

# Newsletter

The Voice of Britain's Racehorse Trainers



## AGM report

Thank you to all the trainers who came to the AGM. Simon Bazalgette's presentation supported by Jockey Club Racecourses Chief Executive Paul Fisher, appeared to answer many questions from the floor about the plans for Kempton Park Racecourse. The truth is that the potential development is barely off the starting blocks so much of the likely course of events remains unknown and it is too early certainly for the NTF to declare a formal position in favour or otherwise.

On the other hand the AGM and the Council meeting earlier in the day enabled us to illustrate the variety of impacts the plans would have on trainers in different regions. This dialogue will continue and Simon Bazalgette is open to further meetings with groups of trainers around the country. If you were unable to come to the AGM and would be interested in one of these meetings, please let us know.

In other news from the AGM, a second one-year term as President was confirmed for Seamus Mullins. There will be a new line-up of regional representatives in the South East with the election of Roger Ingram, Di Grissell and Suzy Smith, while Jamie Snowden has been elected to the Council as a South West representative.

## New Employment Manual is an essential guide

With over 50% of the calls coming into the NTF relating to employment, it is not surprising that we go to immense lengths to compile our bespoke Employment Manual for trainers and that it is a flagship publication for the NTF.

As a member, you will have received an updated edition in February. If you have not received your copy, then please ring the NTF office.

The revised manual contains all the familiar information on recruitment, the start of employment, the employment relationship, managing problems, disciplinary procedures and disputes, family rights, termination of employment, redundancy, fitness for work and sickness, dignity at work and equality. There are some new sections to help you manage your business including a more comprehensive staff sickness absence policy and advice on safeguarding, along with a safeguarding policy. If you plan to introduce new policies into your business, you should do so after consulting your staff and communicating the new policies to them.

The online version of the manual is now in one continuous pdf file with hyperlinks for easy navigation through the 24 chapters. There are instructions on the website for using the new online guide.

The NTF/NASS wage agreement (Memorandum of Agreement) is in the manual (Chapter 1, page 23) but for ease of access, it is available as a separate document in the Employment Manual area of the website. See the link "Racing Industry Minimum terms and conditions of employment".

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## National Trainers Federation

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We advise keeping the manual close to hand and making it your first reference point when taking decisions affecting your staff. It has been written specifically with your business in mind so we hope it answers any questions that arise. Of course we are always here to help directly should you need to pick up the phone and talk a matter through. It's better to take your time to take the right action rather than act hastily and run into problems that may be expensive.

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## Communicating with you

As a membership organisation, we regard communication with you as a cornerstone of our service. As well as this bi-monthly printed newsletter, we send members a weekly email news update and provide an online new archive with easily navigable categories on the **ntfmuse** website. You can register to receive notifications of new articles added to **ntfmuse** by going to the website (<https://ntfmuse.wordpress.com/>). Click on the "Follow" button in the bottom right of your screen and insert your email address where indicated. Originally, we intended ntfmuse to be a forum for us to interact with members online. If you want to post comments to generate discussion with us and fellow trainers, we would be delighted.

Our main website, [www.racehorsetrainers.org](http://www.racehorsetrainers.org), where members have access to a wealth of information including advice sheets, standard templates forms and contracts, and the online Employment Manual, is currently undergoing a redesign. We look forward to bringing you the revised version later in the year.

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## New look Plus 10 set for 2017 flat season

The Plus 10 bonus scheme, which has paid more than £8 million in bonus prize money to owners and breeders in just two years, is all set for the new flat season, with an anticipated 600 opportunities to win a £10,000 bonus this flat season.

A recently approved rule change, which was announced in December 2016, will see a **limit on the number of bonuses a horse can win**. From 1 April, Plus 10 horses will be able to win one £10,000 bonus. In the event a horse which has already won a bonus is successful in further Plus 10 races, a bonus will not be paid.

The rule change is the result of the success of the scheme and changes to the two-year-old race programme. In 2016, Plus 10 recorded a 10 per cent uplift in the number of qualifying two-year-olds, while large field sizes in Plus 10 races led to races being divided due to declared runners. A number of racecourses also responded to demand for Plus 10 by lifting prize money to upgrade races to qualify for a bonus.

This has resulted in an expansion of the scheme from its original size of 550 races – upon which the budget was based – to 600 races.

With further racecourses exploring options to upgrade races to qualify for a bonus, the potential for more races to divide and the impact of many more novice contests for two-year-olds, the Plus 10 committee has made the change to ensure the scheme can continue to operate successfully within its available resources.

Of the 769 horses which won a bonus during 2015 and 2016, just 6 per cent of these horses went on to win a second or third bonus. When looking at the total pool of potential Plus 10 winners from each foal crop, just 0.8 per cent won multiple bonuses.

