

Scottish Charity No. SC040106
Scottish Company Registration No. SC351910

Sustaining Dunbar
(a company limited by guarantee)

Directors' Report and Financial Statements
Year ended 30 November 2022

Sustaining Dunbar

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Sustaining Dunbar

Report of the Directors for the year ended 30 November 2022

The Directors (who are also Trustees for the purposes of charity law) are pleased to present their report together with the financial statements of the company for the year to 30 November 2022.

Status of Charity and governing document

Sustaining Dunbar (“the Trust”) is a company limited by guarantee (Number SC351910) with the liability of members limited to £1 each. The Trust is controlled by the terms of its Memorandum and Articles of Association and it is a registered Scottish charity (Number SC040106).

Registered Office

27 High Street
Dunbar
East Lothian
EH42 1EN

Objectives and aims

The principal objects of the Trust, as stated in the Memorandum and Articles of Association are:

- to advance education and, in particular, to promote opportunities for learning for the benefit of the general public;
- to advance environmental protection and improvement in the community through the provision, maintenance and/or improvement of public open space, other public amenities and other environmental and regeneration projects (but subject to appropriate safeguards to ensure that the public benefits so arising clearly outweigh any private benefit thereby conferred on private landowners);
- to relieve those in need by the promotion of trade and industry within the community for the benefit of the general public;
- to encourage, stimulate and support volunteering, principally in the community; and
- to advance citizenship and/or community development (including the provision of civic responsibility and the promotion of the voluntary sector).

But such that the Trust shall do so following principles of sustainable development.

Sustaining Dunbar is a Community Development Trust and a member of the Transition Network. Its aim is to bring people together to plan and start creating a positive and locally resilient future for the Dunbar and East Linton locality as we move away from reliance on fossil fuels and reduce our carbon and ecological footprints.

Directors and appointment of Directors

Directors (also Trustees)

J Bell

S Goodwin

J M McNamara

Dr P Revell

T Greene

D Smeed

J Mark

S Wasser

(appointed 9 May 2022)

Members of the Board of Directors are elected from the membership at the AGM. At each AGM one third of the Directors resign and are eligible for re-election. The Council may at any time decide to appoint a member of the company as a Director to fill a casual vacancy and also appoint a chairman and vice-chairman from among their number. The maximum number of directors shall be ten; out of that number, no more than seven shall be Member Directors and no more than three shall be Co-opted Directors. The minimum number of Directors shall be no less than three, of whom a majority must be member Directors.

Sustaining Dunbar

Report of the Directors for the year ended 30 November 2022

Achievements and performance

Whilst our fifteen year 'Local Resilience Action Plan' (2010-2025) continues to provide a guiding framework for Sustaining Dunbar's activities and priorities, the Covid-19 pandemic caused most plans to change, and "normal" activities have only picked up again in 2022.

Post-lockdown we have continued to engage with our members and other local stakeholders through a series of themed events, shared meals, films, discussions, workshops and even a ceilidh. Our biggest spend on continuing action is a range of Food and Growing projects, where Naomi Barnes, our Local Good Food Alliance facilitator has started various initiatives, funded by grants from Scotland Loves Local, The Robertson Trust, the Amos Trust and DELAP.

The Local Good Food Alliance (LGFA) was set up in December 2020 to create a network and forum for people in Dunbar and surrounding areas who are interested in food and local growing. Consultation with this group proved a valuable way to identify the obstacles people face when growing for a local market, and how collaborative work can help solve problems on a community level. After initial funding for this project came to a close in July 2021, the ambitions of the group were picked up again in January 2022 when Sustaining Dunbar (SD) was awarded the Scotland Loves Local Funding. This enabled SD to employ a Local Good Food Co-ordinator to develop projects and ideas from the original consultation.

Carey Douglas, our Volunteer Coordinator, has been running three garden outreach projects: The Belhaven Green Team; Belhaven Buddies and Beehive Buddies. Belhaven Green Team. We successfully bid for money with East Linton Melting Pot (now Climate Action East Linton – CAEL) for a Fixing for the Future and Carbon Conversations project. This is ongoing, and has so far been conducted mostly online. Work on the Belhaven Brewery Garden has continued, and the Brewery is now able to open their garden to the wider community as part of their visitor experience.

