



ADUR DISTRICT  
COUNCIL

**SPORTS AND RECREATION FACILITY  
AVAILABLE TO LET**

**ADUR OUTDOOR ACTIVITIES CENTRE, BRIGHTON ROAD,  
SHOREHAM-BY-SEA, BN43 5LT**

Subject to Contract and Without Prejudice to the Existing Lease

**Contents**

1. Introduction
2. Property overview
3. The Expression of Interest Process
4. Links to viewings

**1. Introduction**

Adur District Council (ADC) is inviting expressions of interest (EOI) from community-based and commercial organisations to take on Adur Outdoor Activities Centre by way of lease. This opportunity is ideal for groups looking to activate this community asset through educational, sports and recreational activities catering for people of all ages.

Strategically located on Brighton Road in Shoreham-by-sea, the Adur Outdoor Activities Centre benefits from an accessible position near to key local amenities and transport links. Set against the scenic backdrop of the River Adur and South Downs National Park, the site offers an environment for outdoor learning, sports development and community well-being activities.

Adur Recreation Ground (which includes the Adur Outdoor Activities Centre) is held by ADC under a charitable trust. The objective of the charitable trust is to provide a recreation ground for use by the inhabitants of Shoreham-by-Sea. As such, the Council is particularly interested in proposals to maximise the site's potential as a hub for community activation through sport, outdoor activities and recreation. This could include, but is not limited to, outdoor education programs, youth development activities, team sports, recreational pursuits, or well-being initiatives that promote health and inclusion. The site can be used by customers from outside of Shoreham and due to the charitable trust status, the site cannot be used for purposes that do not align with the charitable objective.

If your organisation has a passion for outdoor activity, education, and recreation and is looking to make a difference in the community, we encourage you to express your interest. Details on how to do this and what is required are below.

## **2. Property Overview**

Adur Outdoor Activities Centre is a purpose built leisure facility which sits within Adur Recreation Ground, on the bank of the River Adur.

### **Property and Site Summary:**

#### Ground level

Entrance / reception, office, bouldering area, climbing wall, offices, equipment store, lecture area / tea bar / workshop / boatstore, male and female changing, WCs and stores and services room (externally accessed).

#### First floor

Function room, games room, kitchen, accommodation, 2 staff rooms, store, showers and WCs.

#### Outside

Fenced open storage / recreation area to the rear with access to the river jetty, plus a surfaced car park to the front with spaces for around 19 cars. The site is enclosed by a relatively new palisade fence.

#### Services

The property has mains water and electricity, but no gas or main sewerage connection, and foul drainage is provided by way of sewage treatment plant.

There is a Solar panel array on the roof.

### **Recreation and Sports Equipment**

The sports equipment currently on site is owned by a third party. This includes bikes, watersports, climbing and camping equipment. It is possible for the successful party to reach an agreement with the owner to purchase the equipment. The Council will not be involved in this agreement, but understands that an agreement to purchase this can be reached and that completion of this can be coterminous with the new lease. The Council will provide contact details of this party on request. If the equipment is not required, then it will be removed before the lease completes.

Site and floor plans can be provided. Please contact Property Team to request this, details below.

Note that there is a right of way over the car park for the public and other associations to access the slipway. This is identified on the lease plan.

The Council is offering the property as seen, and will provide no guarantee on any of the equipment, fixtures and fittings etc that have been left on the property. Any party who is considering taking the lease of the property will need to undertake their own investigations. The Council will provide an asbestos management survey and electrical installation condition survey (EICR) but accepts no liability for the accuracy of these. Please contact the Property Team for the information pack.

On commencement of the new lease, a reduced rent period will be given to allow the new tenant to undertake any necessary repairs and prepare the site to reopen. See EOI documents for details.

### **Terms of New Lease**

The proposed heads of terms for the new lease are included in the information pack. As part of the EOI, interested parties should make a bid on the annual rent and initial reduced rent period.

Justification of the rent free period will be required. They will also be asked to confirm agreement to the proposed terms, subject to contract. The key terms are:

- Term and break option - 15 year term, with a tenant only break at year 6 and year 12.
- Rent - TBA
- Initial reduced rent period - TBA
- Rent reviews at year 6 and year 12
- Full repairing and insuring basis
- Rent deposit equivalent to three months rent.
- Property offered as seen
- Approx area 700 m<sup>2</sup>

### **3. Expression of Interest Process**

Interested parties should submit an expression of interest by 5pm, Wednesday 9th April 2025. This can be submitted by post, by email, or can be delivered by hand to Worthing Town Hall. Details below. Email is preferable. If posted or delivered by hand, please inform the Property Team so it is expected.

