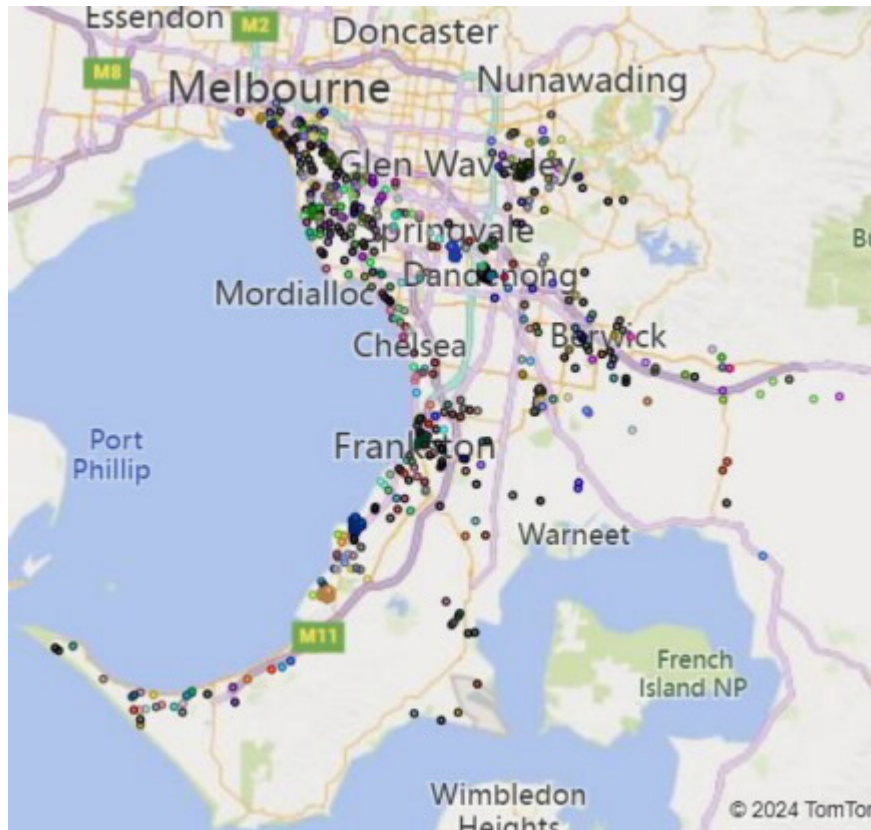


Suburbs	Vol.	Res	Bus.	H'ship	Opt out	EX	Reasoning & Potential Issues
BOOK 54: BERWICK Endeavour Hills Narre Warren North Hallam Berwick	286	278	8	YES	YES	NO	Currently limited digital meter coverage. Some Business Customers (20mm) included. 2 x Fire services meters. Signal strength issues in Narre Warren North .
BOOK 52: SPRINGVALE Noble Park	180	177	0	YES	NO	NO	Testing Hardship, Dialysis, and Culturally and Linguistically Diverse (CALD) customer communications .
BOOK 50: CHELSEA Aspendale Chelsea	89	85	4	NO	NO	YES	Spread across the network to avoid billing round. Some Business Customers (20mm) included. Signal strength issues in Aspendale. EX communication process being tested.
BOOK 09: PORT MELBOURNE Port Melbourne	35	24	11	NO	YES	NO	Testing an area of known extensive works . Some Business Customers (20mm) included. 2 x Fire services meters Signal strength in apartment tower .
MIXED	8	8	0	NO	NO	NO	Friendlylies for testing: appointment portal and some customer letters.

Quarter 2, FY25

This quarter will include only:

- 20mm meters.
- Basic meters, with limited vibration meters expected.
- Potable meter exchanges, with limited recycled meters expected.



Suburbs	Vol.	Res	Bus.	Pot	Rec.	H'ship	Opt out	EX	Reasoning & Potential Issues
BOOK 04: MORNINGTON Mornington Mt Eliza Mt Martha	973	963	10	973	0	YES	NO	NO	High usage, high leak. Early adopters (Mornington cliffside) Signal strength issues in Mornington. Some difficult access properties – possible holiday homes.
BOOK 47: DANDENONG Dandenong Dandenong North	566	550	16	566	0	YES	YES	YES	Testing CALD, Hardship and EX customer communications Possible extensive works Some early adopters (Res & Bus.)
BOOK 52: SPRINGVALE Springvale Noble Park North Noble Park Dingley Braeside Aspendale Gardens	550	544	6	550	0	YES	NO	YES	Testing CALD customer communications Possible extensive works Some early adopters (Res & Bus.)
BOOK 08: STH MELBOURNE Southbank Sth Melbourne Albert Park Middle Park	546	540	6	546	0	YES	NO	NO	Broken Temetra (check meters). High proportion of estimated bills. New customer comms to be tested (occupant letter) Signal strength issue in Southbank towers. Meters in pits. Possible extensive works.
BOOK 51: FRANKSTON Carrum Downs Seaford Frankston Frankston North Frankston South Mt Eliza	484	482	2	484	0	YES	YES	YES	Testing Hardship and EX customer communications Some early adopters (Res & Bus.)
BOOK 20: BRIGHTON Brighton East Brighton	425	405	20	425	0	YES	NO	YES	Testing access issues and appointment portal . Testing Hardship and EX customer communications Some early adopters (Res & Bus.)
BOOK 56: KNOX Bayswater Boronia Ferntree Gully Wantirna Wantirna Sth Scoresby Rowville Lysterfield Knoxfield	284	283	1	284	0	YES	NO	NO	Early adopters (Res & Bus.) Testing CALD and Hardship customer communications
BOOK 09: PORT MELBOURNE Port Melbourne	232	232	0	117	115	NO	NO	NO	Broken Temetra New customer comms to be tested (occupant letter) Signal strength could be an issue. First batch of recycled meters.