Our main volunteer project has been the continuing development of Belhaven Community Garden and orchard in the grounds of NHS Belhaven Hospital. This project continues to create a therapeutic Space – for peace and relaxation, for staff, patients, visitors and local people....a growing space –for herbs, flowers, fruit and vegetables, for anyone who wants to come together with others in a supportive, sharing environment....a learning space –for sharing practical food growing and land-care skills, for all ages and abilities. A problem with the Hospital's water supply meant a temporary suspension of activities by the local groups who had been using the garden, and once again we were unable to open our Apple Day to the wider public. Sales of organic fruit, vegetables and preserves to our Community Greengrocer and Wholefoods Shop continued, and our Juicing equipment was used by a variety of local fruit growers in and around Dunbar, East Linton and Tynninghame.

Sustaining Dunbar continued to play an active role in developing ELCAN (East Lothian Climate Action Network).

We have continued to maintain and support the use of our 'OurLocality' web platform providing websites for local organizations and projects, strengthening local links and networks and contributing to our goal of building local resilience.

Climate Action East Linton (CAEL) set up various local projects, but was unable to proceed with a planned community garden because of difficulties with planning permission for a change of use.

The Fixing for the Future Project continued to expand its range of tools in the tool Library, and post-Covid ran various repair workshops and cafes. It gained a further 2 years funding from the National Lottery.

Sustaining Dunbar continued to support small local community projects, including a hen cooperative and a hedgehog project.

Sustaining Dunbar

Report of the Directors for the year ended 30 November 2022

Future plans

We plan to re-develop our website, strengthen our outward facing communications

Will continue to develop Belhaven Community Garden, including creation of an 'adaptive garden' that is more accessible for hospital patients and their visitors.

We are participating in the Community Energy Futures programme run by Community Energy Scotland and will continue to explore options for future community involvement in renewable energy generation and storage as well as support for energy demand reduction. We plan to host a group of MSc students from Flensburg University to investigate Community-owned generation possibilities.

We hope to further develop the Hedgehog project by encouraging hedgehog-friendly garden features and wildlife corridors.

We hope to develop plans for active transport from new housing in the south of Dunbar to the High Street area.

Financial review

Results for the year

The financial statements for the year are set out in pages 6 to 12. The Statement of Financial Activities on page 6 reflects a surplus of £40,926 (2021: surplus of £4,621). There was a deficit of £3,196 (2021: deficit £3,625) on the company's general fund activities, a deficit of £364 (2021: deficit £364) on designated assets and a surplus of £44,486 (2021: surplus £8,610) on restricted funds. Total funds amounted to £56,161 (2021: £15,235).

Reserves

The Directors have examined the charity's requirements for reserves in light of the main risks to the organisation. A policy has been established whereby the unrestricted funds should be sufficient to allow the charity to explore new projects and apply for funding of the same. The Directors have set a target of £20,000 of unrestricted funds to allow the short-term costs of the charity to be met in the event of an unexpected funding shortfall.

The present level of reserves available to the charity of £9,657 is falling short of the target. The strategy is to continue to build reserves through planned operating surpluses.

Statement on risk

The Directors plan to embark on a review of the major risks to which the charity is exposed. A risk register will be established and updated at least annually. Where appropriate, systems or procedures will be established to mitigate the risks the charity faces. The Charity has always had significant external risks to funding due to the reliance on grants for projects. This has been managed by the Directors and continues to be a risk but has led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff and volunteers. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Sustaining Dunbar

Report of the Directors for the year ended 30 November 2022

Signed on behalf of the Trustees



J M McNamara

Trustee/Director

Date: 20.6.23..... 2023

Sustaining Dunbar

Report of the Independent Examiner to the Trustees for the year ended 30 November 2022

I report on the accounts of the charity for the year ended 30 November 2022 which are set out on pages 6 to 12.

Respective responsibilities of Trustees and examiner

The Charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

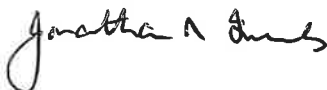
Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations (as amended), and
 - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations (as amended)have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jonathan N Innes FCCA
Managing Director

Innes & Partners Limited
Chartered Certified Accountants

Innes House
18 Shairps Business Park
Houstoun Road
Livingston
EH54 5FD

Date: ...20.11.2022

Sustaining Dunbar

Statement of Financial Activities (incorporating Income and Expenditure Account)

