

Middle Temple Library: Guide & Introduction to Legal Research



Opening Hours

Legal Term

Monday – Friday 9.00 am—7.00 pm

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

Legal Vacations

Monday – Friday 9.00 am – 6.00 pm

The library closes on public holidays and the first two weeks of August. It occasionally closes early for special events. Details can be found on notice boards, at the library entrance and on our website:

www.middletemple.org.uk/library/library-information/library-opening-hours

Enquiry Desk

The desk is staffed by skilled librarians who are there to help you with enquiries in person, by telephone or email. Regular tours are offered to provide an introduction to the Library. Additionally, librarians can assist with specific enquiries and there are a range of specialist resources available that provide advanced guidance regarding research skills in a particular subject or jurisdiction.

Legal Research Training

The Library provides regular legal research training sessions, which can also be booked as one-to-one sessions. We also offer free online tutorials in searching free legal databases such as EUR-LEX and HUDOC, as well as subscription databases such as Lexis and Westlaw. For further information about which training sessions are being offered, or how to book onto a training session, please visit:

<https://www.middletemple.org.uk/library/library-services/legal-research-training>

Access

- Wheelchair ramp to the building entrance
- Automated building entrance doors
- Lift to all floors
- Wheelchair accessible toilets on ground floor
- Public computer terminals with touch-screen monitors
- A portable hearing loop, magnifier and headphones available at the Enquiry Desk

Library Services



The catalogue can be searched online at: www.middletemplelibrary.org.uk. All print materials available in the library are catalogued, along with all electronic titles available online through the databases or general Internet sources. The other three Inn library collections can be searched through our catalogue. Printed lists of key holdings are available for quick reference in the Library.

Textbooks are available for overnight and weekend loan to members of any Inn. Books may be borrowed one hour before the Library closes and must be returned by 10am on the next day the Library is open.

There are four iPads with ebooks which can be borrowed for up to a week for a small fee. The Library can provide copies of law reports, journal articles, textbook extracts, etc. by email. Requests must be made using the copyright declaration form, which is available at: <https://www.middletemple.org.uk/library/library-services/document-delivery-service/distance-service-copyright-declaration>

Computers & Online Services

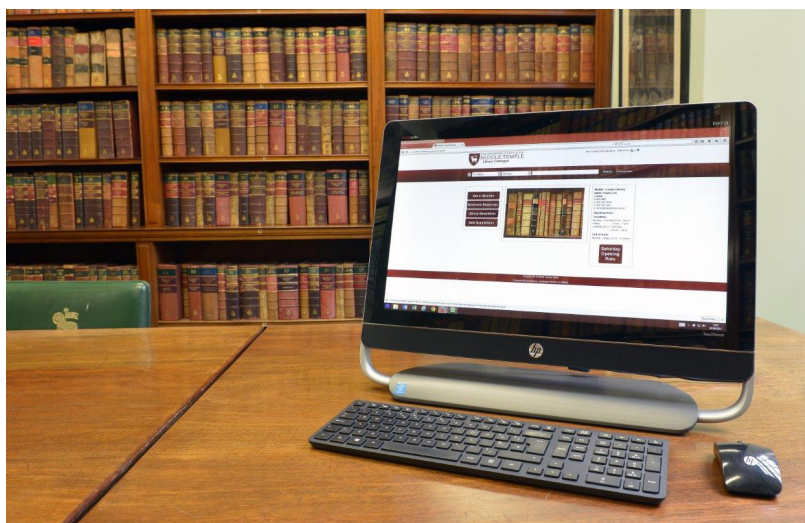
Computer terminals located on each floor are equipped with Internet access, Microsoft Office and touch-screen monitors. No booking or log-in is required. USB memory sticks can be purchased at the enquiry desk. Free Wi-Fi is available throughout the library.

Printing is available from any library terminal. Printers are located on the main floor and gallery. There are two photocopiers on the main floor and one on the gallery. The charge is 10p per sheet for copying or printing, and 5p per sheet for scanning.

The Library website lists the specialist legal databases to which the Library subscribes along with some useful free resources. These vary in their coverage, but some go as far back as 1865, while others provide access to specialist titles.

The following is a selection of the subscription databases available for free use in the library:

- Bloomsbury Professional Online
- Hein Online
- ICLR Online
- i-law
- Kluwer Arbitration
- Kluwer Competition
- Lexis Library
- Lexis PSL
- LLMC Digital
- Oxford Competition Law
- Oxford Legal Research Library
- PLI+
- Practical Law
- Public Information Online
- UK Government Web Archive
- UK Parliamentary Papers
- Westlaw UK
- Westlaw US



Ipads & ebooks

The Library has three iPads, which are loaded with ebooks and can be borrowed for —£1 per day or £5 for a week.