BOOK 53: CRANBOURNE Dandenong Sth Hampton Park Carrum Downs Clyde North Langwarrin Pearcedale Koo Wee Rup Lang Lang Devon Meadows Cranbourne Cranbourne East Lyndhurst Lynbrook Skye	150	131	19	140	10	YES	NO	YES	Testing CALD, Hardship and EX customer communications First batch of recycled meters – possible recycled ball valve issues.
MIXED	281	267	14	276	5	NA	NA	NA	Early adopters (Res & Bus.) Access issues (particularly small business) Extensive works – trees/gardens in Caulfield Access issues (Saturday work – to be aware of) Signal strength could be an issue. Some difficult access properties – possible holiday properties.

Build Phase

The Build Phase will focus on incorporating any learnings from the Foundation Phase as well as representing the beginning of the MRO priority areas for roll out. Starting in January 2025, this phase will target around 7,500 installs a month for 6 months. During this phase all meter sizes (DN20/25/32/40) and all meter types will be installed (Basic, Vibration and Pressure).

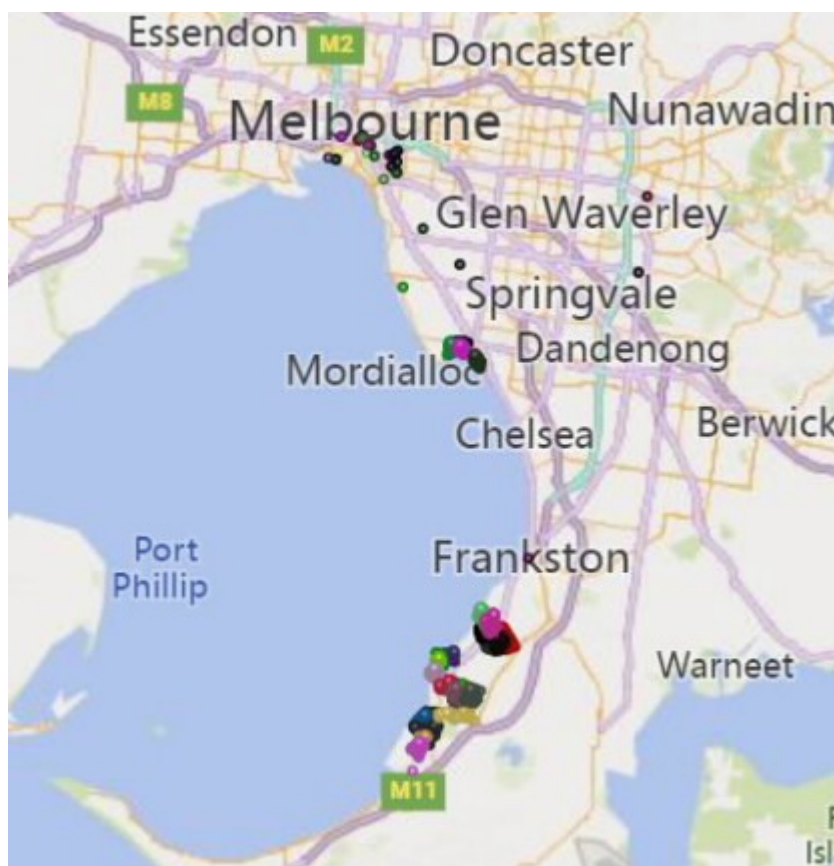
The aim of this phase is to:

- Increase exchange volumes,
- Test key metrics at this volume, and
- Achieve 3 months advancement on meter inventory.

The locations selected follow the MRO priorities from this phase forward, with the exception of:

- The remaining broken Temetra buildings rise to the top of the list if they haven't already been exchanged. At present, billing isn't accurate in these locations.
- Monthly billing customers are de-prioritised until the Billing Automation project is complete. At which time, they will fall back into regular priority order.
- Any properties in a '6000 walk' are removed from the advanced planning file, as this walk denotes the meter is 'missing.'

