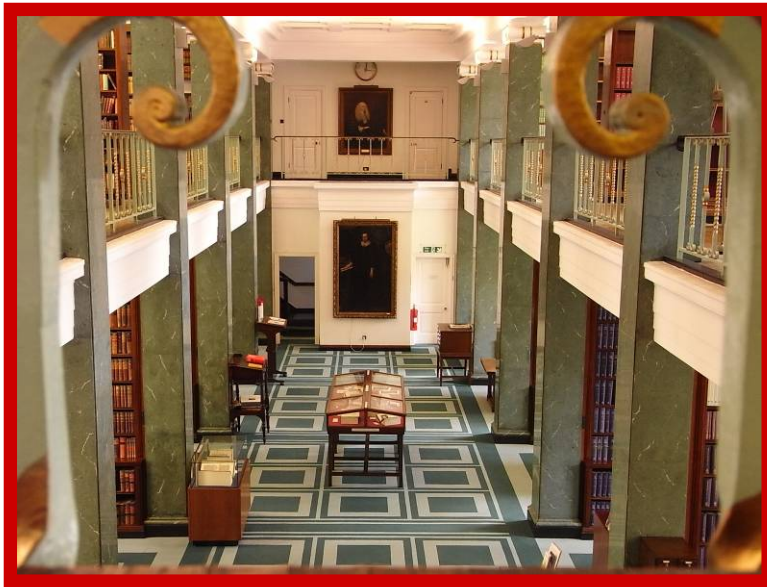




Middle Temple Library Guide *and* **Introduction to Legal Research**





**The Honourable Society of the Middle Temple
The Library
Ashley Building
Middle Temple Lane
London EC4Y 9BT**

Tel: 020 7427 4830

Fax: 020 7427 4831

Email: library@middletemple.org.uk

Library Website: www.middletemplelibrary.org.uk

Middle Temple Website: www.middletemple.org.uk

OPENING HOURS

Legal Terms

Monday – Thursday 9.00 am – 8.00 pm

Friday 9.00 am – 7.00 pm

Every 4th Saturday (on a rota with the other Inns) 10.00 am – 5.00 pm

Vacations

Monday – Friday 9.00 am – 5.30 pm

The library normally closes on all public holidays and for the first 2 weeks of August. Details of forthcoming holidays can be found on notice boards, at the library entrance and on our website.

King's College Library – Chancery Lane

Middle Temple members may use King's College Library at weekends only on production of their membership cards.

Saturdays 9.30 am – 5.30 pm

Sundays 11.00 am – 7.00 pm

Closed: August and first two weeks in September

ACCESS

There is a wheelchair ramp up to the building entrance and a lift to all floors. The basement has a mezzanine floor which is not wheelchair accessible, but library staff will be happy to fetch books if necessary. There are wheelchair accessible toilets on the ground and 4th floors. There is a magnifier and a typoscope available at the Enquiry Desk, and one OPAC on the Gallery has an extra large screen. There is an induction loop at the Enquiry Desk.

LIBRARY SERVICES

Enquiry Desk

The desk is staffed by skilled librarians who are there to help you with enquiries in person, by telephone, fax, or email at: library@middletemple.org.uk.

Library Catalogue

The catalogue may be searched online via our website at: www.middletemplelibrary.org.uk. It also provides a link to the catalogues of the other three Inns' libraries. There are also printed lists of holdings in the library.

Distance Service

Copies of material held in the library can be supplied by email, fax or post. Requests should be faxed to the library on 020 7427 4831 or emailed to documentdelivery@middletemple.org.uk. The request form and a list of current charges can be found on the Inn's website.

Databases

The following databases are available for use in the library:

All England Direct	i-law
Lawtel	LexisNexis
Casetrack	Westlaw
Electronic Immigration Network	Westlaw US
Hein online	

Computer Facilities

There are computer terminals located on each floor. No booking or log-in is required. All terminals are equipped with Internet access and Microsoft Office programmes. USB memory sticks can be purchased at the enquiry desk. Free Wi-Fi is available throughout the main and gallery floors of the library.