Titles include:

- The White Book
- Archold
- Blackstone's Criminal and Civil Practices

Ebooks are also available to view on one Library PC.

iPads are also used in legal research training.

Telephone rooms

There are two rooms in the Library where you can take a private mobile telephone call. It is also possible to book one of these rooms in advance by speaking to a member of library staff.

Refreshments

The Garden Room is open 09:00-20:00. Monday -Friday

The breakfast menu includes breakfast rolls and pastries. Hot soups and toasted sandwiches are available at lunchtime. The bar opens from 12:00 with a selection of beers, wines and Champagne, alongside classic bar snacks.



Library History

The Library is known to have existed prior to 1540 as archive records show, but was re-founded in 1641 when Robert Ashley (1565-1641) 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 provided 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, including what is now the Parliament Chamber. A new library was built and opened in 1861 by the then Prince of Wales; it stood across the garden from the present building. That building was bombed twice in WWII and too heavily damaged to be saved. Fortunately, the Molyneux Globes had already been sent out of London for safe-keeping, and the majority of the books were saved.

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



Middle Temple Library, late 19th century

Library Collections

First Floor

Text Books & Loose-leafs

The Library subscribes to an extensive range of major titles and holds old editions on the gallery. English and International law textbooks are located on the main floor and are arranged by subject according to the Moys Classification Scheme for law. The catalogue will provide a Moys classmark, for example KM 587 BAN. Guides to using Moys can be found in the Library. The Common Law Series and City Law School manuals are kept in the Enquiry Area.

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 include employment, insurance and shipping law. A list of all subject specialities is provided on the last two pages of this guide. Each Inn library specialises in different jurisdictions: Middle Temple in EU & US law, Lincoln's Inn & Inner Temple in Commonwealth law, and Gray's Inn in international law.

Law Reports

Most nominate reports are held, dating back to the sixteenth century, as well as all major modern titles and series for England and Wales. The Library subscribes to a range of specialist titles such as Building Law Reports, Criminal Appeal Reports, Lloyd's Law Reports and Local Government Reports. The collection is complemented by major digests and citators, as well as our database services.

European Union Law

As one of its specialist collections, the Library holds an extensive range of EU law. As well as primary European Union material, there are text books for individual member states, judgments and decisions of the European Court of Justice, law reports, periodicals and textbooks. A small human rights collection is available along with the European materials, and includes several textbooks and reports covering UK, European and international law.

Journals, Ecclesiastical & Other Titles

A range of journals is available to supplement the textbooks and law reports. The collection includes general publications such as *Counsel*, practical works such as *The Criminal Law Review*, and academic works such as *The Cambridge Law Journal*. A complete run of *The London Gazette* from 1665 to date is also available.

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 onward provides easy access to cases and is also available online through the website of the Ecclesiastical Law Society [www.ecclawsoc.org.uk].

A loan collection of legal biographies and trials is available on the 3rd floor. General reference works, such as legal directories, *The Expert Witness Directory* and the *Oxford English Dictionary*, are located on the main library floor.

Gallery Floor

Government Publications

The Library holds a basic collection of both historical and modern government publications. A comprehensive specialist collection is held by Lincoln's Inn Library. Titles in our collection include *Hansard* for the House of Commons and Lords, Statutes, Statutory Instruments and all Command Papers from 1961-2009, and selected papers thereafter. Some materials are stored off-site such as *Hansard* and the Command Papers, but can be retrieved within 24 hours. Major digests such as *Halsbury's Laws* and *Halsbury's Statutes* are found on the gallery floor. The Library also holds Local and Private Acts along with legislation from the devolved Parliaments of Scotland, Wales and Northern Ireland.

Previous Editions

The Library retains, wherever possible, all previous editions of textbooks; these are housed on the gallery. There you will also find primary legislation from 1801 onward. Secondary legislation in the form of Statutory Instruments are held from 1890—2009.

Third Floor- United States Collection

The Inn has always had strong connections with the United States, dating back to the earliest colonial settlers, and now holds one of the largest collections of US law outside the continental United States. This comprehensive collection includes The National Reporter series, Uniform Laws Annotated, West's Digest and a comprehensive collection of text books. American law reports and journals are also available through HeinOnline, Lexis.com and Westlaw US.

The third floor also houses a small capital punishment collection which consists of books and other media covering current aspects and the history of the death penalty around the world. Items in this collection are available to loan.

