



Australian Government
Commonwealth Environmental Water Holder



Flow-MER PROGRAM – AREA-SCALE PROGRESS REPORT

Background

The Quarterly Progress report is a standard project management requirement and aims to provide an update on:

- how the project is tracking overall
- progress to date on (key activities)
- issues, risks associated with the key activities
- key activities undertaken and upcoming
- input to adaptive management

The Quarterly Progress report relates to activities carried out over the financial year as outlined in the Annual Implementation Plan (AIP).

Requirements

1. Milestone deliverables

As outlined in the contract, a Project Progress Report is required quarterly each financial year:

- a. Quarter 1: 30 September
- b. Quarter 2: 30 December
- c. Quarter 3: 30 March
- d. Quarter 4: 30 June

2. Statement of work and Performance Criteria

Area-scale Service Providers should refer to the Statement of Work, Milestones, Meetings, Reporting and Deliverables and the Performance criteria as set out in the Area-scale Contract - Schedule 5, Schedule 6 and Schedule 12 respectively.

The following Performance Indicators provide a guide to the Service Provider in the delivery of the Quarterly Progress Report:

Service Delivery: meets deliverables on time as detailed in Schedule 6, for approval by Commonwealth.

Collaboration: effectively collaborate with stakeholders to deliver the Flow-MER program as per Schedule 3 Governance and Collaboration Principles. This includes attending and contributing to all required meetings and workshops detailed in Schedule 6.

Outcomes: meets outcomes and objectives under the Approved MER Plan and Annual Implementation Plan.







Guidance




Template is provided at [Attachment A](#)

Attachment A

Flow-MER Quarterly Progress Report		
Murrumbidgee		
Project Leader:	Skye Wassens	Phone: 0404 495 578
Report period:	1 October – 31 December 2024	

Project Health Summary

Indicator	Status/Traffic light	Comment
Overall Rating		<p>Status: Is the project on track to deliver requirements as outlined in the MER Plan and AIP for this financial year?</p> <p>Status – on track</p>
Time (schedule)		<p>Status: Is this project (and activities) forecast date of completion tracking to the AIP schedule?</p> <p>Status – on track</p>
Engagement		<p>Status/Traffic light question: What is the current status of the relationship with project and other stakeholders</p> <p>Status – on track</p>
Safety		<p>Status/Traffic light question: Has there been a safety incident, or have any inadequacies been identified in the safety planning (note, details on any incidents or inadequacies must be communicated to the CEWH as soon as practical)</p> <p>Status – no incidents</p>
Risks		<p>Status/Traffic light question: Have any future or potential risks been identified that may impact our ability to achieve committed outcomes?</p> <p>If yes, fill out further details in table ‘Overarching project risks, Opportunities & Issues’(pg. 6).</p> <p>Status – two risks identified (refer to table ‘Overarching project risks, Opportunities & Issues’)</p>
Issues		<p>Status/Traffic light question: Are there any current issues that may impact our ability to achieve committed outcomes?</p>

		Status -no issues likely to impact the outcomes at this stage.
	On track - Tasks are completed or on track and there are no issues	
	Delayed - Tasks are delayed or under pressure, but not influencing the outputs of the project	
	Not on track - Tasks are delayed and are influencing the projects ability to meet its commitments	

Summary of Progress on Activities for this Quarter

For All the following sections please advise of what has been delivered against what was proposed in the Annual Implementation Plan or Work Order for this quarter in this financial year.

Monitoring

Themes: River Flows & Connectivity, Native Vegetation, Waterbirds, Native Fish and Cultural Outcomes

Theme	Contributing to Basin/Area/Both	What has been delivered in this Quarter? Any risks/comments?
Native Vegetation	Both	Surveys carried out at 14 sites 4-7 November
Native Fish, frogs & turtles	Both	Surveys carried out 18 – 22 November
Waterbirds	Both	Surveys carried out 9-13 December

First Nations activities

Description of activity	What has been delivered in this Quarter? Any risks/comments?
Annual First Nations Engagement Log	Log created and updated regularly, as per AIP.
Liaison - Cultural Advisor	Fleur Stelling worked with project Cultural Advisor Nioka Dupond to organise citizen science activities in schools, as per AIP. Activities: Aussie Bird Count (Narrandera wetlands with Narrandera High School students, 16 October), Waterbug Blitz (St Josephs Primary School, 23 October) and FrogID week (Narrandera wetlands with Narrandera Primary school students, 8 November). Fleur also worked with Nioka on a knowledge sharing event for 2025.
Creative output 2024-2025	Fleur Stelling continuing working with Wiradjuri artist Ashleigh Pengelly to produce an Endangered species poster for 2024-25 water year, as per AIP. Fleur is also liaising with Nioka Dupond regarding incorporating Wiradjuri language.

Engagement - Murrumbidgee Regional Aboriginal Water Committee	Communication with NSW DCCEEW Murrumbidgee Regional Aboriginal Water Committee has continued, as per AIP.
Community yarn-Up – Mutthi Mutthi	Community Yarn-up held on 2 October at Regatta beach, Yanga National Park, as per AIP. Attended by Aunty Patsy, Uncle Tom and others, and Skye Wassens, Fleur Stelling (CSU) and Michele Groat (CEWH).