Photocopying and Printing

You can print from any terminal to the printers on the main library floor. There are two photocopiers on the main floor and one on the gallery. The charge is 10p per sheet for photocopying or printing.

Overnight Loans

Textbooks are available for overnight and weekend loan to members of any Inn, thirty minutes before the library closes. They must be returned the next working day by 9.30am.

Other Services

There is a coffee/tea vending machine located in the library at a cost of £1.00 per cup. Bottled water (still or sparkling) is also available to purchase from staff at the Enquiry Desk.

Staff

Keeper of the Library	Vanessa Hayward
Library Administrator	Elizabeth Alderson
EU & UK Government Publications Librarian	Gillian Kalitsi
US & Bibliographic Services Librarian	Bernadette Keeley
Systems Librarian	Julian Reckert
Senior Librarian	Renaë Satterley
Stock & Ecclesiastical Librarian	Hilary Woodard

COLLECTIONS

Main Floor – Bays 1 – 108

Textbooks and Loose leafs

The library subscribes to an extensive range of major titles and holds old editions in the basement store. Although the library has material on all areas of UK law, each of the Inns' libraries has subject concentrations. Some of the topics covered at Middle Temple are Employment, Insurance and Shipping law. A list of all subject specialities is included below. Each Inn library also specialises in different jurisdictions:

Middle Temple – EU law, US law

Lincoln's Inn / Inner Temple – Commonwealth law

Gray's Inn – International law

Law Reports

Almost all nominate reports are held, dating back to the sixteenth century, as well as all major modern titles and series for England and Wales such as *Building Law Reports*, *Local Government Reports* and *Criminal Appeal Reports*. The collection is complemented by major digests and citators as well as our database services.

Human Rights

The Human Rights section contains a comprehensive collection of textbooks and reports covering UK, European and international cases dating back to 1955.

EU Law

As one of its specialist collections, the library holds an extensive range of EU law. As well as the Official Journal and other sources of primary European material, there are laws for individual member states, judgments and decisions of the European Court of Justice and other law reports, periodicals and textbooks.

COLLECTIONS

Gallery Floor – Bays 109 - 190

Government Publications

The library holds an extensive range of both historical and modern Government Publications including Hansard for the House of Commons and Lords, Statutes and Bills, Statutory Instruments and Command Papers. Major digests such as Halsbury's Laws and Halsbury's Statutes are found on this floor. The library also holds Local and Private Acts and legislation from the devolved Parliaments of Scotland, Wales and Northern Ireland.

Journals

Supplementing the law reports and textbooks is a range of journals from general publications such as *Counsel* through practical works such as *The Criminal Law Review* to academic works such as *The Cambridge Law Journal*. Also in this collection is a rare complete run of *The London Gazette* from 1665 to date with earlier volumes stored in the basement.

Ecclesiastical Collection

Progressing from its roots as a provider of general education to young gentlemen, the Inn has always maintained good collections of divinity and canon law. The library is a repository for the transcripts of the consistory courts which have been bound into annual volumes. A consolidated index covering 1891 – 2006 provides easy access to cases and is also available on line through the website of the Ecclesiastical Law Society at www.ecclawsoc.org.uk.

Other material

Also on the gallery are the *Dictionary of National Biography* and a loan collection of legal biographies and trials. Other general reference works such as legal directories, the *Bar Directory*, *British National Formulary*, *The Expert Witness Directory* and the *Oxford English Dictionary*, are located on the main library floor.

Molyneux Globes

The Molyneux Globes are one of the Inn's greatest treasures. They are the earliest globes made in England, and the only known pair in existence. The celestial globe was made in 1592 and the terrestrial one (with the latest navigations added) in 1603. They are dedicated to Elizabeth I and featured in David Dimbleby's programme *The Seven Ages of Britain*.