As a truly joint scheme, which recognises the significant links between the British and Irish industries and supports those operations which operate across both countries, the rule change will also apply in Ireland.

## Trainers' explanations about going suitability

Several trainers have contacted us about stewards asking them to explain why they are running a horse on particular going. This is usually when the trainer had said the horse in question wasn't suited by that going on a previous occasion. We have spoken to Paul Barton, Head of Stewarding, who has provided some background to the policy.

If a trainer considers that the going has materially affected his/her horse's performance, and he/she reports this to the Stewards, then this explanation is recorded and published on the BHA website. This is a requirement under Rule (C)34. It may be that this explanation is reported as a result of the trainer having been approached by the Stipendiary Steward, following a disappointing performance. The trainer is often then asked to clarify what ground the horse would prefer, which allows the trainer the opportunity to give his/her opinion on whether, in the case of good ground for example, he would prefer the ground to be slower, or faster in future.

These reports, as well as being a requirement under the Rules of Racing, also give the trainer the opportunity to explain the reason for his/her horse's poor performance to the general public. Trainers probably don't realise that the BHA receives a regular flow of enquires asking, amongst other things, why a trainer chooses to run a horse on going which he/she has previously reported did not suit. In the interests of openness and transparency, trainers should expect to be asked by the Stipendiary Steward prior to the race, why they decided to do this so the information can be published on the BHA website.

## Stalls assessments give you the edge

This is the ideal time of year to book in for a pre-race stalls assessment. The assessments have the benefit that the starters get prior knowledge of any horse that needs special treatment and can make sure they receive this when they do come to race. The horse may also qualify for a late load without incurring a criteria failure. **They are available for any unraced horse, not just for two year olds.** Booking a pre-race stalls assessment is done in the same way as for stalls tests. Apply to Robbie Supple by email at [rsupple@britishhorseracing.com](mailto:rsupple@britishhorseracing.com) or telephone, office **01327 352879**, Mobile **07771 376326**.

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## Improvements on the way to PASS card system

As a PASS card holder you will have received an email from the RCA reporting the introduction of upgrades to the system. These changes follow representation by the NTF and ROA and a meeting of all three parties.

Registered owners or nominated partners can now allocate all of the available badges to guests rather than the allocation being divided across the partners. Where one partner has allocated all of the badges in advance, the other partner(s) will be able to see the allocation details. If badges are not allocated in advance, they can continue to be collected at the gate by either partner.

From 21st March, the system also allows multiple card holders to share email addresses for access to the online service.

Of more direct relevance to trainers, the RCA email confirms that one of the next upgrades will be to allow owners to delegate their badge allocation to a third party. This was the NTF's main objective following feedback from members as it will reflect the common practice before the new PASS cards were introduced.

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## Calculating days in training for eligibility to race

Schedule (B)3 requires that any horse must have been in training with an appropriately-licensed trainer for the fourteen clear days before the day of a race. The BHA has created an online calculator so you can check from what date the horse may race by inputting the date on which the horse arrived at your yard in the calculator. Go to the Rules and Guides page in the Resource Centre on its website and click on the Schedule(B)3 Calculator link.

Alternatively, if you have a specific race in mind, you can enter the date of the race in the second part of the calculator and be told the latest date by which the horse must arrive at your yard.

If you have any questions please contact Disciplinary on 020 7152 0120 or [disciplinary@britishhorseracing.com](mailto:disciplinary@britishhorseracing.com)

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## Encouraging horses at the start or to go to the start is prohibited

From time to time trainers are fined for a breach of Rule (B)42.4 where the trainer or trainer's representative has encouraged a horse to start or to leave the parade ring by waving their arms or waving a lead rope, regardless of whether or not the lead rope made contact with the horse. The rule relates to misconduct at the start but is applied to include going to the start.

The schedule referred to in the rule specifically states "Under no circumstances will the Trainer or his representative be allowed to encourage his horse, physically, verbally or using any other means to leave the stalls (or to jump off in a race not from stalls)." The standard fine is £140 (a Band B penalty), which rises to £280 and £560 for a second and third offence over a rolling 12 month period. A fourth offence would lead to a referral to the Disciplinary Panel. Trainers should ensure that their raceday staff are aware of the rule to avoid inadvertent breaches.

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*“ The standard fine is £140, rising to £280 and £560 for a second and third offence... ”*

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## Introducing the NTF Lycetts Team Award

One of the key challenges facing trainers and British racing is the attraction and retention of skilled stable riders and grooms. In partnership with Lycetts, the NTF has created a new award to encourage modern employee management practices that attract and retain talent.