For the year ended 30 November 2022

	Notes	General fund £	Designated fund £	Restricted funds £	2022 Total £	2021 Total £
Income and endowments from:						
Donations		632	-	4,267	4,899	4,688
Charitable activities	2	3,047	-	86,917	89,964	126,412
Total income and endowments		3,679	-	91,184	94,863	131,100
Expenditure on:						
Charitable activities	3	6,875	364	46,698	53,937	126,479
Total expenditure		6,875	364	46,698	53,937	126,479
Net (expenditure)/income		(3,196)	(364)	44,486	40,926	4,621
Transfers between funds	11,12	3,655	-	(3,655)	-	-
Net movement in funds		459	(364)	40,831	40,926	4,621
Total funds brought forward		9,198	1,456	4,581	15,235	10,614
Total funds carried forward	11,12	9,657	1,092	45,412	56,161	15,235
Represented by:						
Unrestricted funds	11					
<i>General</i>		9,657	-	-	9,657	9,198
Designated Funds	11					
<i>Designated</i>		-	1,092	-	1,092	1,456
Restricted funds	12					
<i>Community & Growing</i>		-	-	30,754	30,754	2,720
<i>Transition Scotland Support</i>		-	-	25	25	25
<i>Belhaven Community Garden</i>		-	-	1,030	1,030	200
<i>CAEL</i>		-	-	1,511	1,511	43
<i>Chicken Coop</i>		-	-	138	138	267
<i>Community Energy</i>		-	-	-	-	-
<i>Hedgehog Project</i>		-	-	190	190	103
<i>East Linton Tree Planting Project</i>		-	-	355	355	355
<i>Fixing for the Future</i>		-	-	11,409	11,409	868
Total funds		9,657	1,092	45,412	56,161	15,235

The notes on pages 7 to 11 form part of these financial statements.

Sustaining Dunbar

(Registered No: SC351910)

Balance sheet
As at 30 November 2022

	Notes	General fund £	Designated fund £	Restricted funds £	Total 2022 £	Total 2021 £
Fixed assets						
Tangible assets	8	-	1,092	-	1,092	1,456
Current assets						
Debtors	9	575	-	-	575	4,010
Cash at bank and in hand		15,342	-	49,667	65,009	12,035
		<u>15,917</u>	<u>-</u>	<u>49,667</u>	<u>65,584</u>	<u>16,045</u>
Creditors: falling due within one year	10	(6,260)	-	(4,255)	(10,515)	(2,266)
Net current assets		<u>9,657</u>	<u>-</u>	<u>45,412</u>	<u>55,069</u>	<u>13,779</u>
Total assets less current liabilities		<u>9,657</u>	<u>1,092</u>	<u>45,412</u>	<u>56,161</u>	<u>15,235</u>
Net assets		<u>9,657</u>	<u>1,092</u>	<u>45,412</u>	<u>56,161</u>	<u>15,235</u>
Represented by:						
General fund	11	9,657	-	-	9,657	9,198
Designated fund	11	-	1,092	-	1,092	1,456
Restricted funds	12	-	-	45,412	45,412	4,581
		<u>9,657</u>	<u>1,092</u>	<u>45,412</u>	<u>56,161</u>	<u>15,235</u>

For the year ending 30 November 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of the accounts.

These financial statements have been prepared in accordance with the Charities SORP 2015 (FRS 102) and the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board on1:5:23..... 2023 and signed on their behalf by:


.....
J M McNamara
Director (Chair)

The notes on pages 7 to 11 form part of these financial statements.

Sustaining Dunbar

Notes to the Financial Statements for the year ended 30 November 2022

1. Accounting policies

Accounting convention

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Accounting and Reporting by Charities: Statement of Recommended Practice (Charities SORP (FRS 102)), the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The principal accounting policies adopted in the preparation of the financial statements are set out below.

Basis of financial statements

The financial statements have been prepared on an accruals basis.

Income and debtors

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and it is probable that the income will be received, and the amount of income receivable can be measured reliably. Debtors are valued at cost at the period end and adjusted for any amounts considered to be unrecoverable.

Expenditure and creditors

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated between the expense categories of the SoFA on a basis designed to reflect the use of the resource. Creditors are valued at cost at the period end and split between amounts due in less than one period and amounts due in more than one period.

Tangible fixed assets

Fixed assets are included at cost. Depreciation is provided at a rate in order to write off each asset over its estimated useful life.

Plant and machinery	20% straight line
Fixtures, fitting and equipment	20% straight line

Taxation

The Charity is exempt from Corporation Tax on its charitable activities.

Statement of Financial Activities

For the purpose of the Statement of Financial Activities as shown on page 6, funds are defined as follows:

Unrestricted funds comprise income received for the objects of the company without further specified purpose and are available as general funds or are placed with designated funds which can be used for purposes in agreement with its charitable objectives.

Designated fund represents the value of fixed assets.

Restricted funds comprise income which has been received for the objects of the company and specified for a restricted purpose within these objects by the donor.