COLLECTIONS

The American Floor – Bays 191-395

US Collection

The Inn has always had strong connections with the United States and now holds one of the largest collections of US law outside of America, dating back to the earliest colonial settlers. This comprehensive collection includes the *National Reporter* series, *West's Digest*, and *Uniform Laws Annotated* as well as a good collection of text books. Law reports are also available on Westlaw US and journal articles on Hein online.

Commonwealth Collection

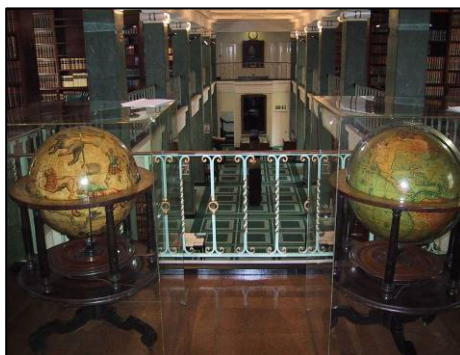
Although material for this specialist area is held by Inner Temple and Lincoln's Inn, the library still collects several of the major series of reports including *Commonwealth Law Reports*, those of New Zealand and some Canadian reports.

International Law

Although this area is covered by Gray's Inn, the library holds a modest collection of textbooks on international law as well as the *International Law Reports*. Many international journals are also available through HeinOnline.

Capital Punishment Collection

This small collection consists of books and other media covering current aspects, and the history of the death penalty around the world. It is available for loan.



*The Molyneux Globes
on the gallery floor*

COLLECTIONS

Basement – Bays B1-B741

Basement

This is where the earlier editions of textbooks are held. You will also find earlier Government publications such as Hansard for the Lords and Commons along with Statutes, Command Papers and legal encyclopædias such as *Halsbury's* and *Atkin's*. On the mezzanine are housed early US State Reports, as well as International law, EU law, Roman Dutch law and biographical material.

If you use material from the basement, there are seating areas where you can study or alternatively, you can bring material up to the other library floors and then leave it with staff who will reshelve it for you.

COLLECTIONS

Sir Louis Blom-Cooper floor – Rare Books and Archive

Rare Books Collection

The library holds a significant collection of rare and antiquarian books dating back to the thirteenth century and is housed with the Archives in secure and environmentally controlled storage. It reflects the library's original purpose of informing members on diverse subjects including law, theology, travel, medicine and philosophy. Robert Ashley's founding collection of 1641 contains many important works including many from John Donne's library, as well as books owned by John Dee and Ben Johnson. The Library runs a sponsorship scheme for the restoration of rare books in the collection. Further details are set out in a pamphlet available in the library and on our website.

Archive

The Inn's archive contains administrative and financial records dating back to 1501 as well as manuscript material relating to its history and members. It offers secure viewing areas and also houses a conservation studio. Enquiries should be addressed to the Archivist Mrs. Lesley Whitelaw l.whitelaw@middletemple.org.uk.

A BRIEF HISTORY OF THE LIBRARY

The library is known to have existed prior to 1540 as archive records show, but was re-founded in 1641 when Robert Ashley bequeathed his collection of books to the Inn. At that time, the four Inns were commonly regarded as the *third university of England* and as well as providing instruction in the law, they were also expected to provide members with a gentleman's education which encompassed divinity, philosophy, arts and sciences.

Since then, the library has been housed in various places around the Inn but its first purpose built home was opened in 1861 by the then Prince of Wales and stood across the garden from the present building. This building was destroyed in 1941 following an incendiary attack. Fortunately, the majority of the books and the Molyneux Globes had already been sent out of London for safe-keeping so only a working library remained.

Following the war, the collections were housed temporarily in two prefabricated houses in Brick Court until the present building, designed by Sir Edward Maufe was opened in 1958 by the Queen Mother. Today, the library houses over 250,000 books.