Following success on the racecourse, it has become the norm for trainers to acknowledge the team effort that brought about that success. Team Champion aims to identify the building blocks of that team success, encourage wider adoption of those ways of working and celebrate the stables that do it well. Furthermore, the award will:

- 1) Support current examples of good practice and improvements to the way people are managed on training yards
- 2) Demonstrate the positive results of doing so through a team that works well together.
- 3) Spread the message about safe and optimal working practices
- 4) Demonstrate to the world outside racing that for anyone who wants to work with horses British racehorse trainers provide the best jobs, the most rewarding jobs and best supported jobs anywhere in the equine sector.

The method of assessment is subject to further discussion with NTF members. We envisage the judging criteria will comprise two categories:

- A. Employee engagement
- B. Risk mitigation

Lycetts were keen to be involved because implementing safe working practices requires teamwork and one of its outcomes is to protect your businesses against increasing insurance costs. As a prize for the winning stable, Lycetts will fund an item (for example infrastructure or equipment in the yard) from which all would benefit. The item will be chosen by the trainers and staff at the outset of the competition and therefore all will aspire to winning.

Having launched the concept of the award at the AGM in February, we are now consulting members on the detailed judging criteria and assessment. Once these are finalised, we will provide a timeline for nominations with the goal of announcing the first winner at our AGM in February 2018 and annually thereafter.

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## National Living Wage and National Minimum Wage

The National Living Wage and National Minimum Wage both increase in April this year but these increases do not result in any change to the rates in the National Joint Council for Stable Staff. The accommodation offset remains at £6 per day/£42 per week and is not increasing in April.

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### Renewal premium for Death in Service Benefit:

The new Death in Service policy begins on the 1st April and for the last two years the premium has been paid out of the available funds carried over from previous years. Having reduced the surplus, a charge must be resumed for 2017/18 and this will be a minimal £10 per paid employee. Details of the new policy for 2017 for the Death in Service benefit will be sent to each employer.

### Hourly pay for time away racing from 1st April

A reminder that from 1st April 2017, the hourly rate for time away racing outside normal working hours increases to £7.60 for all employees regardless of age or experience. This was agreed as part of the 2016 pay negotiations with NASS and is already illustrated in the current Memorandum of Agreement. You can access this on the Careers in Racing section of our website without having to log in as a member.



## Increase to Statutory pay rates

### Statutory Maternity and Paternity Pay

On 2 April 2017, the rates of statutory maternity pay, statutory paternity pay, statutory adoption pay and statutory shared parental pay will go up from £139.58/w to £140.98/w (or 90% of the employee's average weekly earnings if this figure is less than the statutory rate).

The rates increase in line with the consumer price index and as there was a fall in the CPI to the year to September 2015, these rates have been frozen since 5th April 2015 until this year's increase.

### Statutory Sick Pay

The rate of statutory sick pay is also increasing from £88.45/w to £89.35/w. This increase is expected to occur on 6 April 2017.

To be entitled to these statutory payments, the employee's average earnings must be equal to or more than the lower earnings limit.

The lower earnings limit is increasing from £112/w to £113/w in April 2017

### Redundancy pay

The maximum amount of statutory redundancy pay and the limit on the amount employment tribunals can award for unfair dismissal increase from 6 April 2017.

Employers that dismiss employees for redundancy must pay those with two years' service an amount based on the employee's weekly pay, length of service and age.

The weekly pay is subject to a maximum amount. From 6 April 2017, this is £489, increasing from £479. This means that the top award of statutory redundancy pay also increases to £14,670 from £14,370.

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## Duty to look after inexperienced workers

Looking after less experienced workers as they develop through their career in racing is vital to retention. Young workers aged 16 and 17 are restricted to a 40 hour week with a 30 minute rest break if they work for more than 4.5 hours. Once the employee reaches the age of 18, the 48 hour working week limit applies with the ability to opt out of it and the rest break requirement changes to 20 minutes if working more than 6 hours. Further information on working time is set out in the BHA Health and Safety Red Book.

This change to longer worker hours needs to be managed carefully, particularly where the employee is still an improver or developing their skills – the employee may still not have reached physical or psychological maturity and may not have the confidence to speak out if they feel they do not have sufficient skills or training to do a particular job. An inexperienced worker may not take risks in the work place seriously enough and inexperience or over tiredness could lead to a mistake. One way an employer can be aware of issues in the work place is to have regular job chats with their employees and there is advice upon this in the new NTF Employment Manual and/or have a mentor in place who the employee is comfortable talking to about any concerns they have. Trainers are also advised to look at their health and safety policies and risk management polices with specific regard to inexperienced or young workers to ensure that good practices are in place.

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*“...change to longer working hours needs to be carefully managed...”*

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## Offers of work experience key feature of recruitment strategy

The recruitment strategy agreed by industry stakeholders regards the provision of work experience as a crucial element in attracting young people into a career in racing. The NTF strongly supports this approach but we know that many trainers are wary of allowing very inexperienced people on to their yard.