Sustaining Dunbar

Notes to the financial statements
For the year ended 30 November 2022

2. Charitable activities - income	General fund £	Restricted funds £	2022 Total £	2021 Total £
Project grants	-	75,794	75,794	120,404
Miscellaneous income	3,047	11,123	14,170	6,044
	3,047	86,917	89,964	126,412

Income from charitable activities in 2021 was £126,412: £1,353 was unrestricted and £125,059 was restricted.

3. Charitable activities - expenditure	Staff costs £	Direct and support costs £	2022 Total £	2021 Total £
Charitable activities	36,162	17,775	53,937	126,479
	36,162	17,775	53,937	126,479
	<i>(note 5)</i>	<i>(note 7)</i>		
Of which:				
Relating to unrestricted funds	-	6,875	6,875	8,226
Relating to designated funds	-	364	364	364
Relating to restricted funds	36,162	10,536	46,698	117,889

4. Liability of Members

The company is limited by guarantee, with the liability of each member limited to £1. There were 562 (2021: 545) members at year end.

5. Staff costs and numbers

	2022 £	2021 £
Contract workers	36,162	53,243
	36,162	53,243

The average number of employees during the year was nil (2021: nil). There are no employees receiving pay exceeding £60,000. 5 (2021: 6) contract workers were utilised during the year, costs are shown in note 5.

6. Transactions with Directors and related parties

No Director received remuneration or expenses from the charity (2021: nil).

There were no transactions with related parties during the year. The Directors have no financial interest in the charity's surplus or assets and received no remuneration for acting in that capacity.

Sustaining Dunbar

Notes to the financial statements
For the year ended 30 November 2022

7. Direct and support costs	General fund	Designated fund	Restricted funds	Total 2022	Total 2021
	£	£	£	£	£
Project and garden costs	-	-	4,771	4,771	9,136
Training, development and travel costs	55	-	-	55	124
Awards and grants	-	-	-	-	42,880
Miscellaneous expense	-	-	902	902	220
Rent and rates	60	-	3,114	3,174	2,290
Publicity and events	-	-	-	-	40
Insurance	1,584	-	85	1,669	1,199
Office and consumables	320	-	-	320	507
IT support	3,395	-	-	3,395	1,529
Legal and professional costs	-	-	1,664	1,664	13,795
Subscriptions	201	-	-	201	-
Independent Examiner's remuneration	1,260	-	-	1,260	1,152
Depreciation	-	364	-	364	364
	6,875	364	10,536	17,775	73,236

Support costs have not been separately identified as the trustees consider that there is only one charitable activity.

Expenditure on charitable activities in 2021 was £73,236: £8,226 was unrestricted, £364 was designated and £64,646 was restricted.

8. Tangible fixed assets

	Plant and machinery	Fixtures, fittings and equipment	Total
	£	£	£
<i>Cost</i>			
At 1 December 2021	5,809	8,221	14,030
Additions	-	-	-
At 30 November 2022	5,809	8,221	14,030
<i>Depreciation</i>			
At 1 December 2021	5,809	6,765	12,574
Charge for year	-	364	364
At 30 November 2022	5,809	7,129	12,938
<i>Net book value</i>			
At 30 November 2022	-	1,092	1,092
At 30 November 2021	-	1,456	1,456

9. Debtors: amounts falling due within one year

	General fund	Designated fund	Restricted funds	Total 2022	Total 2021
	£	£	£	£	£
Other debtors	575	-	-	575	4,010
	575	-	-	575	4,010

10. Creditors: falling due within one year

	General fund	Designated fund	Restricted funds	Total 2022	Total 2021
	£	£	£	£	£
Accrued expenses	6,260	-	4,255	10,515	2,266
	6,260	-	4,255	10,515	2,266

Sustaining Dunbar

Notes to the financial statements
For the year ended 30 November 2022

11. Unrestricted fund	Balance at				Balance at
	01.12.21	Income	Expenditure	Transfers	30.11.22
	£	£	£	£	£
General fund	9,198	3,679	(6,875)	3,655	9,657
Designated fund	1,456	-	(364)	-	1,092
Total unrestricted fund	10,654	3,679	(7,239)	3,655	10,749

	Balance at				Balance at
	01.12.20	Income	Expenditure	Transfers	30.11.21
	£	£	£	£	£
General fund	8,823	4,601	(8,226)	4,000	9,198
Designated fund	-	-	(364)	1,820	1,456
Total unrestricted fund	8,823	4,601	(8,590)	5,820	10,654

The General fund represents all income and expenditure relating to the primary focus activities of the charity, other than those for which funding is restricted.

The Designated fund represents the value of fixed assets.