LIBRARY SUBJECT SPECIALISATIONS

GRAY'S INN	INNER TEMPLE
AIR AND SPACE LAW CONFLICT OF LAWS CONSTITUTIONAL & ADMINISTRATIVE CONSTRUCTION LAW CONSUMER LAW DATA PROTECTION EDUCATION ENERGY LAW ENTERTAINMENT & MEDIA LAW ENVIRONMENTAL LAW <i>FOREIGN LAW (NOT AT OTHER INNS)</i> HIGHWAYS HOUSING LAW HUMAN RIGHTS IMMIGRATION & NATIONALITY INFORMATION TECHNOLOGY <i>INTERNATIONAL LAW</i> LOCAL GOVERNMENT <i>NORTHERN IRELAND</i> PLANNING LAW RATES & COUNCIL TAX SOCIAL SECURITY & WELFARE LAW SPORTS LAW TELECOMMUNICATIONS	ARMED FORCES <i>COMMONWEALTH</i> CORONERS CRIMINAL LAW CRIMINOLOGY CUSTOMS AND EXCISE DEFAMATION FAMILY LAW FOOD AND DRUGS FORENSIC SCIENCE AND MEDICINE INTELLECTUAL PROPERTY LICENSING MEDICAL LAW MENTAL HEALTH PERSONAL INJURY POLICE PRISON LAW PRODUCT LIABILITY PROFESSIONAL NEGLIGENCE ROAD TRAFFIC <i>SCOTLAND</i> SENTENCING
LINCOLN'S INN	MIDDLE TEMPLE
AGRICULTURE ANIMAL LAW <i>CHANNEL ISLANDS</i> CHARITIES <i>COMMONWEALTH</i> COMPANY LAW CONVEYANCING EQUITY AND TRUSTS INSOLVENCY <i>ISLE OF MAN</i> LANDLORD AND TENANT <i>PARLIAMENTARY MATERIALS</i> PARTNERSHIP LAW PENSIONS REAL PROPERTY TAXATION WILLS AND PROBATE	ACCOUNTANCY AGENCY ARBITRATION BANKING CARRIAGE OF GOODS COMMERCIAL LAW COMPETITION LAW ECCLESIASTICAL LAW EMPLOYMENT EQUAL OPPORTUNITIES <i>EU AND MEMBER STATES</i> FINANCE AND FINANCIAL SERVICES HEALTH AND SAFETY INSURANCE LAW INTERNATIONAL TRADE <i>IRISH REPUBLIC</i> MARITIME AND SHIPPING LAW TRANSPORT <i>UNITED STATES</i>

INTRODUCTION TO LEGAL RESEARCH

Finding law reports - hard copy

If the name of a case is known, but not the place where it is reported, there are several ways of finding it. *Current Law* [53-54] is often a good place to start. It covers all sources of law, including legislation, and is comprehensive. The main disadvantage is that it does not go back beyond 1947.

The Digest, formerly *English and Empire Digest*, [55-56] goes much further back, and covers Scottish, Irish, European and Commonwealth jurisdictions. Also very valuable is the *Law Reports Index* [22]. Despite its name, it includes many series of reports other than the *Law Reports* themselves.

Halsbury's Laws of England [177-179] is a useful reference work. It aims to set out all the law, arranged by subject matter, and frequently succeeds in doing this. Lastly, individual series of reports, such as the *All England Laws Reports*, [23-24], have their own indices.

Finding law reports – electronic

The Inn has its own online catalogue – www.middletemplelibrary.org.uk - which displays a list of the specialist legal databases to which the Library subscribes.¹ These vary in their coverage. Some go back to 1865. The location of a case may be found and the text called up by typing the name of the case in the appropriate search box (see below).