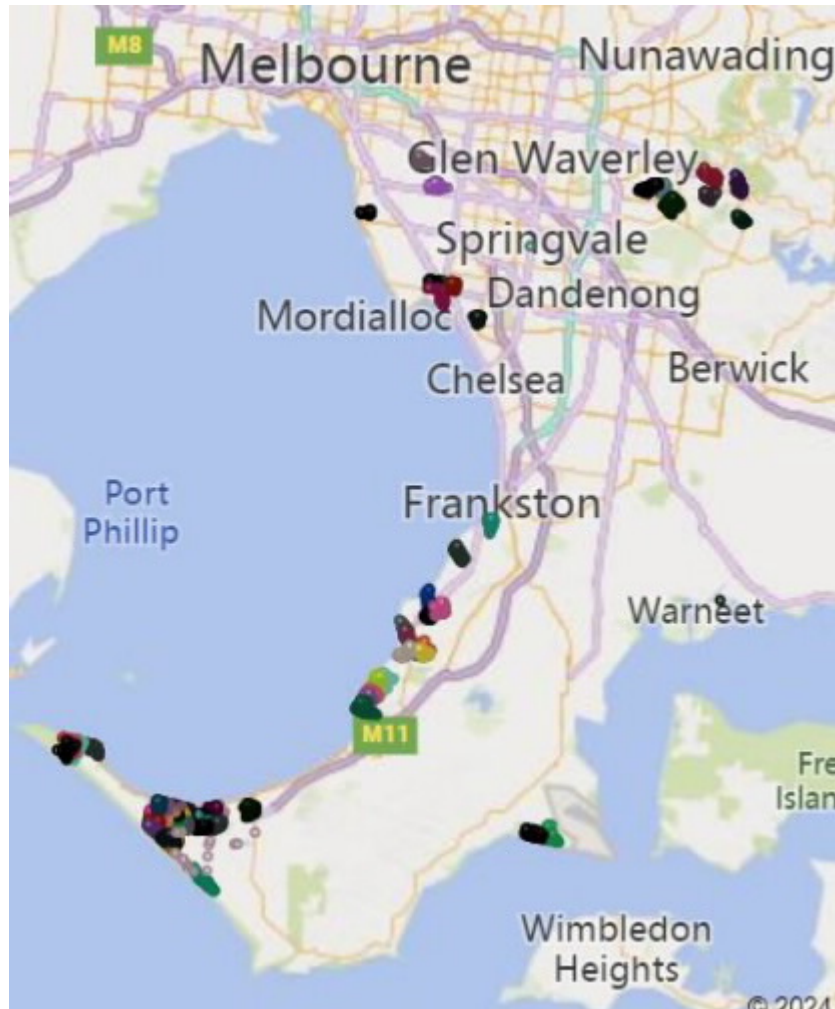
Quarter 3, FY25



Suburbs	Vol.	Res	Bus.	Pot	Rec.	Potential Issues
BOOK 04: MORNINGTON Mornington Mt Eliza Mt Martha	10,113	9,661	452	10,113	0	
BOOK 46: MORDIALLOC Beaumaris Mentone Parkdale	2,534	2,493	4 1	2,534	0	
BOOK 08: STH MELBOURNE Docklands Melbourne Sth Melbourne Southbank	1,946	1,933	13	1,946	0	
BOOK 11: PRAHRAN South Yarra Prahran	973	949	24	973	0	
BOOK 09: PORT MELBOURNE Port Melbourne	172	170	2	172	0	
BOOK 51: FRANKSTON Frankston	151	147	4	147	0	Quest Hotel Frankston - Temetra
BOOK 10: ST KILDA St Kilda	118	116	2	118	0	Apartment building – access issues
BOOK 56: KNOX Rowville Wantirna Sth	84	82	2	84	0	Fire services meter included
BOOK 26: MOORABBIN East Bentleigh	63	56	7	63	0	Apartment building – access issues
BOOK 22: CAULFIED Caulfield South	48	41	7	48	0	Apartment building – access issues
BOOK 36: SANDRINGHAM North Hampton	35	34	1	48	0	Apartment building – access issues

Service Type Meter Size	Potable Water	
	No. of Main Meters	No. of Check Meters
20MM	9,959	5,391
25MM	624	30
32MM	159	8
40MM	65	1

Quarter 4, FY25



Suburbs	Vol.	Res	Bus.	Pot	Rec.	Potential Issues
BOOK 02: FLINDERS Portsea Sorrento Rye Tootgarook Capel Sound Rosebud St Andrews Dromana Blind Bight	11,414	11,267	147	11,414	0	Signal strength could be an issue. Access issues due to empty holiday homes.
BOOK 04: MORNINGTON Mornington Mt Eliza Mt Martha	7,185	7,109	76	7,185	0	
BOOK 46: MORDIALLOC Mordialloc Mentone	3,341	3,153	188	3,341	0	

BOOK 22: CAULFIED Carnegie Murrumbeena Caulfield East	1,539	1,526	13	1,539	0	
BOOK 59: SHERBROOK Lysterfield Belgrave Belgrave Heights Ferntree Gully Upwey	1,440	1,390	50	1,440	0	Signal strength could be an issue OHS issues for exchangers – slippery conditions/black ice/poor visibility/no footpaths.
BOOK 56: KNOX Rowville Ferntree Gully	1,427	1,422	5	1,427	0	
BOOK 03: HASTINGS Somers	828	809	19	828	0	Signal strength could be an issue
BOOK 51: FRANKSTON Frankston Frankston South	524	523	1	524	0	
BOOK 20: BRIGHTON Brighton	328	325	3	328	0	Access issues
BOOK 52: SPRINGVALE Springvale	1	0	1	1	0	Median Strip

Service Type Meter Size	Potable Water	
	No. of Main Meters	No. of Check Meters
20MM	24,081	2,513
25MM	1,014	17
32MM	265	3
40MM	137	1