Commonwealth and International

Although material for the Commonwealth is held by Inner Temple and Lincoln's Inn, the Library still collects several of the major series of reports including Commonwealth Law Reports and New Zealand Law Reports.

Although international material is covered by Gray's Inn, the Library holds a modest collection of textbooks on international law (which are located on the first floor) as well as the International Law Reports and International Litigation Procedure (located on the third floor). Many international journals are also available electronically through HeinOnline.



Sir Louis Blom-Cooper Floor: Rare Books

The Library holds a significant collection of antiquarian books dating back to the 13th century which is housed with the Archive 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 books 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; further details are set out in a pamphlet available in the Library and on our website.

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: archive@middletemple.org.uk.

The 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 discoveries added) in 1603. They are dedicated to Elizabeth I.



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Legal Research

Case Law

A case citator will direct you to where a case has been reported and its judicial treatment, if you know the names of the parties. Current Law Case Citator is comprehensive from 1947, and provides a complete list of citations in the index. To use this citator you must know the year of the case. The Digest, formerly The English and Empire Digest, includes historic cases but does not cite every case available. It is organised by subject and covers cases back to the 14th century, including cases from England and Wales; Scotland, Ireland, Canada, Australia, New Zealand and other Commonwealth countries; and EU and European Court of Human Rights cases.

Halsbury's Laws of England is a useful reference when looking for cases related to a particular subject. It provides a narrative of the law in England and Wales; it is arranged by subject, and is an excellent starting point for researching an unfamiliar topic.

Subscription and free databases provide access to many law reports and transcripts, and may host additional electronic-only titles. No single database is comprehensive, and not every law report has been digitised. Electronic sources require different search techniques, and it can be useful to spend some time understanding the idiosyncrasies of any database you use frequently. Generally, additional information on effectively using a database can be found under the help function or in the user guide.

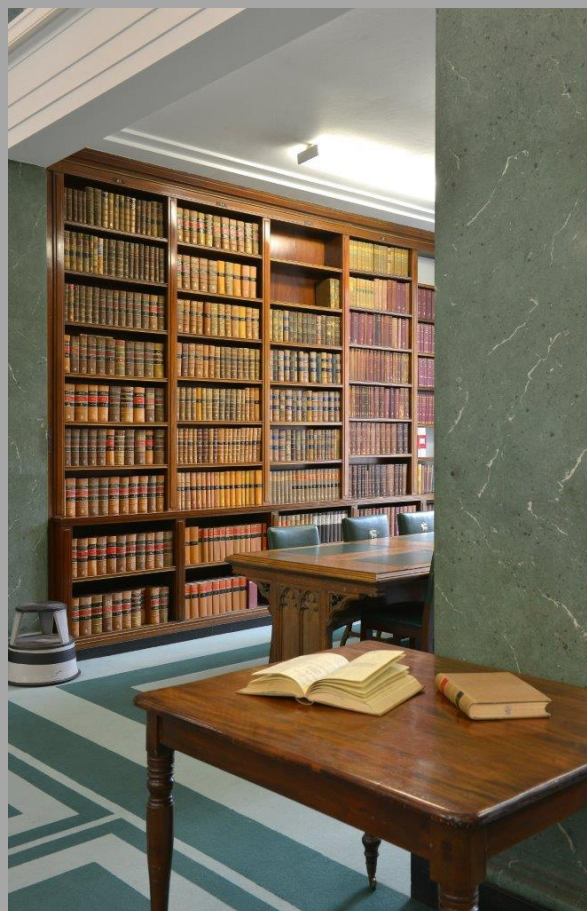
The nominate reports are those produced by individual reporters prior to 1865, and they are known to vary greatly in quality. Most of the nominate reports were reprinted in the English Reports (ER) for easier access, and many cases this era were also reported in the All England Reports Reprint (All ER Rep).



Since 1865 various official and commercial law reports have been published. Take care when relying on an unreported case, since these are only suitable if they address a unique point of law. Where possible, a photocopy or scan should be brought to court in preference to a print out of an electronic version of the document.

Since 1865 the canon has been headed by The Law Reports, the semi-official series published by the Incorporated Council of Law Reporting (ICLR). Cases decided by the Court of Appeal appear in the series for the Division in which the action was originally heard, while cases appealed from the Court of Appeal to the House of Lords or the Supreme Court are reported as Appeal Cases (AC). The Appeal Cases series also contains reports of Privy Council cases, with 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 ICLR and are of equal preference for use in court with the All England Law Reports (All ER). Neither series is entirely comprehensive, however, and it may be necessary to rely upon other series of specialist subject or commercially produced reports.