Using Law Reports – printed versions

Before 1865, most reports were produced by individual reporters – the nominate reports. The nominate reports vary greatly in quality, and should be used with caution. They are reprinted in the 176 volumes, plus two volumes of indices, of the *English Reports*. These are cited as, for example, 162 ER 478 (vol. 162, page 478). The nominate reports are cited by the initial or abbreviation of the name of the reporter, thus, 1 B & Ad. (Barnewall & Adolphus) or 2 Esp. (Espinasse). Many pre-1865 cases are also reported in the *All England Reports Reprint* series (cited as All ER Rep). These are not held by the Library in printed form, but may be found elsewhere, and are held electronically by at least one database.

Since 1865, the canon has been headed by the *Law Reports*, the semi-official series published by the Incorporated Council of Law Reporting. [18-21]. If a case is reported there, this should be produced to a court rather than a report in any other series. The Law Reports are arranged by reference to each Division of the High Court: Queen's or King's Bench, cited as, for example [1999] 2 QB; Chancery, cited as [2001] 1 Ch.; Family, [2008] 2 Fam. Reports of cases in the former Probate Divorce and Admiralty Division are cited as [1900] 1 P. Because the reports are published in years the number of the year is placed in square brackets. Where, as in the early years after 1865, the volumes succeeded each other without reference to the year the number appears in round brackets, thus (1875) LR 20 Eq[uity] 225. Cases decided in the Court of Appeal appear in the volume in the series for the Division in which the action was originally heard.

Cases appealed from the Court of Appeal to the House of Lords or, now, the Supreme Court, are reported as Appeal Cases, cited as, for example *Pearce v Secretary of State for Defence* [1988] AC 755. The series also contains reports of Privy Council cases, and of decisions by the House of Lords or Supreme Court on appeal from Scotland and Northern Ireland.

The Weekly Law Reports (WLR) are also published by the Incorporated Council of Law Reporting in three or four volumes each year [22]. Volume 1 contains cases judged to be less important, though reportable. The remaining volumes report those which will eventually be in the Law Reports proper. As the name suggests, they appear every week.

¹ Currently these are LexisNexis UK Cases and Journals which includes All England Direct, Casetrack; Hein Online; Lawtel; Westlaw; Westlaw US; E.I.N.; Eur-Lex; European Court of Justice; Official Documents of EU Institutions; Times Online and Times Digital Archive; UN Treaty Series; BAILII; Courts Service; Index to Legal Abbreviations; Libero (N.I. law). These are subject to change, since providers often change the content, or the decision is taken to add or cease to subscribe to a database.

Another major series is the *All England Law Reports* [23-24]. Cited as All ER or AER, they appear weekly in loose parts, and annually in four, or previously, three volumes. They do not pretend to be fully comprehensive, but cover what are seen as the most important or interesting cases decided in courts of any jurisdiction in England and Wales.

Three series are referred to less often. These are the *Law Journal*, *Law Times*, and *Times Law Reports* [27-30]. Of these, only the Times Law Reports is still published. They may, however, contain authorities not reported elsewhere, and reference to them in court is permissible.

Finally, there is a multitude of specialist subject series [45-54]. Mainly published commercially, they cover nearly every conceivable field of the law, including tax (Reports of Tax Cases), commercial and shipping (Lloyds and Lloyds' List Reports), town and country planning (Property Planning and Compensation Reports), and many others.

If a case is not reported in the *Law Reports*, it is permissible to cite the report in the WLR, failing which the All ER may be cited, followed by the specialist series. Printed copies of reports in electronic databases should be avoided if at all possible. Even then, the prudent advocate will proffer them only with an apology and an explanation. A *Practice Direction* on citing reports in court is at [2001] 1 WLR 1001.