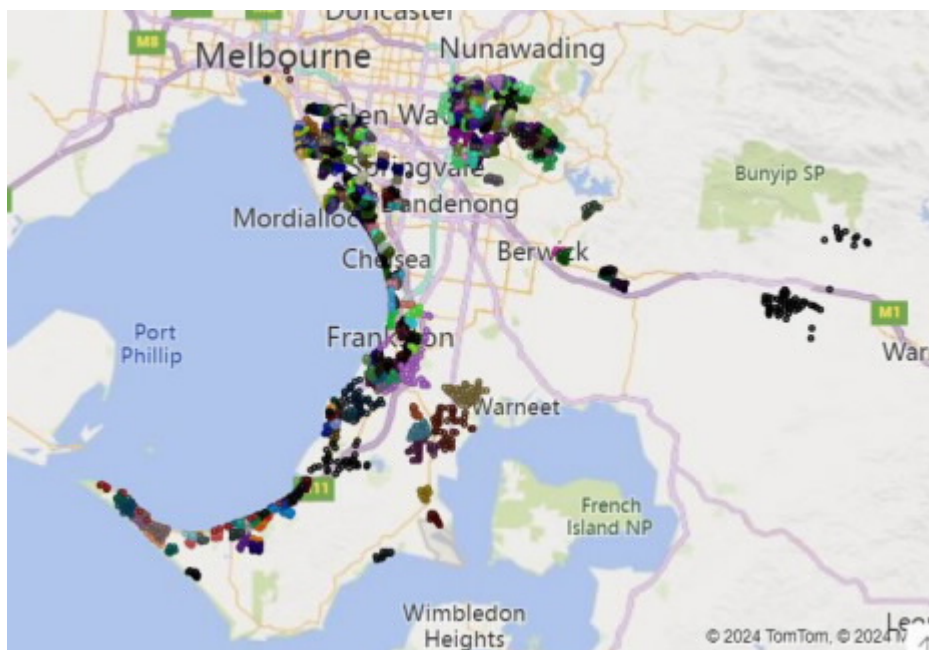
Volume Phase

Starting in July 2025, the volume phase will target around 15,000 installs a month for the 12-month period, with all meter sizes and types included. The aim of this phase is to:

- Increase exchange volume to text max daily install rate; and
- Embed daily volume.

An annual view is displayed below. The quarterly view is likely to change as we get closer this phase, so an updated deployment plan will be re-issued in advance.

FY26

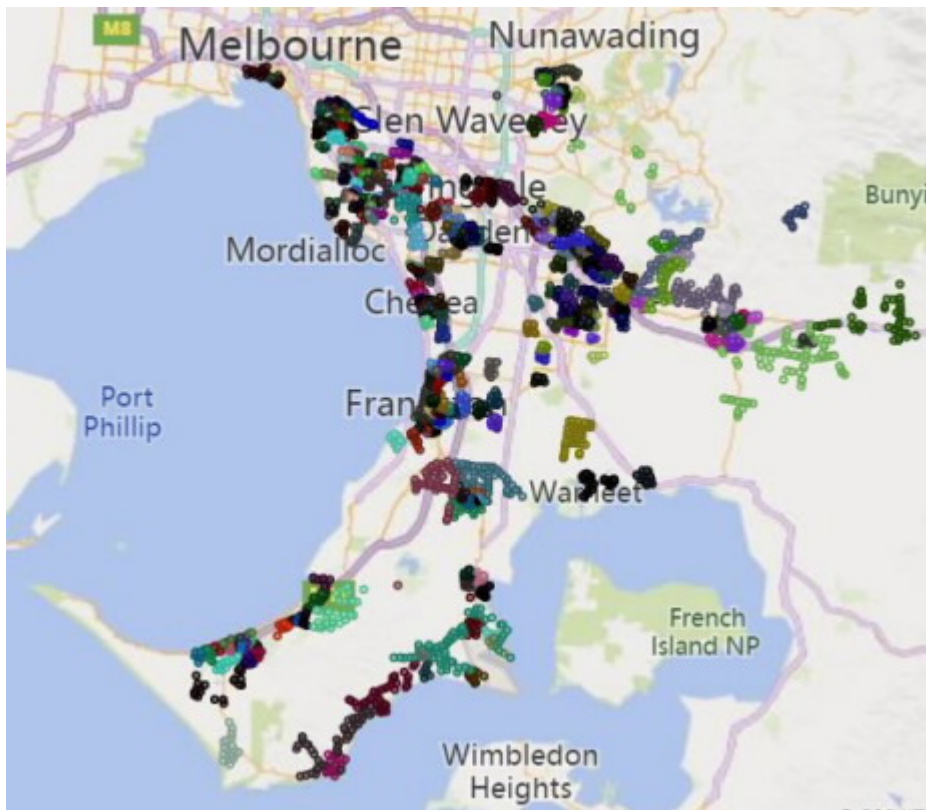


Service Type	Potable Water	
	Meter Size	No. of Check Meters
	No. of Main Meters	
20MM	124,377	39,461
25MM	11,003	273
32MM	3,651	59
40MM	1,488	29

Service Type	Recycled Water	
	Meter Size	No. of Check Meters
	No. of Main Meters	
20MM		
25MM		
32MM	1	
40MM	1	

Book Number	Book Name
2	FLINDERS
3	HASTINGS
4	MORNINGTON
8	STH MELBOURNE
9	PORT MELBOURNE
20	BRIGHTON
22	CAULFIELD
26	MOORABBIN
27	OAKLEIGH
31	BULN BULN
36	SANDRINGHAM
46	MORDIALLOC
50	CHELSEA
51	FRANKSTON
52	SPRINGVALE
53	CRANBOURNE
56	KNOX
59	SHERBROOK
62	PAKENHAM
65	MELBOURNE