We have produced a helpful guide to work experience and you can access it on our website under Information/More Employment Information. Go first to the link “Work Experience”, which will help you understand all the points to consider.

Work experience is open to students in their last two years of compulsory schooling or students taking post 16 courses as a study placement. It is unpaid, although employers can assist with travel costs and meals. Emphasis is on the learning aspect of the experience. It may be a block of work experience, say a week or two weeks, or an extended work placement over a period of weeks for a study placement.

A clear agreement should be in place between the employer, school (or local education authority) and parents. If you are in any doubt as to the status of the placement, then it is important that you check with the school or local education authority. This is particularly important if the person is aged 16 – 19 as, if they are not on a course which allows them to undertake work experience, their status may be a worker and therefore entitled to the National Minimum Wage and other employment rights.

The other links in this section on our website are to an induction template and, very importantly, a safeguarding policy. This is essential guidance on the legal obligation to protect young people and vulnerable people.

To reassure you on the health and safety implications, check out the Health and Safety Executive’s ‘Cutting Through the Bureaucracy’ web page. The employers’ page explains that in relation to health and safety, you treat work placements no differently to other young people you employ and your existing liability insurance should cover you.

If you need more advice, contact Dawn Bacchus at the NTF office. Also, we are keen to build up a list of trainers who are willing to provide work experience; if you are, please contact Shelley Perham at [s.perham@racehorsetrainers.org](mailto:s.perham@racehorsetrainers.org).

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*“Emphasis is on the learning aspects of the experience”*

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## Checking an employee’s right to work in the UK

We are often called for advice on whether a particular person has the right to work for a trainer in the UK and we thought that trainers may find the following website helpful – it is the Government’s employer checking service for the right to work.

<https://www.gov.uk/legal-right-work-uk>

This walks you through a number of questions about the documentation the potential

employee has and then advises whether or not the person has the right to work for you. In certain circumstances it may advise that you need to make an application to the Home Office for confirmation as to the right to work.

At the NTF office we are, of course, more than happy to discuss right to work queries but where you already have documentation from the prospective employee, the above website is an easy way to get confirmation.



## Jockey licensing and training to be enhanced from 1st April

The BHA has announced a significant overhaul to the jockey licensing and training process, with changes taking place from 1st April 2017. The new approach is designed to produce an enhanced training and development strategy through the jockey licensing framework and is the result of more than three years of work following the establishment of a BHA and stakeholder review group in 2014.

The aim of these changes is to better equip jockeys with the necessary technical skills as they progress through the early stages of their career and to meet their personal development needs. The enhancements are also designed to address the present situation in which racing is spending considerable resource training individuals who may not be successful. Too many jockeys also mean reduced opportunities for riders who might make the grade. Currently 30 per cent of licensing course attendees do not ride a winner and 88 per cent do not ride out their claim.

The 2014 review concluded that more rigorous entry criteria should be agreed for aspiring jockeys and that the number of training places be restricted, in order to ensure that the most suitable applicants entered the process on a consistent basis. As a result, all prospective applicants will have

to pass a pre-licence assessment before being considered for a place on the main apprentice/conditional course.

The existing apprentice/conditional licence courses will also be extended from five to ten days to provide attendees with detailed training on the wide variety of skills required to be a professional jockey. The BHA acknowledges that the longer licensing course will have an impact on the day-to-day running of some yards although this should be viewed against the overall benefit to the sport of having better, more successful, healthier jockeys.

To some extent, the impact of a longer licensing course will be offset by the reduction in length of the continuation and advanced training offered to selected jockeys. This was five days but will be reduced to a single annual training day delivered regionally alongside the Jockey Coaching Programme.

The NTF participated in the early stages of the consultation and development of the new arrangements. We believe the objective of increasing professionalism is sound and the pre-assessment should overcome problems there have been with aspiring jockeys expecting to be put forward for a licence before they are ready.

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## Claim form for RIABS

When making a claim on RIABS in the event of an accident at work on and after the 1st April, please use the Claim Form dated 1 April 2017 to 31 March 2018 which will be available here <http://www.racehorsetrainers.org/em/riabs.asp>

Trainers must comply with the agreement to pay full pay for the first four weeks after an accident that happens either at work or when travelling to and from the normal place of residence and work. RIABS will reimburse the trainer the difference between Statutory Sick Pay and the employee's normal net weekly wage to the maximum amount (currently £300) after the first three days. These four weeks at full pay allow time for the paperwork involved in making a claim to be completed and the administrators of RIABS time to process to make the payment without the employee suffering any financial hardship. Therefore, it is in everyone's interest to make the claim as soon as possible after the accident, preferably before the claimant leaves hospital or the local vicinity if going home to recuperate.