12. Restricted funds	Balance at				Balance at
	01.12.21	Income	Expenditure	Transfers	30.11.22
	£	£	£	£	£
Community & Growing	2,720	52,048	(22,214)	(1,800)	30,754
Transition Scotland Support	25	-	-	-	25
Belhaven Community Garden	200	2,214	(1,004)	(380)	1,030
CAEL	43	1,468	-	-	1,511
Chicken Coop	267	390	(519)	-	138
Community Energy	-	-	(500)	500	-
Hedgehog Project	103	87	-	-	190
East Linton Tree Planting Project	355	-	-	-	355
Fixing for the Future	868	34,977	(22,461)	(1,975)	11,409
Total restricted funds	4,581	91,184	(46,698)	(3,655)	45,412

	Balance at				Balance at
	01.12.20	Income	Expenditure	Transfers	30.11.21
	£	£	£	£	£
Outreach Gardener	-	12,000	(8,780)	(500)	2,720
Transition Scotland Support	25	-	-	-	25
Belhaven Community Garden	-	3,676	(2,156)	(1,320)	200
CAEL	-	350	(1,207)	900	43
Fair Trade Town	135	-	-	(135)	-
Chicken Coop	331	355	(419)	-	267
Hedgehog Project	-	738	(635)	-	103
Nature Scotland	-	11,385	(8,750)	(2,635)	-
East Linton Tree Planting Project	355	-	-	-	355
CCF Fixing for the Future	490	23,115	(22,737)	-	868
COVID-19 SCF Via DTAS	-	74,880	(73,205)	(1,675)	-
Community Learning Exchange	455	-	-	(455)	-
Total restricted funds	1,791	126,499	(117,889)	(5,820)	4,581

Explanation of funds

The Community & Growing Project Fund, (previously Outreach Gardener) based at Belhaven Community Garden, aims to involve the wider local community in a range of growing activities, including schools, businesses and individuals. Individuals, groups and businesses will be encouraged to use and appreciate the benefits of green spaces, and be supported and educated in using, growing and selling plants.

The Transition Scotland Support fund represents funds held on behalf of community groups across Scotland that are affiliated to the Transition Network.

The Belhaven Community Garden fund represents grants received for development of the community garden from Cala Homes and Co-op Local Causes Fund.

Sustaining Dunbar

Notes to the financial statements
For the year ended 30 November 2022

12. Explanation of Funds (Continued)

The CAEL fund represents funds received for a range of community activities undertaken by Climate Action East Linton, including habitat restoration, phone box projects, educational meetings and carbon reduction projects.

The Fair Trade Town fund represents funds raised from donations and East Lothian Council grants and held on behalf of Dunbar Fairtrade Partnership.

The Chicken Coop fund represents funding contributed by participating families cooperative and held on behalf of the cooperatively run chicken coop project at Dunbar Grammar School.

The Community Energy fund represent funds granted by Local Energy Scotland through the Scottish Government's CARES scheme research into the potential for local energy storage based on use of a hydrogen electrolyser and into the potential for a community owned solar farm.

Dunbar's *Hedgehog Project* aims to increase the hedgehog population by improving and linking habitats, and informing and motivating the local community about hedgehog-friendly practices.

The East Linton Tree Planting Project fund represents money collected by Climate Action East Linton (CAEL formerly called Melting Pot, a local Sustaining Dunbar group) to be spent on tree planting in and around East Linton.

The Fixing for a Future fund (previously CCF Fixing for the Future) is a National Lottery grant funded project comprising Fixing for the Future project, East Linton Tool Library and support to local reuse projects and related CAEL activities.

The COVID-19 SCF Via DTAS fund represents two tranches of Scottish Government Funding under the Supporting Communities Fund administered by DTAS. Initially restricted to specified organisations and projects with Sustaining Dunbar disbursing agreed amounts to other local organisations, and receiving back any underspends. Funds were subsequently agreed to be able to be repurposed "to support the core network development stimulated by resilience work in Dunbar and the core associated costs for this network" so in effect became unrestricted.

The Community Learning Exchange fund represents funds granted to Sustaining Dunbar for Energy Consultancy and subsequent consultation and general mainstream development work. Effectively unrestricted once consultancy work completed in October 2020.

13. Fund Transfers

The CCF Funding for Fixing for the Future ended at the end of March 2022, with the remaining balance of £1,155 being transferred to the General Fund. A new 2 year grant was made to Sustaining Dunbar during the year as well for the same purpose. These funds have been recorded in the existing Fixing for a Future fund (previously named CCF Fixing for the Future) as it is for the same continuing project.