The EOI should include the completed EOI form which includes a section to complete on the selection criteria, and the supporting information.

#### Eligible Organisations

In order for organisations to be eligible to submit an EOI, they must provide evidence that they:

- are an incorporated body under relevant charities or company law, and therefore able to sign a contract with the Council.
- are financially solvent with sufficient funds at hand to manage the asset. Proof of funds may be requested.
- have appropriate policies in place for safeguarding, health and safety and other legislative requirements.

- have the knowledge, skills and experience to manage this operation safely and successfully in accordance with the charitable objective.
- have, or will have, a licence to provide outdoor activities through the adventure activities licensing authority (AALA) and will confirm details of their technical advisor.

### Selection Criteria

As well as being an eligible organisation, the successful party should be able to demonstrate the following:

- evidence of close community and local ties
- details of knowledge and previous experience of running a similar site/operation
- detail on how the charitable objective will be not only complied with but be at the centre of the operation
- a clear commitment to sustainability / supporting the natural environment in which you will operate
- detail on which community members will be targeted, and how this will be achieved (keeping in mind the charitable objective)
- if selected, readiness to enter into the new lease and take the site on in Spring 2025

### Supporting Information

The EOI submission should also include:

- Completed EOI form
- A simple business plan including details of services to be offered
- Rental and reduced rent period bid and confirmation that, subject to contract, the proposed heads of terms for the new lease are agreed
- Contact details of applicant

Expressions of interest must be received by 5pm on Wednesday 9th April 2025.

Adur District Council is not obliged to make a decision based on the highest rental offer, but on suitability, competency, knowledgeability and demonstrable experience. This is an important asset for the community with a clear charitable objective and it is vital that it is operated as such.

We advise that interested parties undertake a viewing of the site. Viewings will be possible on the below dates and times, by appointment only. Please contact the Property Team to confirm attendance, and include date and estimated arrival time.

- Wednesday 26th March, 9am - 11am
- Thursday 27th March, 2pm - 4pm
- Tuesday 1st April, 9am - 11am

Once all bids are received, each will be scored against a scoring matrix and then, if the Council feels further information is necessary to make the selection, face to face interviews will be requested.

### **Contact Details**

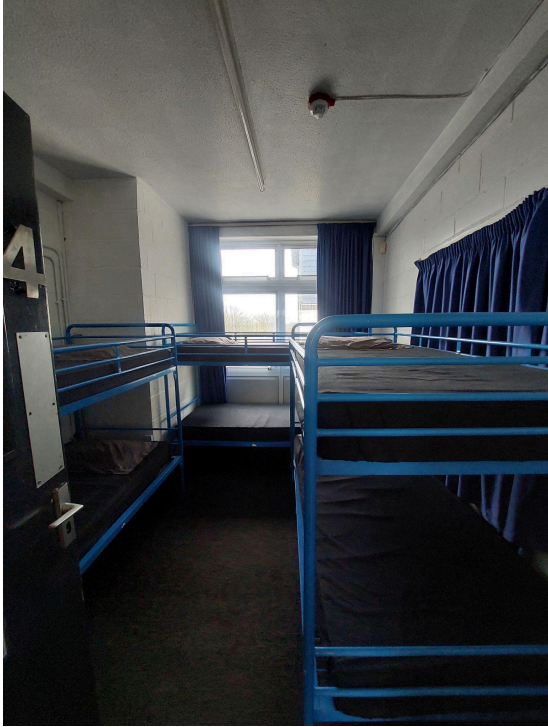
Contact number: 01903 221413

Email : [propertyteam@adur-worthing.gov.uk](mailto:propertyteam@adur-worthing.gov.uk)