Neutral Citation

The invention of the internet and the use by the courts of information technology led at the turn of the twenty-first century, to radical changes in reporting technique. Cases in the House of Lords, Supreme Court and Privy Council are now identified as UKHL, UKSC, and UKPC respectively. Instead of a page number each case is assigned its own number, which appears after the identifying initials, and is followed by the number of the paragraph in the judgment from which the citation is taken. The year of the decision continues to appear in square brackets. Thus, a full neutral citation might be, for example, *South Buckinghamshire District Council v Porter* [2004] UKHL 33[47]. Court of Appeal decisions are cited as EWCA Crim., and EWCA Civ., for criminal and civil cases respectively. In practice the title will invariably show whether the case is criminal or civil. Cases decided at first instance are cited as, say, [2011] EWHC Q.B., Ch., Fam., Admin[istrative Court]., Admlty [Admiralty Court]., T[echnology and]C[onstruction]C[ourt]., and Pat[ent Court]., as the case may be.

European cases

The system for citing cases in the European Court of Justice (ECJ) and the Court of First Instance (CFI) is, if anything, more complicated than the English method. As the name indicates, the CFI is the lower court, and a right of appeal lies from it to the ECJ itself. Decisions of both are reported in the European Court Reports (ECR)[85-101]. The citation consists of a case number, the names of the parties, year, and an indication of where the case is found. An example is Case C [Cours] – 355/90 *Commission v Spain* [1993] I-4221 ('The Santon Marshes Case').

Decisions of the CFI are designated as Case T[ribunal]. The roman numerals indicate volume numbers (I for the ECJ; II for the CFI).

There are also commercially published series of European law reports such as the *Common Market Law Reports*, published since the early years of the EEC, now the EU. *Butterworths European Case Citor* and *Service* is a useful guide to the European cases.

The European Court of Human Rights [70-74] is not to be confused with the ECJ. The former was created by the European Charter of Human Rights, and the latter by the Treaty of Rome. Until 1995 decisions of the Court of Human Rights were issued in Publications of the ECHR, Series A: *Judgments and Decisions*. Since then, Sweet & Maxwell have published EHRR in annual volumes. They are cited as, for example *Hatton v UK* (2003) EHRR 28 (night flights from Heathrow airport disturbing local residents).

European Law is a major specialty of the Library's collection.

Online law reports

The Library subscribes to various specialist commercial services, and these, together with others, many issued by government departments, can be accessed through the Library home page (see above).

Between them, these databases give access to most of the series of reports already described, as far back as 1865. However, each is not comprehensive, and it may be necessary to search two or more to find the authority needed. There is little pre-1865 material, and the researcher will need the printed versions for older cases.

A valuable website, <http://www.legalabbrevs.cardiff.ac.uk> sets out a wide range of abbreviations, which might otherwise stump the novice, and perhaps others. It also covers periodicals. A link is provided through the Library website.

Any temptation to view the database as the answer to every research problem should be resisted. Databases vary in the extent and quality of their coverage. For instance, every lawyer in the English-speaking world knows the case of the snail in the ginger beer bottle as *Donoghue v Stevenson*. Yet at least one database produces no result if searched using that citation. Instead, it responds only to *McAlister v Stevenson*.

The mechanics of searching vary with each database. In case of difficulty, consult the Library staff. In general, the researcher should click on 'Cases' in the toolbar at the top of the screen. If the name of the case is known this should be typed in the appropriate box, usually 'Advanced Search'. Cases may also be found by typing in the citation in the appropriate box. A list of citations will appear. Clicking on one in colour (the hyperlink) brings up the text of the report. Not all cases will be available in full text from the database, and many citations are still only available in print format.

It is possible to print or e-mail the text of a report (for instance, to the reader's own computer) without opening the text. Click on the appropriate icon provided by the database, rather than using the browser's toolbar functions. There is often a choice of format, for example, between Word and PDF.

Databases respond to neutral as well as to traditional citations.