Tips and Useful Websites

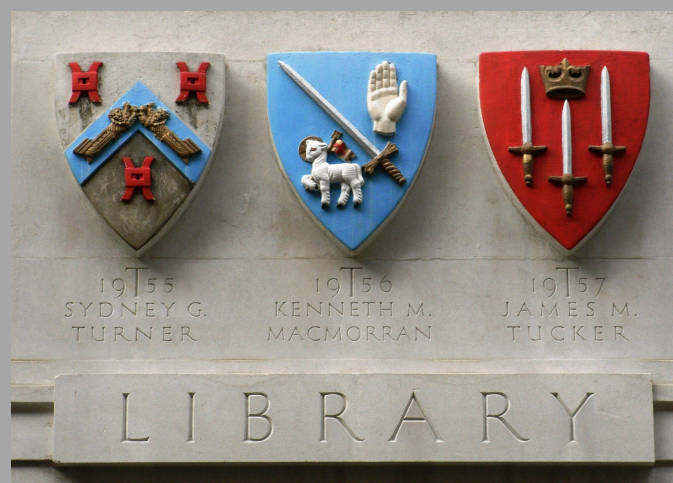
- To choose the correct report of a case available in more than one series, follow the Practice Direction: Citation of Authorities, [2012] 1 WLR 780, <https://www.judiciary.uk/wp-content/uploads/JCO/Documents/Practice+Directions/lcj-pract-dir-citation-authorities-2012.pdf>

- Citations

- Neutral citations: generic citations assigned to all High Court, Court of Appeal, House of Lords, Supreme Court & Privy Council cases since 2001.
- Year in square brackets: year of publication. Look for a volume of the corresponding year.
- Year in round brackets: year the case was decided. A running volume number should also be given.
- To decipher abbreviations: use the Cardiff Index to Legal Abbreviations [<http://www.legalabbrevs.cardiff.ac.uk/>] or Raistrick's Index to Legal Citations and Abbreviations

- Search tips for key sites

- www.bailii.org/bailii/faq.html
www.bailii.org/bailii/help/term_search.html
- JustCite:
www.justcite.com/kb/search-technology/search-operators/
- Lexis: www.lnacademy.com/training-resources (choose LexisLibrary)
- Westlaw: legalresearch.westlaw.co.uk/learning-support/training/training-videos/



United States Research

Information on undertaking United States legal research, and navigating the vast amount of information - both online and in hardcopy - can be found on the following websites:

- Legal Research Guides from Harvard Law School Library - <https://guides.library.harvard.edu/law>
- General Legal Research: <https://researchguides.lawnet.fordham.edu/index.php>
- Federal Register: www.archives.gov/federal-register/tutorial/
- Hein Online: help.heinonline.org/
- Legal Citation (Bluebook) (created by Cornell University Law School, Legal Information Institute): www.law.cornell.edu/citation/

European Cases

Decisions of the European Court of Justice and the General Court (formerly Court of First Instance) are reported in the European Court Reports. Roman numerals indicate volume numbers (I for the ECJ; II for the General Court). Since 2012, the online version of the European Court Reports, accessible on EUR-Lex and CURIA, is the official authenticated version.

Some European cases are reported in the Common Market Law Reports and the All England Law Reports, available online and in hardcopy.

The European Court of Human Rights was created by the European Convention on Human Rights and functions under the auspices of the Council of Europe, rather than the European Union. ECHR cases are sometimes reported in various human rights series, but the official version is available in the Reports of Judgments and Decisions.

Many European law reports are available online. Westlaw and Lexis include European resources, such as case law, legislation and additional commentary. Similarly, legislative and judicial materials are available on databases maintained by the EU and the Council of Europe. For guidance on efficiently searching these sources see the additional information available on their websites:

- HUDOC (European Court of Human Rights):
www.echr.coe.int/Pages/home.aspx?p=caselaw/HUDOC&c=#n1362659921775_pointer
- EUR-Lex: <https://eur-lex.europa.eu/content/help.html>

Statutes

There is a complete run of Statutes at Large from earliest times until 1869, followed by Public General Acts from 1870 onward. These do not show whether an Act has been repealed or subsequently amended, nor do they necessarily reveal when it came into force. The practice of bringing whole or parts of a statute into force by ministerial order or SI may necessitate subsequent research, often in another source.