Address: Worthing Town Hall, Chapel Road, Worthing, West Sussex, BN11 1HA

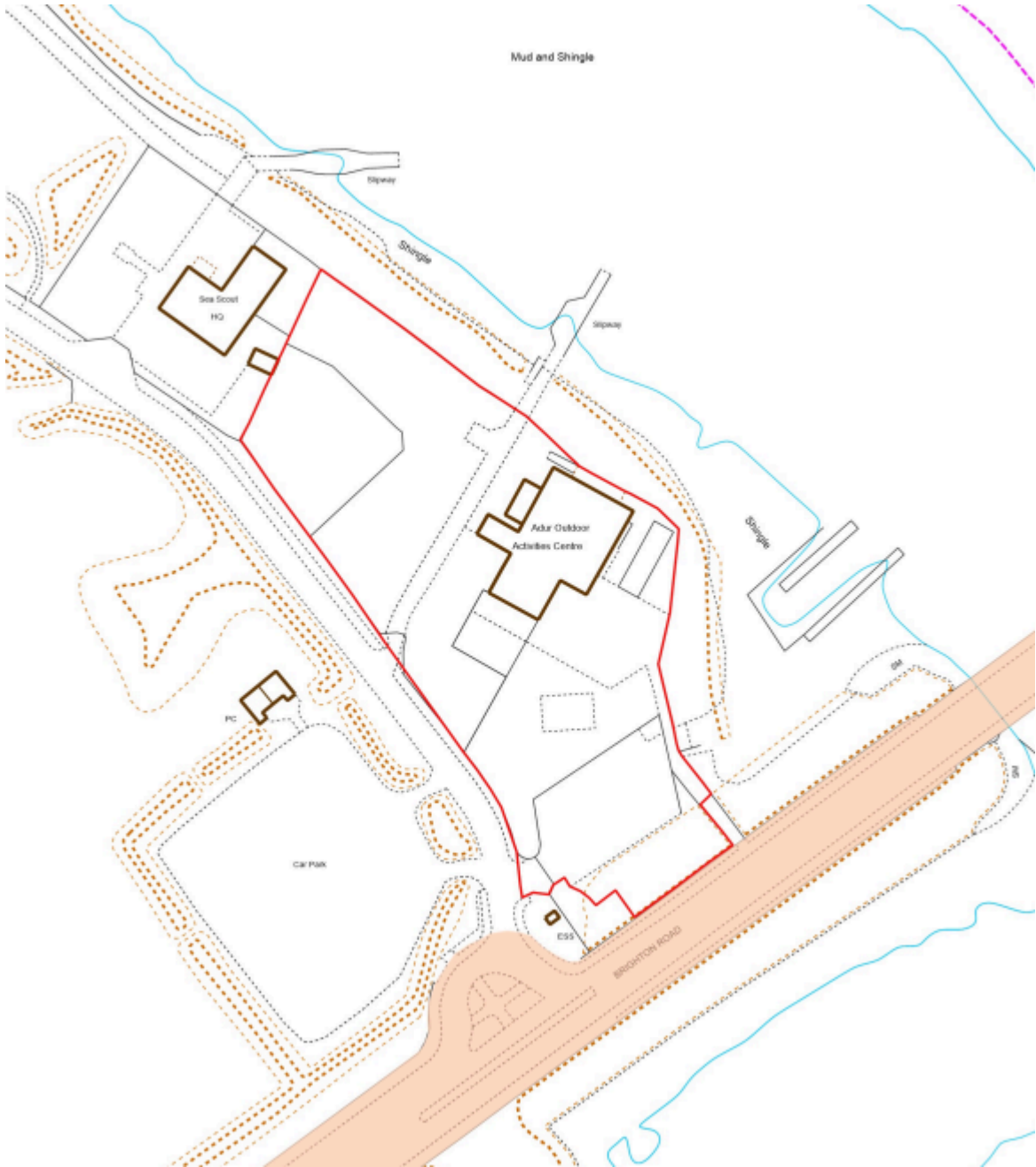


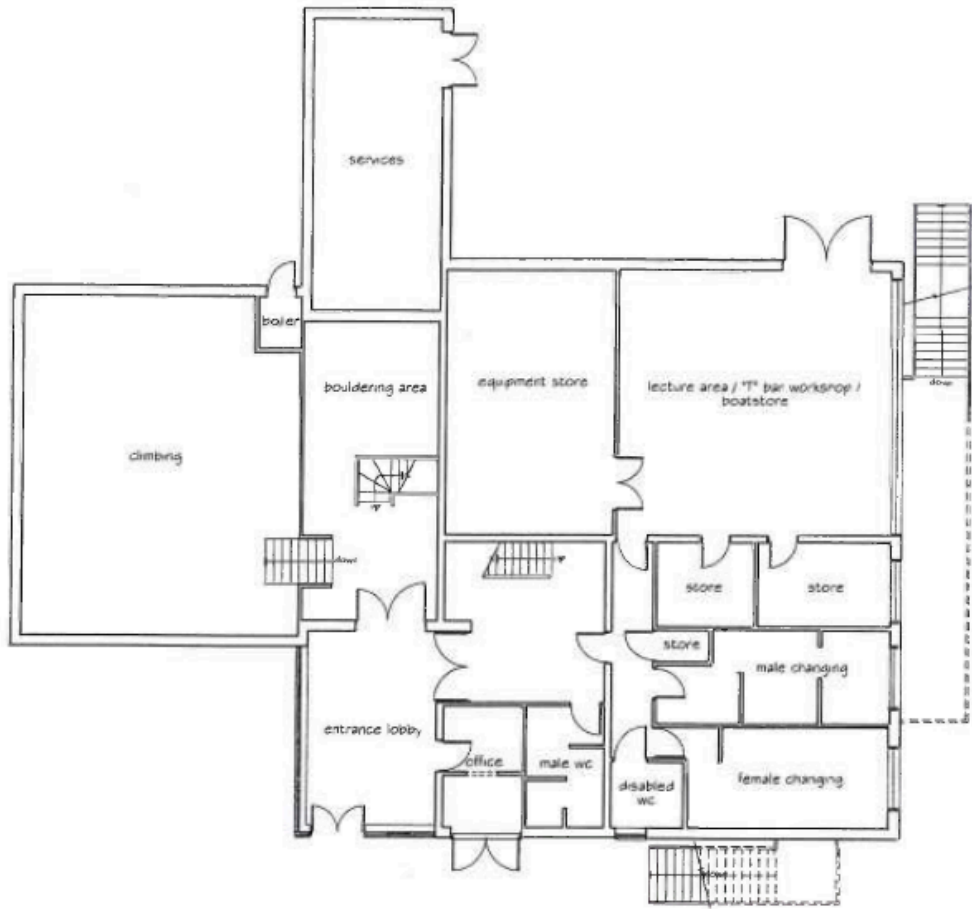




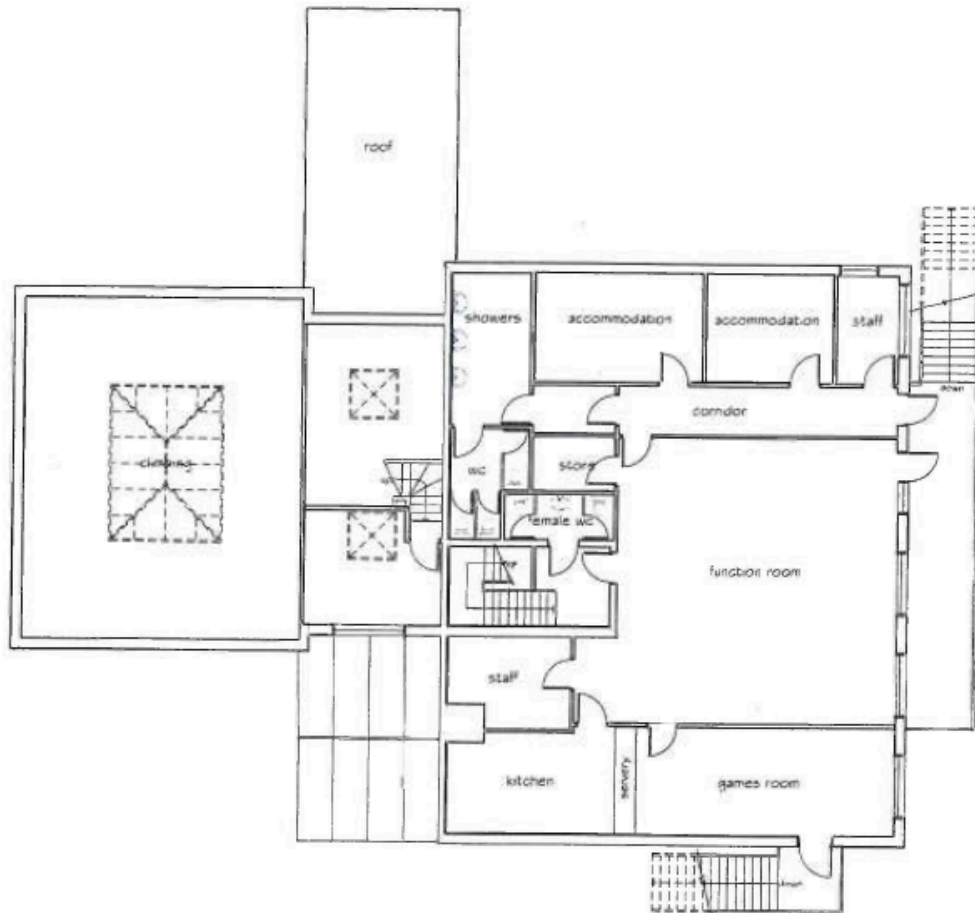


Site plan - Do not scale





Ground Floor Plan - Existing



First Floor Plan - Existing

Please contact the Property Team on **01903 221413** [propertyteam@adur-worthing.gov.uk](mailto:propertyteam@adur-worthing.gov.uk)

*All details enclosed in this document are subject to change. Measurements are approximate and the vendor cannot be held liable for any inaccuracy in these particulars or in any other information, written or oral, supplied during the application.*