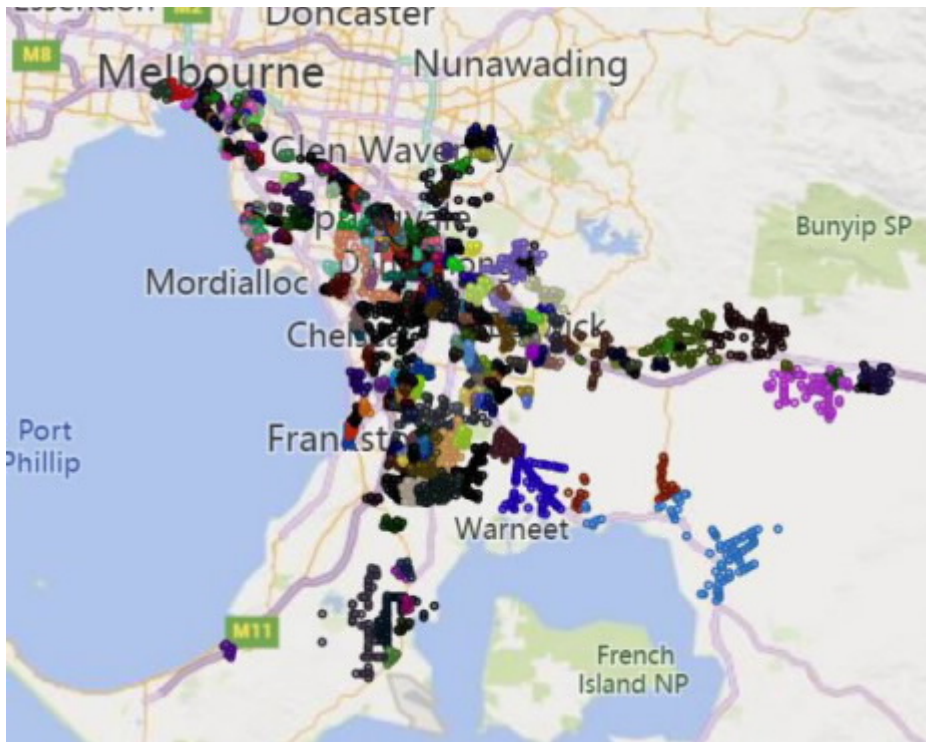
FY27



Book Number	Book Name
2	FLINDERS
3	HASTINGS
8	STH MELBOURNE
9	PORT MELBOURNE
20	BRIGHTON
22	CAULFIELD
26	MOORABBIN
27	OAKLEIGH
36	SANDRINGHAM
47	DANDENONG
50	CHELSEA
51	FRANKSTON
52	SPRINGVALE
53	CRANBOURNE
54	BERWICK
56	KNOX
59	SHERBROOK
62	PAKENHAM

Service Type Meter Size	Potable Water		Recycled Water	
	No. of Main Meters	No. of Check Meters	No. of Main Meters	No. of Check Meters
20MM	128,465	36,716	1,484	16
25MM	8,414	336	1	
32MM	2,808	83	4	
40MM	1,252	34	5	

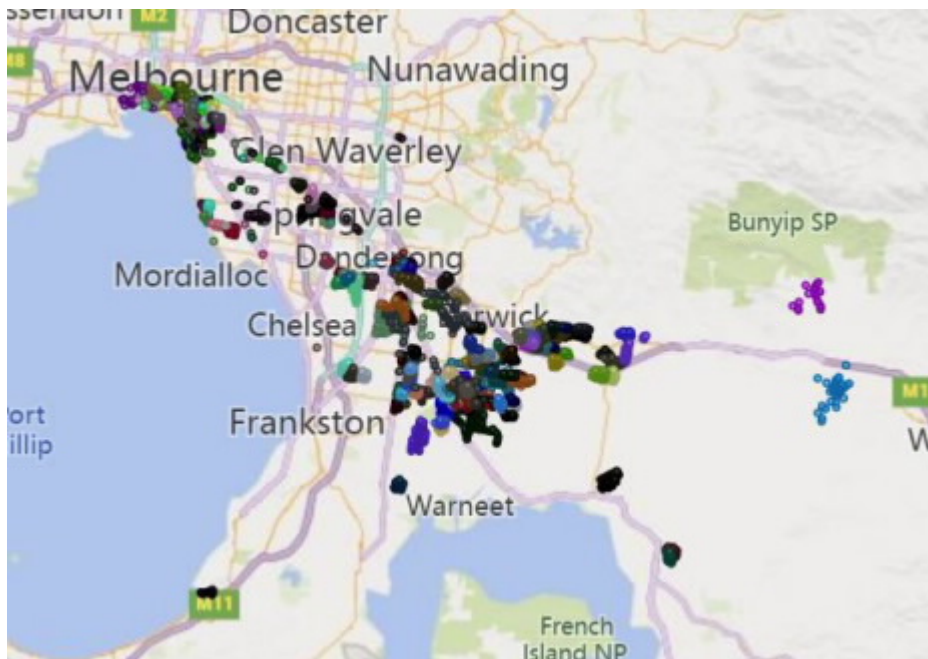
FY28



Book Number	Book Name
2	FLINDERS
3	HASTINGS
8	STH MELBOURNE
9	PORT MELBOURNE
10	ST KILDA
11	PRAHRAN
20	BRIGHTON
22	CAULFIELD
26	MOORABBIN
27	OAKLEIGH
36	SANDRINGHAM
46	MORDIALLOC
47	DANDENONG
51	FRANKSTON
52	SPRINGVALE
53	CRANBOURNE
54	BERWICK
56	KNOX
62	PAKENHAM