What to call a case

Care is needed when citing the title of a case in court. On the printed page the title might be *Donoghue v Stevenson*, but it is correct to refer to it in argument as 'Donoghue and Stevenson'. *In re Smith* may be called just that, with *re* pronounced 'ree'. Alternatively it may be called *Re Smith*. Administrative cases have their own nomenclature. These, including the increasingly frequent judicial review authorities, are printed as, for example *R v Hillingdon London Borough Council ex p. Royco Homes*. 'Ex p.' means *ex parte*, meaning that Royco brought the action. For historical reasons the Crown becomes the nominal claimant in a judicial review case, R. standing for Rex when the monarch is a king, Regina when she is a queen. Regina is pronounced 'rej-aye-nah'. The authority should be referred to as 'Rex' or 'Regina' or 'The King (or Queen)' or 'The Crown against' or 'and' Hillingdon, *ex parte* Royco. It is always incorrect to pronounce the R alone. Less frequently, judicial review cases are printed as *R. (on the application of Royco) v Hillingdon*, or *R. ex rel[at]io. Royco v Hillingdon*. In recent years they have tended to be printed as *R (Royco) v Hillingdon LBC*. The correct reference in oral argument is always as described above.

Criminal authorities have their own conventions. Usually the written reference will be *R v Crippen*, *Rex v Crippen* or *Regina v Crippen*. Again, however, it should be referred to as 'The Crown' or 'The King (or Queen) against (or and) Crippen', or just 'Crippen'. Occasionally, when a criminal case reached the House of Lords, or now when it reaches the Supreme Court, the Director of Public Prosecutions (DPP), or in Scotland, the Lord Advocate, is named as the prosecutor, as in *DPP v Head* [1959] AC 83.

Finding and using statutes – printed sources

There are three main sources of statute law in the Library. First, there is a complete run of the **Statutes at Large** from earliest times until 1869, followed by **Public General Acts** from 1870 up to the present [168-171]. These are of limited use, because they do not show whether an Act has been repealed or

subsequently amended, nor do they necessarily reveal when it came into force. The frequently used practice of bringing statutes or parts of them, or even single sections, into force by ministerial order or SI means that the answers to these questions can only be found after much searching unless another source is used.

Second, *Halsbury's Statutes* [175-179] is a reliable tool. It is constantly updated and re-issued from time to time, and is comprehensive and authoritative. Since it is annotated by well-informed editors it often answers the two important questions left open by the Public General Acts (see above). However, it is important to keep abreast of repeals, amendments, and other developments by using the annual supplements and loose-leaf releases which are published often.

Third, the specialist loose-leaf Encyclopedias which cover many individual subjects may in many cases prove to be the best sources of statute law [15-17]. They are edited by specialists in their fields, and usually contain discussion of the legislation and references to the cases decided under it. In addition they contain the texts of all relevant delegated legislation, and of departmental Circulars and other policy documents. They are frequently updated. In short, they are indispensable to the practitioner.

Local and Personal Acts [185-190] will be of interest primarily to those concerned with local government and what was once Parliamentary work.

Finding and using statutes – electronic sources

Since the arrival of the internet, research into statute law has been transformed, and for the better. Many databases carry all the statutes, updated almost daily. The result is that the user can be reasonably confident that he has the statute law as it stands, amended and in force. Most databases are commercial. The official UK Statute Law database, now called www.Legislation.gov.uk is free.

A disadvantage of the websites is that the providers reserve the right to remove material at their discretion and almost without notice, a right which they exercise disconcertingly often. None is comprehensive, and they do not provide consistent coverage of older legislative material. Even the government's database (see above) provides limited comprehensive coverage.

Not all databases carry statutes. Again, the detailed steps to be followed when researching statutes vary from database to database. Typically, one clicks on 'Legislation' in the toolbar at the top of the screen, then types the title of the Act in 'Advanced Search'. To view the text click on the hyperlink (coloured citation).

To find a repealed statute, click on 'Legislation' in the toolbar. Typing the title, with the year of enactment, in 'Advanced Search' should provide access to the full text of the legislation in question, but does not invariably do so, depending on the database's coverage.

