

LIBRARY ANNUAL REPORT 2005

Introduction

Historically, the Inns of Court have been first and foremost seats of legal learning. Since the pooling of their training functions in the Council of Legal Education, it has been principally through their libraries that they have carried out their educational function.

The Inner Temple's Library is, I venture to say, an exemplary institution in this respect. As this year's report once again demonstrates, the Librarian, the staff and the Library Committee make careful but imaginative and productive use of the sizeable budget the Inn makes available. The Library fuses ancient and modern, from historic manuscripts to online research, seamlessly. It has an able and loyal Librarian and staff, to whom the Inn owes a debt of gratitude.

As Master of the Library I am conscious of how much thought and planning goes into everything the Inn's Library does. It is a significant element of the Inn's identity, a magnet for new members and a valued resource for existing members. It is also, and not unimportantly, a pleasant place in which to read, to work and to reflect.

Where would we be without it?

Stephen Sedley
The Rt Hon Lord Justice Sedley

Expenditure 2005 - General

Projected expenditure figures for 2005 show that the Library should be within its overall budget allocation. As usual, most of the Library budget is already committed each year to expenditure on subscriptions and standing orders, and on staff and IT costs. The main area for overspending in previous years has been acquisitions, but it is hoped that acquisitions costs for 2005 will be within budget, as they were for 2004.

Expenditure on computer software licenses and subscriptions is likely to be slightly over budget. This is because of price increases on Internet subscription services and because of new subscriptions such as The Times Digital Archive 1785-1985. However, to offset these costs, combined print and electronic subscriptions have resulted in increased discounts on the publications budget. The Library has succeeded in avoiding the huge price increases being imposed on commercial users of legal databases by negotiating to be treated as an academic user. IT costs overall should be within budget for 2005. Maintenance and capital expenditure costs for IT show an increase over 2004, which was caused by the need to replace the server and operating system for the Library's online catalogue. This had to be done before June 2005 when the Library's software suppliers were discontinuing support for the current operating system. The cost of a Sun Solaris server, Unix license, appropriate hardware and software maintenance cover and migration charges were built in to the 2005 budget.

Costs under repairs and maintenance are slightly higher than anticipated, as a result of the one-off cost of painting the Library entrance area, stairway and Times Corridor in addition to the regular maintenance work on chairs, tables and carpets.

Expenditure - Acquisitions

Though the usual annual rate of increase in legal book prices still tends to be in the region of 8-10% (and can be much higher) and the annual increase in the Library's books and publications budgets (excluding the Commonwealth collection) is now only 3.5%, the core collections have been maintained without any further cuts being imposed. This has been possible for a number of reasons:- the reduction and changes in the publication schedules of both Sweet & Maxwell and LexisNexis Butterworths during 2004 and 2005; integrated print/electronic subscriptions; works donated by members; and discounts negotiated with publishers and suppliers. The Books Sub Committee continues to review all new editions in an effort to make further savings. All new UK titles and series are considered with the Inn Libraries subject specialisation scheme in mind.

All departments of the Inn have drawn up their budgets for 2006 on the basis of freezing expenditure at the same level as the budget for 2005, except for payroll related costs. In order to maintain collections at their current levels, the Library's budget proposal increases the books and publications budgets by 3.5% over projected expenditure for 2005 and offsets additional costs by reducing the amount allowed for rebinding.

Students and Pupils

During 2005 the Library has been considering ways to market its services to students and pupils more effectively.

A **Student Guide** has been produced, which includes information on the collections and the services available to student members of the Inn. The guide was included in the Education and Training information pack which was given to all new students.