Service Type Meter Size	Potable Water		Recycled Water	
	No. of Main Meters	No. of Check Meters	No. of Main Meters	No. of Check Meters
20MM	109,014	48,877	4,719	213
25MM	10,621	475	19	1
32MM	4,500	113	13	1
40MM	2,186	51	39	

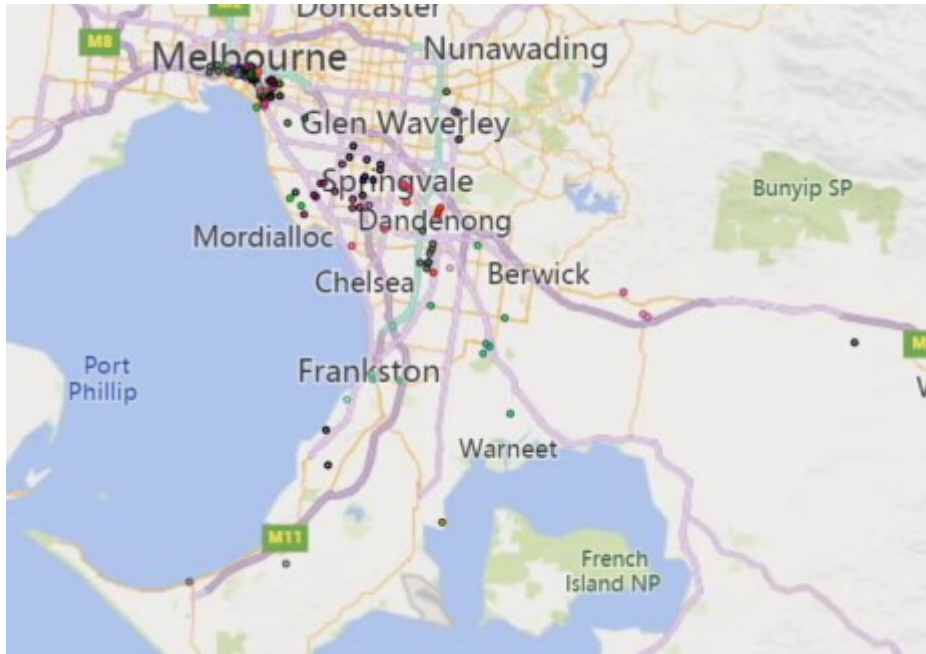
FY29



Book Number	Book Name
2	FLINDERS
8	STH MELBOURNE
9	PORT MELBOURNE
10	ST KILDA
11	PRAHRAN
22	CAULFIELD
26	MOORABBIN
27	OAKLEIGH
31	BULN BULN
36	SANDRINGHAM
46	MORDIALLOC
47	DANDENONG
50	CHELSEA
51	FRANKSTON
52	SPRINGVALE
53	CRANBOURNE
54	BERWICK
56	KNOX
62	PAKENHAM
65	MELBOURNE

Service Type Meter Size	Potable Water		Recycled Water	
	No. of Main Meters	No. of Check Meters	No. of Main Meters	No. of Check Meters
20MM	75,950	44,241	46,279	2,484
25MM	6,224	733	63	
32MM	3,220	144	40	1
40MM	2,021	59	67	1

FY30



Book Number	Book Name
2	FLINDERS
3	HASTINGS
4	MORNINGTON
8	STH MELBOURNE
9	PORT MELBOURNE
10	ST KILDA
11	PRAHRAN
22	CAULFIELD
26	MOORABBIN
27	OAKLEIGH
31	BULN BULN
36	SANDRINGHAM
46	MORDIALLOC
47	DANDENONG
51	FRANKSTON
52	SPRINGVALE
53	CRANBOURNE
54	BERWICK
56	KNOX
62	PAKENHAM
65	MELBOURNE

Service Type Meter Size	Potable Water		Recycled Water	
	No. of Main Meters	No. of Check Meters	No. of Main Meters	No. of Check Meters
20MM	48	14,894		838
25MM	37	176		
32MM	7	6		
40MM	35	4	1	



Appendices

Appendices

1. Meter fleet overview

The table shows a snapshot of the size of meters in our network as at May 2024.