## Important success in ‘business rates’ test case

As reported in NTFWeekly in March, we are delighted that the Upper Chamber (Lands Tribunal) has determined in favour of Philip Hobbs in the rating appeal concerning his all-weather gallops. This success establishes a vital point of principle about the valuation of All-Weather gallops at racing stables outside the main training centres. It confirms that the value must reflect the location and overturns an earlier Tribunal case that decided the value should be the same across the country because the cost of installing was roughly the same.

The decision will lead to significant savings for many trainers, particularly those in more rural areas, and rebates for some. The decision will also help appeals against the 2017 valuations, which currently include a value for all weather gallops at the same rate regardless of location or surface.

The NTF was instrumental in sourcing legal and professional advice and ensuring that the cost of proceedings would not be a deterrent in establishing the correct valuation method.

The appeal for Philip Hobbs was a test case to challenge the VO approach. The appeal was heard in London in December. Bill Simpson FRICS acted as Expert Witness with Cain Ormondroyd from Chambers acting as Counsel. The VO has also agreed to pay the costs incurred.

The effect of the decision:

1. The current 2010 Rateable Values for yards with their own all weather gallops should be reduced in the majority of cases, in proportion to the value of the stables, so those in more rural areas will benefit most.
2. With reduced Rateable Values some smaller yards may drop into the threshold for Small Business Rate relief (currently £12000 RV).
3. The 2017 Rateable Values for yards with All-Weather gallops should be reduced by the Valuation Office but if not, the decision will be precedent for appeals.
4. The decision to agree with regional variations in value will help negotiations on the values for equine pools, covered rides and other ancillary items.

To benefit from a reduction in RV on the 2010 rating list, an appeal should be made within six months of the date of the Upper Tribunal decision, which was 27th February. We have been told that any rebate can only be backdated to April 2015.

For advice about lodging an appeal, you should contact Christopher Marriott, the NTF’s specialist adviser, at Marriott’s Property LLP, T: **01367 242422**, email: [christopher.marriott@marriotts.co.uk](mailto:christopher.marriott@marriotts.co.uk).

In further news on the wider issue of 2017 Rateable Values, both Christopher Marriott and Bill Simpson, working in collaboration, are negotiating with Valuation Officers in different parts of the country. A database of rental evidence provided to the NTF by trainers and the BHA indicates a significant reduction in values from the draft basis adopted by the VOA for yards in some areas. We will bring you more news as this progresses.

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## Important tax year information for employers on GOV.UK

- Form P9X (2017) provides information about tax codes to use from 6 April 2017
- Previously provided Scottish Income Tax Rates have been revised and received Scottish Parliamentary approval.
- Tax rates and thresholds for 2017 to 2018 can be found at this link:  
[www.gov.uk/guidance/rates-and-thresholds-for-employers-2017-to-2018](http://www.gov.uk/guidance/rates-and-thresholds-for-employers-2017-to-2018)
- Help with finishing the old tax year 2016 to 2017 can be found at  
<https://www.gov.uk/payroll-annual-reporting>
- Employer Bulletin February 2017 Issue 64 contains information about sending in your final submissions for the tax year, an article on how HMRC will make automatic adjustments to PAYE coding changes as they happen and tell employers how they can register with the new Apprenticeship Service.



## Sales companies to work with RoR to promote horses to the sport horse market

A key objective for Retraining of Racehorses (RoR) is to facilitate the movement of horses in training, or recently left training, to a suitable new home and a life after racing; the charity is pleased to report progress on this front.

RoR has been working hard to help trainers and owners move horses on quickly and efficiently. Having discussed this with individual trainers and having attended some NTF regional meetings, it's clear that many trainers favour using the auction houses, provided suitable buyers are there.

RoR has spoken at length with the sales companies and is pleased to report that following a recent meeting with Edmond Mahony and Richard Botterill, Tattersalls Ireland Ascot Sales have agreed to work with RoR.

In partnership with RoR they will actively promote their relevant sales to those owners and riders in various equestrian disciplines who have a track record of success with thoroughbreds.

Richard Botterill said: *"Tattersalls Ireland Ascot Sales are delighted to be working closely with RoR to increase the awareness of the racehorse's adaptability to enter alternative equine sport."*

*"Ascot Sales has over the years recorded many success stories in this area and provides an ideal platform to create greater awareness of the opportunities for professional producers and riders to further the thoroughbred's career outside of racing."*

The first such sale that to be promoted in this manner is the next Ascot sale on 23rd March and going forward owners and trainers will know in advance which sales will be promoted with RoR and can enter suitable horses accordingly.