Halsbury's Statutes is constantly updated, re-issued from time to time, is comprehensive and authoritative. It is annotated by well-informed editors, usually addresses the issue of when a statute came into force, and whether it has subsequently been amended or repealed. It is important to keep abreast of repeals, amendments and other developments by using the annual supplements and loose-leaf releases provided with the main volumes when using this work.

Citations: Statutes

An Act is usually cited by its short title and the year in which the Act became law. Occasionally the Act may be cited by its regnal year (year of the reign of the monarch calculated from the day of accession to the throne) and chapter number. An Act is divided into sections, sub-sections, paragraphs and sub-paragraphs. In citation the section number is left unbracketed, the sub-section is given round brackets, the paragraph a letter, and the sub-paragraph a roman numeral. An additional section inserted by later legislation is given the number of its immediate predecessor and a letter.



Statute Research: Using Encyclopaedias

Specialist loose-leaf encyclopaedias cover many individual subjects and may prove to be the best sources of up to date statute law. They are edited by specialists in their fields, and usually contain discussion of the legislation and references to cases decided under it. In addition, they often contain the texts of relevant delegated legislation, departmental circulars and other policy documents.

Statute Research: Using Databases

Many databases carry statutes updated to reflect the law as it stands: amended and in force. However, providers reserve the right to remove material at their discretion and almost without notice. No single database is comprehensive and they do not provide consistent coverage of older or repealed legislative material. The guides to searching specific databases will also provide assistance in searching for legislation, and every online database should include a help section or user guide.

Many print resources are accompanied by guides that detail how to use them to best effect. There are a selection of research guides available on the 1st floor.

Statutory Instruments

Statutory Instruments are available from 1948 onward, and Statutory Rules and Orders from 1890-1947. Halsbury's Statutory Instruments are kept off-site and are available up to 2009. As noted above, encyclopædias on specific subjects often contain SIs.

An SI is referred to in court by its title, for example, the Civil Procedure Rules 1998 SI No. 1998/3132. The SI No. identifies the year in which the delegated legislation was passed, and its place in the sequence of SIs for that year. SIs are divided into regulations, articles or paragraphs depending on the draftsman's preference.

Legal Research: Further Resources

Guides to specific resources may be shelved with the item, and a selection of research guides produced by library staff is available on the first floor. A range of reference books for further detail is available at the Enquiry Area.

There are many online research resources that provide guidance to techniques applicable to any website. An introduction to some of these techniques for electronic searching is available on the library's website

[<https://www.middletemple.org.uk/library/information-resources/library-guides>]

In some cases you may wish to use a generic search engine such as Google to begin your research. It is always necessary to use such resources with caution by independently verifying the authority of all results.

To construct a more precise search in Google try the Advanced Search option [. There are also many alternative search engines such as DuckDuckGo [duckduckgo.com/] which does not track browser history, or WolframAlpha [www.wolframalpha.com/] which is computational. More detailed information about legal research techniques can be found in:

Legal Research: A Practitioner's Handbook by Emily Allbon, 3rd ed., 2019

Learning the Law by Glanville Williams, 17th ed. by ATH Smith, 2020

Effective Legal Research by J. Knowles, 4th ed., 2016



Inn's Subject Specialisation

Gray's Inn

Air and Space Law
Conflict of Laws
Constitutional & Administrative
Construction Law
Consumer Law
Data Protection
Education
Energy Law
Entertainment & Media Law
Environmental Law
Foreign Law
Highways
Housing Law
Human Rights
Immigration & Nationality
Information Technology
International Law
Local Government
Northern Ireland
Planning Law
Rates & Council Tax
Social Security & Welfare Law
Sports Law
Telecommunications

Inner Temple

Armed Forces
Commonwealth
Coroners
Criminal Law
Criminology
Customs & Excise
Defamation
Family Law
Food & Drugs
Forensic
Science & Medicine
Intellectual Property
Licensing
Medical Law
Mental Health
Personal Injury
Police
Prison Law
Product Liability
Professional Negligence
Road Traffic
Scotland
Sentencing



Lincoln's Inn

Agriculture
Animal Law
Channel Islands
Charities
Commonwealth
Company Law
Equity and Trusts
Insolvency
Isle of Man
Landlord & Tenant
Parliamentary Materials
Partnership Law
Pensions
Real Property
Taxation
Wills and Probate



Middle Temple Library

Accountancy
Agency
Arbitration
Banking
Carriage of Goods
Commercial Law
Competition Law
Ecclesiastical Law
Employment
Equal Opportunities
EU & Member States
Finance & Financial
Services
Health & Safety
Insurance Law
International Trade
Ireland
Maritime & Shipping Law
Transport
United States





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