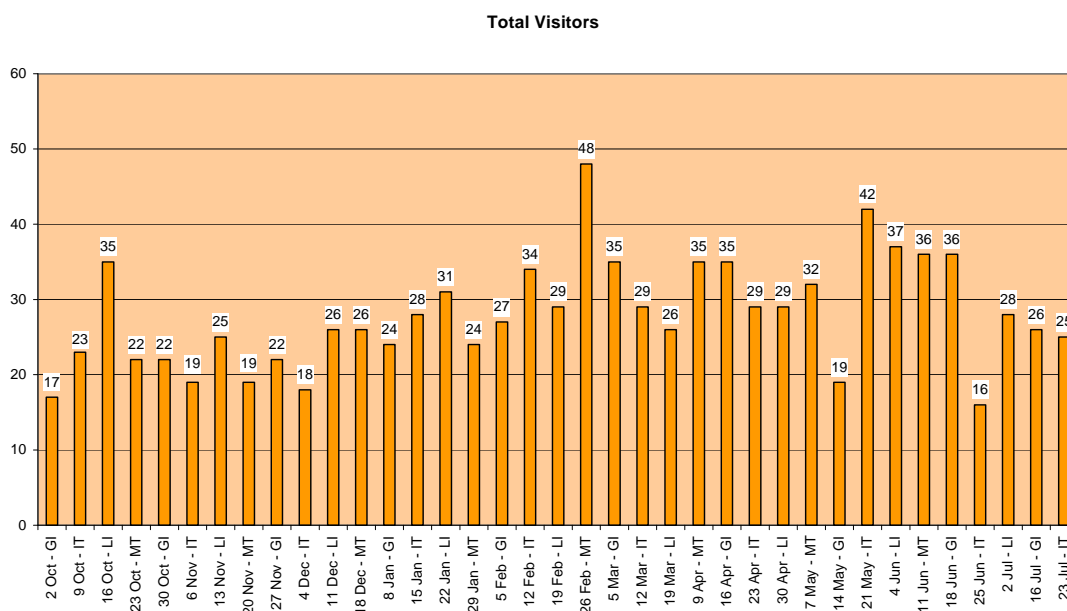
London students were emailed with details of Library tours at the start of their vocational year and 60 students attended. This is a much better take-up than in previous years when we have just depended on advertising tours via the BVC providers.

The Library collaborated with The Times in a promotion to offer student members a free copy of their tri-annual student law supplement plus vouchers for purchase of the Tuesday edition of The Times. Library information was added to the Times carrier bag.

Induction sessions have been advertised for pupils and there has already been a positive response to this. Pupils coming for tours are being asked to fill in a one page questionnaire to see whether there is a demand for further sessions on individual Internet services or areas of legal research.

Saturday Opening

The Saturday opening trial, which ran from October 2004 to July 2005, was reasonably successful and barristers and students using the Inn Libraries on Saturdays were very positive about this extension of opening hours. Usage statistics are below.



A further trial period of Saturday opening has now been approved by the four Inns and will run from October 2005 to July 2006. The Inns of Court Libraries Liaison Committee will then review the success of the scheme and make recommendations for the future. A timetable outlining opening dates and locations is available in the Library and on its web site.

Library Services

The Library enquiry desk dealt with over 7,567 enquiries from barristers, students and researchers from September 2004 to August 2005 - an increase of 26% on last year.

The Library's distance service dealt with more than 200 requests from members for law reports and other items to be faxed or posted. The majority of users are based in the UK, but many requests continue to come from overseas, particularly from the Channel Islands, the Isle of Man, Gibraltar and the Caribbean, and occasionally from other jurisdictions including this year Brunei, Finland and Hong Kong.

The Library launched a quarterly electronic **Newsletter** during the summer. Two issues have been sent out - one in July and the other at the end of September - to over 3000 Inner Temple members and Temple tenants. The next issue will go out in mid-January. Feedback received so far has been very positive. A Newsletter archive is available on the Library web site.

The Library's **Readers' Guide** has been revised and updated. The entire guide has been redesigned for easier reading and the cover features a photograph of Reading Room C,

taken by Adrian Blunt, Deputy Librarian. The plan of the main floor now shows the locations of computer terminals and a new plan of the gallery level has been added. There is also an expanded Accessibility section detailing facilities available for wheelchair users and the visually or hearing impaired.

The Librarian has produced a revised edition of the **Library Resources for the Bar and Judiciary** booklet, which includes information on the opening hours, collections and services of the four Inn Libraries and the Supreme Court Library.