Also, trainers should be aware of other opportunities to find horses a new home. There will be an option for people to sell their retrained racehorses during the RoR National Championship Show held at Aintree at the end of August and something similar is likely to be trialled at the RoR polo challenge in July.

The aim is for all us within racing to work together to increase demand and provide a commercial market for these adaptable horses following their retirement from racing.

*"...trainers will know in advance which sales will be promoted with RoR..."*

## A good deal on private medical cover for NTF members

The Right Mortgage & Protection, a leading UK insurance broker, provides NTF members and their staff and families with Private Medical Insurance, Life Cover & Critical Illness Cover.

The Right Mortgage & Protection has access to memberships, rates, discounts and offers from all the leading UK providers, some of which aren't available from the insurers directly.

If you already have these types of insurance Tim Francis would welcome the chance to find you more cost effective memberships as people are often paying more than necessary. Alternatively, you may not have any cover at present. For quotations and further information please contact Tim Francis at [tim.francis@therightmortgage.co.uk](mailto:tim.francis@therightmortgage.co.uk) or **07785 921234**.

## Code of Conduct will apply to syndicates in the Spring

The BHA has announced the launch of a Syndicate Code of Conduct to promote transparency and ensure that syndicate members are better protected and informed when entering into syndicate ownership.

The Code does not define the way that syndicates should operate but highlights a number of basic requirements that all syndicators will need to ensure are met. It will be the first time the Rules of Racing will include specific protection for syndicate members and it is hoped this will improve the confidence of prospective and existing owners in the syndicate market.

The requirements stipulated by the Code include the provision of a syndicate agreement in which details relating to the duration and costs of the syndicate are all outlined along with how decisions should be made and when financial statements will be circulated.

The Code will be incorporated into the Rules of Racing when the modernised registration structures are introduced in spring. These new structures, part of a package of reforms set to simplify the administration of racehorse ownership, will reduce the number of

ownership types to five and, for the first time, accommodate the registration of syndicates.

During the consultation about the Code, the NTF was keen to ensure that trainers running syndicates were not unduly affected by a code that had third party syndicators as its primary objective. If a trainer organises a syndicate from people within their yard, or their friends and family, and does not to charge a management fee, the Code will not apply. It is also the case that joint ownerships that are not registered as a syndicate (e.g. partnerships) are not covered.

The BHA aims to ensure that both new and existing syndicates comply but there will be a period of grace between the Code being launched and when syndicates will be required to adhere. The Code was released alongside an extensive FAQ document; you can find this in the Ownership section in Resource Centre on the BHA website.

We are working with the ROA on a template syndicate agreement and this will be available for trainers who are operating syndicates that come under the requirement for an agreement.

## ROA Trainer Pack

The Racehorse Owners Association (ROA) is launching a brand-new resource for trainers and their office staff, the ROA Trainer Pack. The Pack has been created in response to feedback collected from current and previous owners through last year's National Racehorse Owners Survey, a joint project between the ROA and the BHA. One of the key findings of the survey was that a poor trainer experience is second only to inconsistent racecourse experience as the top reason for owners leaving the sport. The ROA plans to tackle this head on by supporting trainers to deliver the best possible ownership experience for all, thus keeping owners involved in racehorse ownership for longer.

It is hoped that the information contained within the ROA Trainer Pack will be referred to by trainers and their office or senior staff when dealing with enquiries from new or existing owners on anything from owner registrations, sponsorship and VAT to leasing a horse for a day and having a runner abroad. Over time new chapters will be added and previous ones will be updated or amended as information and processes inevitably change. An online version and supporting documents will also be accessible to all at [roa.co.uk](http://roa.co.uk).

All NTF members will shortly receive their pack. If you would like to request any additional copies for your team, or if you have any feedback on the contents, then please email Chloe Martin on [cmartin@roa.co.uk](mailto:cmartin@roa.co.uk).





## Appointments to the Disciplinary Panel

Former jockeys and trainers are among those eligible for appointment as new Disciplinary and Licensing Panel members and chairmen. His Honour Brian Barker, C.B.E. QC, the newly-appointed Judicial Panel Chairman of the BHA's quasi-judicial panels, has been conducting a search for Panel chairmen and members, who will play a key role in upholding the integrity of British racing by being responsible for holding enquiries under the Rules of Racing, hearing appeals against the BHA's racecourse Stewards' decisions and, where appropriate, imposing penalties in accordance with the Rules.

The opportunity to become a member of the enlarged Disciplinary and Licensing Panel has been opened to anyone with relevant expertise, whatever their background. Legally-qualified chairmen are also being sought.

A review of the structure, composition and operation of the BHA's Disciplinary Panel, Appeal Board and Licensing Committee by independent expert Christopher Quinlan QC stated that the BHA's current disciplinary system is legally robust and fair, but a number of recommendations were made which Mr Quinlan considered necessary to bring the BHA's approach in line with best practice in sports governance and to increase confidence among participants and stakeholders.