Citing statutes

The most common usage is to cite an Act by its short title, such as the Town and Country Planning Act 1990. The year is the calendar year in which the Act became law. Less frequently, the Act is given its regnal year and chapter number, as in 4 Hen.8 c.8 1512. The regnal year is the year of the reign of the monarch, calculated from the day of accession to the throne. Since Henry VIII came to the throne in 1508, 4 Hen. 8 is 1512. The chapter number shows that the Act, the Parliamentary Privilege Act, was the eighth to be enacted in that regnal year.

An Act is divided into sections, sub-sections, paragraphs, and sub-paragraphs. So a citation might read s.1(1)(a)(i). The section number is left unbracketed, the sub-section is given round brackets, the paragraph a letter, and the sub-paragraph a roman numeral. Schedules are divided into paragraphs and sub-paragraphs.

Additional sections are often inserted into statutes by later legislation. In that event the new section is given the number of its immediate predecessor and a letter. So, new sections to follow section 61 of an Act would be ss.61A, 61B and so on. The process can be continued indefinitely, with s.61AA etc.

Statutory Instruments – printed copies

The Library has these in three locations. There are Queen's Printer's copies at [180-184]. *Halsbury's Statutory Instruments* are with the Statutes at [172-179]. As noted above, the Encyclopædias on specific subjects also contain them. An SI is referred to in court by its title, for example, the Town & Country Planning (Use Classes) Order 1987 SI. No. 1987/764, or the *Civil Procedure Rules* 1998 SI No. 1998/3132. The SI No. identifies the year in which the delegated legislation was passed, and to its place in the sequence of SI's for that year.

SI's are divided into regulations, articles or paragraphs, depending on the draftsman's preference.

Statutory Instruments – electronic

The databases already described are, together with the encyclopædias, probably the most convenient source of information on SI's. The technique for searching is much the same as that for statutes.

Textbooks

These require little by way of introduction. They are on the main floor at [1-12], and are arranged in alphabetical order by author's name. The most frequently used textbooks, including the ICSL manuals, are kept in the Enquiry Area to the right of the entrance to the main floor, and are issued by the Library staff. Textbooks for EU law are held at [90-92]; human rights [70]; Irish law [65]; US law [191-194]; international law [315]. Textbooks can be found by consulting the library catalogue.

Further Reading

More detailed coverage of the above topics can be found in:

Learning the Law by Glanville Williams, 14th ed. By ATH Smith, Sweet & Maxwell, 2010

Legal Research Guide by G Holborn, 2nd ed., Butterworths, 2001

Effective Legal Research by J Knowles, 2nd ed. Sweet & Maxwell, 2009.

Links for Lawyers

Access To Law: A list of legal resources selected by Inner Temple Library, mainly covering the UK and Commonwealth jurisdictions

www.accesstolaw.com

Delia Venables' Portal to Legal resources in the UK and Ireland: Includes legal sites and resources worldwide, particularly useful for new developments

www.venables.co.uk

Eagle-i: site maintained by Institute of Advanced Legal Studies, offering access to global legal information, arranged by topic and jurisdiction, and a list of electronic law journals

<http://ials.sas.ac.uk/eaglei/project/eiproject.htm>

Electronic Information System for International Law: Access to primary materials, authoritative websites and helpful research guides to international law on the internet

www.eisil.org

Guide to Law Online: an annotated worldwide guide to sources of information on government and law, with selected links to reliable sites

www.loc.gov/law/guide/index.html

INTUTE: Social Sciences: provides guidance and access to global legal information resources

<http://www.intute.ac.uk/socialsciences/>

Oxford Standard for Citation of Legal Authorities: designed to facilitate accurate citation of authorities, legislation and other legal materials

<http://www.law.ox.ac.uk/publications/oscola.php>

A full list of websites for conducting legal research is available at:

http://www.middletemple.org.uk/library/Links_for_Lawyers.html