

Ipswich Football Club Ground Usage



Purpose

The purpose of this policy is to establish guidelines for the usage of football grounds at Ipswich Football Club, specifically for the Briggs Rd and Sutton Park venues. This policy ensures compliance with Ipswich City Council regulations and manages the scheduling and maintenance of facilities to promote fair and efficient use.

General Principles & Financial Note

All users must recognise that all club and council services come at a cost to the club. **Nothing is free.** This includes, but is not limited to, the cost of field line-marking, utilities (water, electricity, opening toilets), facility maintenance, and general operating expenses. Adherence to this policy is critical to minimising unnecessary costs and maintaining the club's financial health.

Failure to adhere to this policy, resulting in preventable damage, excessive resource usage, or unnecessary labour costs, directly increases the club's financial burden. Ultimately, this increase in operational expenses will necessitate a corresponding increase in fees for all club members.

Conditions of Use

Compliance: All ground usage must adhere to Ipswich City Council permit conditions.

Usage Days and Times: Ground usage must align with the schedule outlined in the Ipswich City Council permit.

Wet Weather

Notification: Ipswich City Council will notify the club via email when the grounds must be closed due to wet weather.

Refer to Policies: For further details, refer to the club's Wet Weather Policy.

Usage Priorities

1. Regular season matches
2. Cup matches
3. Club v Club Days
4. Top side men and women
5. Academy teams
6. All other teams

Revision No: 03	Version Date: 8/12/2025	Document Number: POL-010	Doc Owner: General Manager	Doc Approver: Ipswich Football Club Board	Page: 1 of 3
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Club Shutdown

The venues will be unavailable during the scheduled Ipswich City Council field maintenance period. Sutton Park is generally closed throughout October, while Briggs Road is closed during November and December. Confirmed closure dates are typically issued to the club by the Council in October and will be communicated once received.

- **Annual Club Operations Shutdown:** The club mandates an annual operational shutdown period (inside of the council field maintenance closures) for essential administrative, equipment inventory, and facility cleaning tasks. This critical activity is an operational requirement and should not be reliant solely on volunteer time during periods such as the weeks around Christmas.
- **January:** Training may resume once written permission is obtained from Ipswich City Council. No pre-season (trial) matches are allowed at Briggs Rd and Sutton Park during January without the written approval of the General Manager.

Training

- **Scheduling:** Training days and times are governed by the Ipswich Football Club Football Operations Manual.
- **Field Restrictions:** At Sutton Park, Field 1 goals and 6-yard areas are out of bounds to all teams. Misuse of these areas may result in a one-week team ban.
- **Heavy Use:** During training, all shuttles and running exercises must be conducted off the field of play. This practice is essential to maintain the playing surface in optimal condition for matches.
- **Equipment:** All goals and equipment must be returned to their designated areas after use. Failure to comply constitutes a breach of the Coach's obligations and will result in disciplinary action. This may include a formal warning, suspension of duties, or a review of the Coaching Agreement.

Pre-Season (Trial) Matches

- **Field Closure:** The General Manager, Board Member or Ipswich City Council may close fields at Briggs Rd and Sutton Park at any time.
- **Field Shut Down:** No pre-season matches will be permitted between October and January inclusive.
- **Match Organisation:** The club may not organise trial matches but will assist where possible.
- **Location Recommendations:** It is recommended that trial matches be played away due to the priority usage policy of Ipswich City Council and to ensure the field remains in good condition following off-season maintenance.
- **Home Matches:** A maximum of two home trial matches per team at Briggs Rd or Sutton Park is permitted. If organising, a minimum of two consecutive home matches (e.g., Saturday 4 pm & 6 pm) must be scheduled. Single matches will not be accepted.
- **Available Times:** Friday matches are not permitted unless approved by the General Manager.
- **Referee Organisation:** The club will sanction the match with Football Queensland, but there is no guarantee of referee assignment. Referee fees are the responsibility of the teams, not the club.
- **Field 1 Restrictions (Briggs Road):**
 - Briggs Road Field 1 shall not be used for any Pre-Season Matches apart from FQPL Men and Women fixtures.

Revision No: 03	Version Date: 8/12/2025	Document Number: POL-010	Doc Owner: General Manager	Doc Approver: Ipswich Football Club Board	Page: 2 of 3
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- For designated "Club Days" (e.g., FQA Boys & Girls), Field 1 may be used, but all available capacity on Field 2 must be fully utilised before scheduling matches on Field 1.
- **Match Day Scheduling:**
 - To minimise volunteer strain and maximise efficiency, matches scheduled on the same day must be consolidated. Avoid scheduling matches with long gaps (e.g., 9 am, 11 am, 1 pm, etc.).
 - During FQPL match times, Field 2 should be utilised concurrently to accommodate other fixtures and compact the overall day.
- **Canteen and Bar Operations:**
 - The full operation of the Canteen and Bar may not be available during pre-season match days.
 - This limited operation is necessary due to the potential for large gaps (weeks) between matches, which can lead to stock expiring, increased waste, and prolonged volunteer commitment.

Procedure for Trial Matches

- **Proposed Match:** The coach must email the proposed match details to the opposition to maintain a written record.
- **Match Details:** The coach should email the match details to TD@IpswichFC.com.au
- **Approval:** The General Manager will verify that the proposed match complies with this policy.
- **Sanctioning:** The TD will sanction the match with Football Queensland.
- **Notification:** The TD will notify the coach(es) once the match is approved.

All Matches

- **Setup:** The first team to play is responsible for setting up the fields.
- **Cleanup:** The last team to play must pack up the field, including goals, corner flags, and bins.
- **Change Rooms:** The last team must ensure that both the home and away change rooms are left clean and tidy.
- **Club Shop:** The Club Shop may not open for some matches and will not be open for one match.

Review and Compliance

Policy Review: This policy will be reviewed annually to ensure compliance and effectiveness.

Compliance: Adherence to this policy is mandatory for all ground users to ensure fair and proper use of facilities. Failure to do so will result in a Club Show Cause Notice.

Revision No: 03	Version Date: 8/12/2025	Document Number: POL-010	Doc Owner: General Manager	Doc Approver: Ipswich Football Club Board	Page: 3 of 3
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