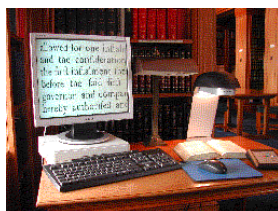
Guides to online and Internet subscription services have been revised and redesigned by the Library Assistants and Library Administrator.

During the year the server, which runs the Library catalogue and other databases, was replaced, the operating system was changed and the data was all successfully migrated to the new server. These changes were necessary because the Library's software suppliers were no longer going to support the SCO Unix operating system.

The number of PCs available for word processing has been extended and there are now 5 PCs in the gallery which can be used for word processing and legal research work.

During the long vacation about 30 metres of books were transferred to the Littleton Building basement in order to provide for growth space in the main Library, particularly for Commonwealth material in Rooms E and F and for old editions of textbooks in the gallery tunnel. All of the remaining books in those rooms were then moved round to redistribute the freed-up space where it is needed. Earlier this year the Librarian and Archivist visited Serjeants' Inn to view the basement rooms where mobile shelving is installed. If the shelving remains in place and refurbishment and letting of the building allow, it would be extremely helpful if the Library and Archives could be allocated some of this space for future use.

The Library Enquiry Point is now fitted with an induction loop for the hearing impaired. Screen reading software for blind and partially sighted users has been installed on one of the public access PCs. The same PC is also equipped with a large print keyboard and extra large monitor for partially sighted users. The most recent acquisition to improve facilities for visually impaired users is a desktop video magnifier, which is linked to one of the PCs in Room C.



Statistics on Internet use show the most heavily used services are Westlaw, Lexis, Butterworths Direct, Lawtel, CLI Online and Justis, but more specialist databases such as Electronic Immigration Network and Criminal Law Week are also very popular.

A new subscription has been taken out for The Times Digital Archive 1785-1985. This has proved very useful as it enables users to print stories from the online version of The Times, as they cannot photocopy from the printed bound volumes.

The entire content of the Library's web site (www.innertemplelibrary.org.uk) has been updated. The look of the site has also been improved by the addition of many new photographs. The new edition of **Library Resources for the Bar and Judiciary** can be viewed on the web site. The booklet and the union lists of law reports, journals and looseleaves held by the four Inn Libraries, Supreme Court and Bar Library, which are all online, have been amended to take account of the closure of the Bar Library.

AccessToLaw (www.accesstolaw.com) the Library's gateway site, continues to grow and it now has links to over a thousand free legal web sites worldwide. The content is selected, annotated and updated by Library staff. New sites are added regularly and existing sites are checked and updated every two months. New sections added recently include Freedom of Information, Islamic Law, Gender Law and Licensing Law.

The Library has produced two postcard designs which are available for sale at the Enquiry Point. The first is a photograph of the interior of the Library, taken by the Deputy Librarian; the second is a reproduction of one of the illuminated manuscripts, depicting the Court of King's Bench c.1460.

During the summer Dr David Starkey visited the Library for filming in connection with his television series *Monarchy*. He came to view Edward VI's 'devise for the succession'. A reproduction of the manuscript is now available for viewing both in the Library and on its web site.

The Librarian continues to organise and chair the meetings of the Bar Librarians Group. This year joint meetings have been concentrated on the two main legal publishers - Sweet & Maxwell and LexisNexis. The Group has joined forces with the British and Irish Association of Law Librarians to campaign against price increases which have been introduced by Informa to finance the development of their online service and which do not offer customers the option to subscribe to print versions only. The Librarian has also collaborated closely with her counterparts in the other Inns, especially on matters relating to acquisitions and online subscriptions.

The Library has had one change of staff during the year. One of the Library Assistants, Philip Cable, left to work as an Assistant Researcher for Lovells. The new Library Assistant, Anne McGeary Carvell, worked overseas as a teacher of English for a number of years. She then decided on a change of career to the information sector and worked as a school librarian before completing an MA in Library and Information Studies at University College London.



Margaret Clay
Librarian & Keeper of Manuscripts

December 2005