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## Regulation deadlines

### 🛡 Pension auto enrolment staging dates\*

– **1st June 2015 to 1st April 2017** for businesses with fewer than 30 employees.

Date for each business depends on last two letters of the PAYE reference

– **Up to February 2018** for businesses started since April 2012

**\*Number of employees in PAYE scheme at April 2012. It is essential that you check your staging date on the Pension Regulator website using your full PAYE reference.**

🛡 **1st April 2017** – pay rate for time worked away from the yard outside normal working hours, increases to £7.60 per hour for all workers, regardless of age or experience.

🛡 **2nd April 2017** – statutory maternity pay, statutory paternity pay, statutory adoption pay and statutory shared parental pay increases from £139.58/w to £140.98/w (or 90% of the employee's average weekly earnings if this figure is less than the statutory rate).

🛡 **6th April 2017** – statutory sick pay is increases from £88.45/w to £89.35/w.

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## Mandatory training for employees under 19 years

Manual (C) Schedule 2 states that a Licensed Trainer or Permitted Trainer must ensure that all stable employees under 19 years of age join the industry Stable Staff Training Programme and participate in training delivered by the British Racing School, the Northern Racing College, or any other training Provider approved by 1st4Sport to offer Level 2 Diploma in Work Based Racehorse Care. Haddon Training, [www.haddontraining.co.uk](http://www.haddontraining.co.uk), is the only other training provider approved by 1st4Sport.

As young people are now required to remain in education or training (including being on an apprenticeship) until they are 18 years old, the BHA is now starting to enforce this rule. They will shortly be contacting trainers who records show haven't registered staff on an appropriate training course. Trainers are asked to do this within a month of being contacted.

## Guidance on intra-articular administration of corticosteroids

There have been a number of positive post-race samples caused by intra-articular administration of corticosteroids when the treatment pre-dated the much-quoted 14-day stand-down period.

As we have advised before, the 14-day stand-down is not a withdrawal or detection time. It was introduced to harmonise with other racing jurisdictions following some welfare-related scientific evidence.

In March, the BHA published a notice in the Veterinary Notices and Policies section on its website drawing trainers', vets' and other participants' attention to its advice regarding the intra-articular administration of corticosteroids. The notice explains why a single detection time cannot be easily ascertained for intra-articular corticosteroids and that the site of administration, dose and specific joint treated will affect excretion times.

Clive Hamblin, our Veterinary Adviser, in conjunction with veterinary colleagues, has produced guidance for trainers to help avoid positives. This guidance is available on the NTF website in the Veterinary section on the Information tab. Key points are:

- The choice and dose of corticosteroid used for treating a condition has a major bearing on the post injection detection time, as indeed does the site of the injection and whether it is a single injection or a repetitive therapy. Inclusion of other intra-articular therapies (e.g. Hyaluronan) may also have an influence on the detection time of the corticosteroid.

- The granular presentation of most corticosteroids means they may release the active principle over a longer period if the granules are enveloped by tissue within the joint or outside it, and hence produce a detectable level of the drug beyond the time expected.
- The site of injection is important along with accuracy of the injection technique to ensure that the product is infiltrated into the joint fluid and not into other structures that might lead to slow release and a future positive sample.
- Dosage would appear to be significant as well. A total maximum dose of 20mg Triamcinolone, even with multiple joints being injected, would appear to be sound advice.

The BHA also published a note on the Equine Anti-Doping Manual Penalties Provisions. This explains the BHA's strict liability approach and that under the rules, a penalty is mandatory should the Disciplinary Panel accept that the probable source of a positive finding is as a result of an administration of a medication to the horse in question and the prohibited substance was administered intentionally.

To avoid a positive when considering this treatment, you should take extreme care and discuss all the risk factors with your vet. If in any doubt, you should consider using the elective testing regime before running a horse after administration with this medication. See the article about this in the January February newsletter.

## NTF Meeting Dates

Region	Date	Location
North	Monday 26 June	TBC
South West	Monday 3 July	Taunton Racecourse
West Midlands and Wales Region	Monday 17 July	Wolverhampton Racecourse (before racing)
Central South	Monday 24 July	Oaksey House, Lambourn
East	Tuesday 25 July	Rowley Mile Racecourse
South East	TBC	TBC
Council and Committees	Monday 7 August	BHA, London



## Rule changes taking effect in April

### Notifying horses' performances abroad

With effect from 1st April 2017, there is a change to the notification deadline for horses' performances abroad.