Knowledge Exchange, Communications and Engagement

Description of activity	What has been delivered in this Quarter? Any Risks/comments
Social media activity	Instagram and 'X' (Twitter) social media accounts active (posts made about Narrandera Koala Festival , Aussie Bird Count and Vegetation surveying both early and mid November) as per AIP (12 posts/year or 3/quarter)
Publishing - FlowMER website	FlowMER website article submitted to CEWH for comments on 28 Nov as per AIP (2 articles published on Flow-MER website per year). Comments received on 12/12/24 and incorporated and submitted to ARRC on 12/12/24.
Local media	Article titled Scientists Secure Funding for 5 More Years of Environmental Monitoring in the Bidgee submitted to CEWH for review on 21/11/24. Comments returned on 22/11/24 and final version incorporating CEWH comments emailed to the Riverine Grazier 22/11/24 for publishing in the Riverine Grazier and the Back Country Bulletin . A second article titled Riverina Communities successful in saving Southern bell frog from extinction submitted to CEWH for review on 3/12/24 and then with comments (received on 9/12/24) incorporated and sent for publishing in the Riverine Grazier and the Back Country Bulletin on 10/12/24. As per AIP (2 articles submitted to local media per year)

Research

Description of activity	What has been delivered in this Quarter? Any Risks/comments
Multi-modal Capture project	Equipment deployed by Emmalie Sanders and Mitchell Whitelaw at Cherax with landholder Peter Morton on 25 th October. No foreseeable risks

Responsive monitoring

Work order name and number (1, 2, 3)	Committed to deliver (as per work order) this Quarter	What has been delivered this Quarter
N/A		

Reporting

Reports as per contract:

Quarterly Progress Report (QPR)

Quarterly Snapshot (QS)

Draft Annual Area-scale MER Report (DMER)

Final Annual Area-scale MER Report (FMER)

Data upload (DATA)

Report	Milestone due	Deliverables/comments
Quarterly Progress Report	30 December 2024	Submitted to CEWH 6/12/24.
Quarterly Snapshot	30 December 2024	Submitted to CEWH 6/12/24.
Draft Annual Area-scale MER Report (DMER)	30 October 2024	Submitted 8 October 2024.
Final Annual Area-scale MER Report (FMER)	30 December 2024	Currently under review by CEWH.
Data upload (DATA)	30 October 2024	Completed 30 October.

Meeting requirements

Meetings attended as per Area-scale contract:

Area-scale Project Team (ASPT)

Thematic Working Groups (TWG) (River Flows & Connectivity, Native Vegetation, Waterbirds, Native Fish and Cultural Outcomes)

Knowledge Exchange Working Group (KEWG)

Cultural Network (CN) (Contractually known as Cultural Knowledge Network Working Group (CKNWG))

Data Management Working Group (DMWG)

Flow-MER Steering Committee Meetings (FM-SCM)

Annual Flow-MER Forum (AFMF)

Meeting attended /or held	Date	Personnel in attendance
Knowledge Exchange Working Group (KEWG)	21 November	Fleur Stelling
Australian Freshwater Sciences Society (AFSS) Annual Conference	2 December	Gordon O'Brien, Emmalie Sanders, Rupert Mathwin
Area-scale Project Team (ASPT)	Fortnightly since July 2024	Fortnightly meetings
Thematic Working Groups (TWG) (River Flows & Connectivity, Native Vegetation, Waterbirds, Native Fish and Cultural Outcomes)	WB 27/11/24 NF 28/11/24 CO 23/10/24 VEG 23/10/24 VL 31/10/24	Waterbirds (WB) Skye Wassens and Sarah Talbot Native Fish (NF) Gordon O'Brien Cultural Outcomes (CO) Skye Wassens & Nioka Dupond Vegetation (VEG) Skye Wassens, Vegetation – lignum (VL) Andrew Hall Flows & Connectivity (FC) did not meet during this period
Cultural Network (CN) (Contractually known as Cultural Knowledge Network Working Group (CKNWG))	23/10/24	Skye Wassens and Nioka Dupond
Data Management Working Group (DMWG)	15/11/24	Andrew Hall
Flow-MER Steering Committee Meetings (FM-SCM)	20/11/24	Skye Wassens

Adaptive management

An opportunity to provide an update on new knowledge or insights during this Quarter to assist in adaptive management of the delivery of environmental water.

This may include outcomes and advice from external meetings, such as EWAGs.

Observations/outcomes

EWAG – no meeting in this quarter

Water Managers meeting (weekly) chaired by CEWH - Wassens, Talbot, O'Brien or Stelling in attendance

Insights to inform adaptive management based on monitoring during this period include the recommendations: **top-ups for Waugorah lagoon** (an important refuge site for native fish and turtles); **potential top-ups** or maintenance of **water deliveries until March to support** Southern bell frog recruitment in the **North Redbank and Western Lakes**.

Overarching project Risks, Opportunities & Issues

Risk / issue	Action
New legislation on batteries with the potential to impact use of electrofishing boat	Investigate implications
Bird flu	Follow DCCEEW guidelines for field surveys

Upcoming activities for next Quarter**Activities to be undertaken in the upcoming period**

- Field work in third quarter (subject to date adjustments): 20/1/25 vegetation survey & acoustic logger download/maintenance; 27/1/25 frog/fish survey; 10/2/25 waterbird survey , and 24/3/25 to 31/3/25 lignum monitoring,
- 17/2/25 digital story
- 17/2/25 to 28/2/25 frog/fish data entry
- 24/2/25 to 31/3/25 species diversity
- 3/3/25 map key habitats
- 24/3/25 Quarterly progress report and Quarterly Snapshot

Outstanding Information

Information required (item)	From Whom	Date required	Urgency (High/Medium/Low)