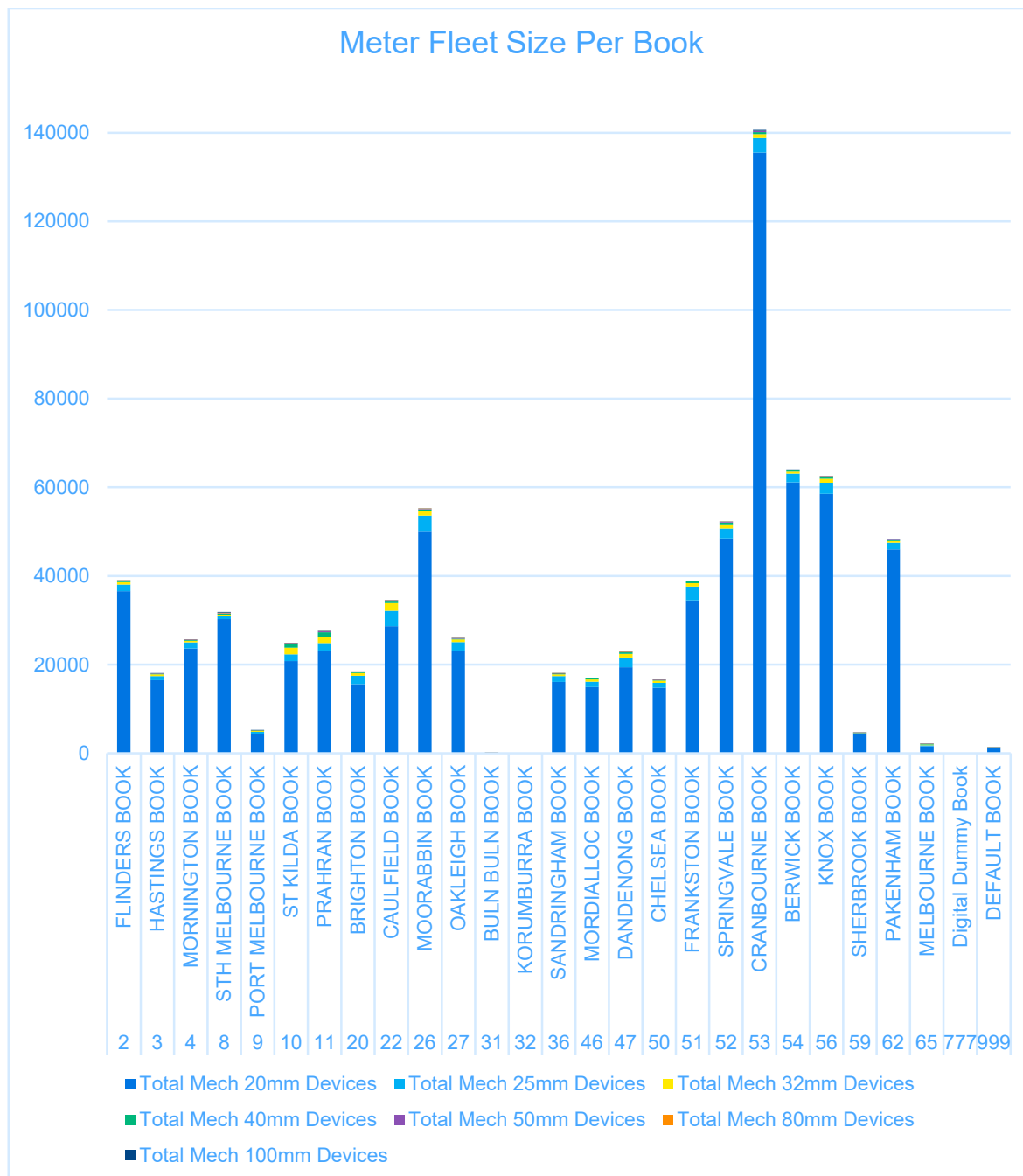
Meter Size	Quantity	Solution
20mm	814,518	Digital Meter (Basic/Vibration/Vibration and Pressure)
25mm	40,137	Digital Meter (Basic/Vibration/Vibration and Pressure)
32mm	15,131	Digital Meter (Basic/Vibration/Vibration and Pressure)
40mm	7,562	Digital Meter (Basic/Vibration/Vibration and Pressure)
50mm-300mm	8,308	Datalogger

Meter Type	Installation Rules	Function
Basic	<input type="checkbox"/> Basic will be put on Check meters predominantly. <input type="checkbox"/> Basic can be put on main assembly if not consecutive in area	Measures Water Flow, and Temperature
Vibration	<input type="checkbox"/> Vibration to be put on Main Meter Only. <input type="checkbox"/> Cannot be put on Check meters	Measures Water Flow, Temperature and detects network leaks
Vibration and Pressure	<input type="checkbox"/> Pressure sensor to be put at highest and lowest point in regard to terrain <input type="checkbox"/> Vibration and Pressure to be put on Main Meter Only. <input type="checkbox"/> Cannot be put on Check meters	Measures Water Flow, Temperature and detects network leaks and Pressure
Datalogger	<input type="checkbox"/> To be installed on Meters DN50mm and above	Measures Water Flow

Telco Network ratio for digital meter SIMs:

- ☐ 90% - TPG
- ☐ 10% - Telstra

The graph below shows the distribution of meters size, by book.



2. MRO Project Execution Plan

The management and governance of the MRO Deployment is detailed in the [MRO Project Execution Plan](#).

3. Customer Notification Types

Exchange Notification n=16 + NLT				
Pulse Code (?)	Customer type	Channel	Scheduling	Exchange Type
PXA-R	Residential	Email	Appointment	Planned
UXA-R	Residential	Email	Appointment	Unplanned
PXG-R	Residential	Email	Non-Appointment	Planned
UXG-R	Residential	Email	Non-Appointment	Unplanned
PXA-R	Residential	Letter	Appointment	Planned
UXA-R	Residential	Letter	Appointment	Unplanned
PXG-R	Residential	Letter	Non-Appointment	Planned
UXG-R	Residential	Letter	Non-Appointment	Unplanned
PXA-B	Business	Email	Appointment	Planned
UXA-B	Business	Email	Appointment	Unplanned
PXG-B	Business	Email	Non-Appointment	Planned
UXG-B	Business	Email	Non-Appointment	Unplanned
PXA-B	Business	Letter	Appointment	Planned
UXA-B	Business	Letter	Appointment	Unplanned
PXG-B	Business	Letter	Non-Appointment	Planned
UXG-B	Business	Letter	Non-Appointment	Unplanned
No Letter Template (NLT)	NA	NA	NA	NA