On each occasion when a horse trained in Great Britain has run in a race outside Great Britain and Ireland, the trainer must notify The Racing Calendar Office of the details of its racecourse performance. The current Rule (C)19 theoretically means that if a horse runs in France and then runs in Britain within 48 hours, the French performance needs not be notified until the horse is at the start of the race in Great Britain.

From April, instead of notifying "within 48 hours or before the horse next runs in Britain", the requirement is within 48 hours of the horse's return to Great Britain, or if **the horse has an entry for a race in Great Britain within five days of its return, as soon as reasonably possible after the horse's return to** Great Britain.

### "Poor jumpers" – Rule (C)66 and Schedule (C)8 –

The current wording of the Schedule is too prescriptive, making the Stewards on the racecourse hold countless unnecessary enquiries, resulting in the same number of pointless referrals. The proposed amendment leaves the power to suspend with Head Office but gives more flexibility to the Stewards to consider each horse's form and behaviour individually: to decide whether or not a racecourse enquiry is necessary and whether or not a referral is necessary. The new wording widens the scope of the rule so that it doesn't just cover horses in jump races.

The BHA has monitored the situation over the past six months and highlighted multiple cases where horses meet the current "threshold" levels but didn't necessarily warrant an enquiry. There was also one case where a horse didn't fit the criteria of three falls or unseats/five non-completions but it was felt that intervention was necessary before that point.

See Schedule (C)8 for details about the revised assessment procedure for when a horse has been suspended due to its jumping.

### Expanded duties on keeping treatment records

During 2016, a number of trainers had contacted us about a stricter BHA inspections of their medication records. This led to the BHA consulting the NTF on the requirements – contained in Rule (C)13 – for trainers to keep medication records. From 1st April 2017, the requirement for what are now called "Treatment records", are more detailed.

Although this may seem more onerous, they are not dissimilar to the records required by keepers of animals in other regulated activities such as agriculture. Given the very high profile and public interest in doping in sport, we believe the new rules are proportionate.

To summarise, these are the main points to note.

Each record must be made within 48 hours of administration, or if that administration occurs away from the yard, as soon as reasonably practicable after the horse returns to the yard following the administration,

The following minimum information must be recorded:

- registered name of the horse or, if it is unnamed, the registered name of the dam and the year of foaling
- brand name or active ingredient of the Treatment used, date of commencement of any Treatment
- route of administration
- quantifiable dosage of Treatment, e.g. ml/mg. If this changes during the course of any Treatment, this must be made clear in the record
- frequency of administration. If this changes during the course of any Treatment, this must be made clear in the record
- date the Treatment finished
- name of the Person administering the Treatment.

Veterinary practice records that comply with the above will be sufficient provided they are available in the yard and cross-referenced in the Treatment records.



The records for an individual horse must be kept in one format available in one location (i.e. you should not have to locate records in different parts of your premises to provide a complete record for a single horse.)

If a horse is hospitalised, should the records provided by the veterinary practice not comply with the requirements, compliant records must be made available for inspection upon request.

Initially we were concerned that the requirements would necessitate a rewrite of the NTF Medication Record Book. In fact that was not the case, as there is no change to the type of records, only to the level of detail that must

be recorded for each one, and this is possible in the current format of the book.

### **International threshold for cobalt in plasma**

In 2016 the rules of racing were altered to reflect the adoption by the International Federation of Horseracing Authorities of a raceday threshold for cobalt of 0.01 micrograms (= 100 nanograms) total cobalt per millilitre in urine.

From 1st April, a threshold takes effect for cobalt in plasma; the threshold is 0.025 micrograms (= 25 nanograms) total (free and protein bound) cobalt per millilitre of plasma.

## **Dealing with social media abuse**

Recent publicity has highlighted the abuse and harassment suffered by trainers and jockeys on social media. Even though the phenomenon is a fact of life, the distress and anxiety it causes is still real and disturbing to those affected.

The BHA has advised that trainers who receive abusive and threatening messages should not to be drawn into any response and report every single incident for them to record and profile. You should use these contacts details: email [intel@britishhorseracing.com](mailto:intel@britishhorseracing.com) or the general telephone number is **0207 152 0172**.

The BHA will take positive action to deal with those sending threatening abusive messages or posts. If threats are personal and you fear for immediate safety then you should also report the incident to Police.

### **RACING UK**

Don't forget Racing UK has generously offered all NTF members a free subscription for every one purchased. Racing UK shows racing from 34 leading racecourses in the UK – and all in glorious HD. To avail yourself of this offer, please email [trainers@racinguk.com](mailto:trainers@racinguk.com).

### **Auto Enrolment Pensions**

Auto Enrolment applies to all employers.

Do you know your staging date?

Have you notified a contact to the Pension Regulator?

***Don't risk a fine by failing to comply***

**Read the NTF Auto Enrolment Guide on our website and plan your scheme now**



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