4. Suburbs within each Book

District	Description	Suburb
2	Flinders	Arthurs Seat
		Blairstown
		Boneo
		Cape Schanck
		Capel Sound
		Dromana
		Fingal
		Flinders
		Mc Crae
		Mount Martha
		Portsea
		Red Hill
		Rosebud
		Rosebud West
		Rye
		Safety Beach
		Shoreham
		Sorrento
		St Andrews Beach
		Tootgarook
3	Hastings	Balnarring
		Balnarring Beach
		Baxter
		Bittern
		Crib Point
		Hastings
		Hmas Cerberus Wstpt.
		Merricks
		Merricks Beach
		Merricks North
		Moorooduc
		Pearcedale
		Point Leo
		Red Hill
		Red Hill South
		Shoreham
		Somers

District	Description	Suburb
47	Dandenong	Dandenong
		Dandenong North
		Dandenong South
		Keysborough
		Noble Park
		Noble Park North
50	Chelsea	Aspendale
		Bonbeach
		Carrum
		Chelsea
		Edithvale
		Mordialloc
		Patterson Lakes
51	Frankston	Baxter
		Carrum
		Carrum Downs
		Frankston
		Frankston North
		Frankston South
		Langwarrin
52	Springvale	Mount Eliza
		Seaford
		Skye
		Aspendale Gardens
		Bangholme
		Braeside
		Carrum Downs
		Chelsea
		Chelsea Heights
		Clayton South
		Dandenong
		Dingley Village
		Heatherton
		Keysborough
		Mordialloc

		Somerville
		Tuerong
		Tyabb
4	Mornington	Moorooduc
		Mornington
		Mount Eliza
		Mount Martha
		Tuerong
8	South Melbourne	Albert Park
		Docklands
		Melbourne
		Middle Park
		Port Melbourne
		South Melbourne
		South Wharf
		Southbank
9	Port Melbourne	Docklands
		Fishermans Bend
		Port Melbourne
10	St Kilda	Balaclava
		Elwood
		Melbourne
		Middle Park
		Ripponlea
		St Kilda
		St Kilda East
		St Kilda West
		Windsor
11	Prahran	Armada
		Prahran
		South Yarra
		St Kilda
		Toorak
		Windsor
20	Brighton	Brighton
		Brighton East
		Hampton
22	Caulfield	Balaclava
		Carnegie
		Caulfield
		Caulfield East
		Caulfield North
		Caulfield South
		Elsternwick
		Gardenvale
		Glen Huntly
		Murrumbeena
		Ormond
		St Kilda
		St Kilda East
26	Moorabbin	Beaumaris
		Bentleigh
		Bentleigh East
		Brighton East
		Cheltenham
		Clarinda
		Clayton South
		Hampton
		Hampton East
		Heatherton
		Highett
		Mckinnon
		Mentone
		Moorabbin
		Moorabbin Airport
		Mordialloc

		Noble Park
		Noble Park North
		Patterson Lakes
		Springvale
		Springvale South
		Waterways
53	Cranbourne	Baxter
		Blind Bight
		Botanic Ridge
		Caldermeade
		Cannons Creek
		Carrum Downs
		Clyde
		Clyde North
		Cranbourne
		Cranbourne East
		Cranbourne North
		Cranbourne South
		Cranbourne West
		Dandenong
		Dandenong South
		Devon Meadows
		Frankston North
		Hampton Park
		Junction Village
		Koo Wee Rup
		Lang Lang
		Langwarrin
		Langwarrin South
		Lynbrook
		Lyndhurst
		Narre Warren
		Narre Warren South
		Pearcedale
		Sandhurst
		Skye
		Somerville
		Tooradin
		Warneet
		Yannathan
54	Berwick	Beaconsfield
		Berwick
		Dandenong South
		Doveton
		Endeavour Hills
		Eumemmerring
		Hallam
		Harkaway
		Lynbrook
		Narre Warren
		Narre Warren North
		Narre Warren South
56	Knox	Bayswater
		Boronia
		Endeavour Hills
		Ferntree Gully
		Knoxfield
		Lysterfield
		Lysterfield South
		Rowville
		Scoresby
		The Basin
		Wantirna
		Wantirna South
59	Sherbrooke	Belgrave
		Belgrave Heights
		Belgrave South
		Emerald
		Ferntree Gully
		Lysterfield

		Oakleigh South
		Ormond
		Sandringham
27	Oakleigh	Clarinda
		Clayton
		Clayton South
		Hughesdale
		Huntingdale
		Oakleigh
		Oakleigh East
		Oakleigh South
31	Buln Buln	Drouin
		Labertouche
		Longwarry
		Longwarry North
36	Sandringham	Beaumaris
		Black Rock
		Brighton
		Brighton East
		Cheltenham
		Hampton
		Sandringham
46	Mordialloc	Beaumaris
		Mentone
		Mordialloc
		Parkdale

		Menzies Creek
		Narre Warren East
		Narre Warren North
		Sassafras
		Selby
		Tecoma
		Upper Ferntree Gully
		Upwey
62	Pakenham	Beaconsfield
		Beaconsfield Upper
		Bunyip
		Bunyip North
		Garfield
		Garfield North
		Gembrook
		Guys Hill
		Iona
		Longwarry
		Maryknoll
		Modella
		Nar Nar Goon
		Nar Nar Goon North
		Officer
		Officer South
		Pakenham
		Pakenham South
		Pakenham Upper
		Tonimbuk
		Tynong
		Tynong North
65	Melbourne	Fishermans Bend
		Melbourne
		South Yarra



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