



# Inner Temple Library

## Annual Review 2014



**AccessToLaw** - the content of our gateway site, which provides annotated links to over 1,300 free legal websites, was checked and updated on a quarterly basis. The sections of the site accessed most frequently were [Case Law](#), [Caribbean](#), [Northern Ireland](#) and [Courts and Tribunals](#). The highest-ranking locations for visitors are the UK, USA, India, Malaysia and Australia. [BAILII](#) was the single most frequently accessed site.

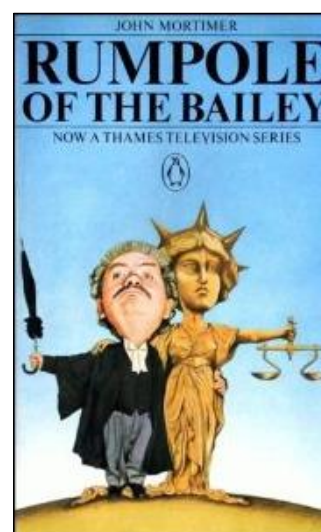
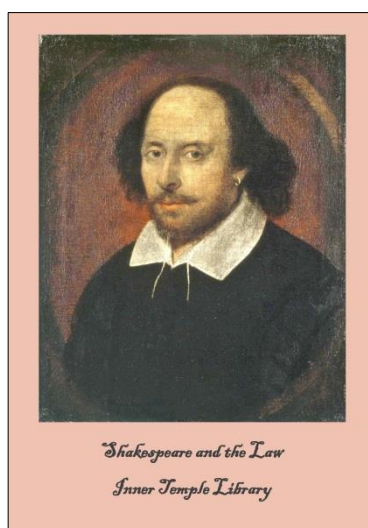
**Binding** - a total of 450 volumes of UK law and 100 volumes of Commonwealth law were bound or rebound during the year. Several volumes were rebound by Bookends Bindery, which specialises in dealing with early printed books and manuscripts.

**Cataloguing** - over 170 new law titles and editions were added to the [catalogue](#) during the year. Our collection is largely made up of serial titles (law reports, journals and legislation) and so these account for only a small proportion of the actual number of volumes acquired.

**Committees** - the Librarian acted as Secretary of the Inter Inn Libraries Liaison Committee, and as coordinator of the Bar Librarians Group, as well as attending meetings of the Institute of Advanced Legal Studies Library Committee. The Deputy Librarian continued as a member of the British and Irish Association of Law Librarians Conference Committee and has attended meetings of the Inner Temple Book Prize Committee.

**Current Awareness Blog** - the coverage of the blog includes the latest legal news, new case law and changes in legislation as well as announcements of forthcoming lectures and seminars and advertisements for chambers vacancies. We continue to develop the blog and have reviewed the [sources](#) we monitor and introduced some new sites in an effort to keep the service relevant and broaden the content. A total of 4,609 posts were added in 2014. The blog now has 38,085 posts, 1,103 subject categories, 2,686 subscribers via email or RSS feed and 5,914 Twitter followers. On average there are 20,000 unique visitors to the site each month. The highest-ranking locations for visitors are the UK, USA, Norway, India, Australia and Hong Kong. Our statistics show that 85% of users access the blog via a desktop computer, and 15% use a tablet or mobile device. A more detailed [annual report](#) on the Current Awareness service can be viewed via our website.

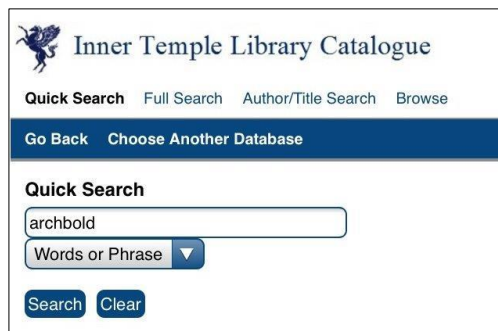
**Displays** - during the year we mounted displays on Literary Connections with the Inner Temple to mark World Book Day, on Shakespeare and the Law to mark the 450th anniversary of Shakespeare's birth, on Strange and Unusual Cases and on World War One and the Arts, as well as on new acquisitions and on library services for pupils and students. [Information sheets](#) were produced to complement the displays and these can be found on our website.



**Document Supply Service** - the service is available to barrister members of all four Inns wherever they are based. Over the year 185 items have been scanned and emailed to barristers located in the Bahamas, Bermuda, Gibraltar, Guernsey, Jersey, Malaysia and Morocco, in addition to many locations in the UK.

**Donations** - members of the Inn continue to present copies of their newly published works. We also receive **Wildy, Simmonds and Hill** publications free of charge. Donations resulted in a saving of £4,479 on monographs and £8,369 on looseleaf releases and journals in 2014. Mr David Humphreys, who has been a member of the Inner Temple since 1941, gave a very generous donation of £1,000 to the Library.

**E-Library** - the Library's online catalogue was upgraded to SirsiDynix's e-Library. The interface has been modernised and redesigned to make it more user-friendly and to bring it in line with the Library's other online branding. It is now also compatible with mobile devices. The catalogues of the other three Inn Libraries can be accessed through this same interface.



**Enquiries** - staff at the Enquiry Point dealt with 3,700 personal and telephone enquiries from barristers, pupils, students, judges, clerks and researchers. Enquiries were, as always, very varied and ranged from requests for Standing Order 31 under the Police Act of Trinidad and Tobago to an appeal report and background information on the Derek Bentley case.

**Facebook** - the Library's **Facebook** page now has 1,300 "likes". Posts include updates from our Current Awareness blog, details of Saturday opening and new acquisitions, as well as our training sessions. We have recently begun adding items of more general interest such as news and events from the Inn and the local area and law-related broadcasts on TV and radio.

**FAQs** - the series of legal research **FAQs** on the Library website were revised and updated during the year. Our web statistics show that this is one of the most regularly accessed sections of the site.

**Feedback** - we received complimentary feedback from users during the year on various aspects of library services, including the document supply service, the Current Awareness blog and the legal research training sessions.

*This is a fantastic service especially to those outside of London. I now consider this facility to be essential.* **Sole practitioner** - on the document supply service.

*I've been using Current Awareness daily for approximately five years and in all that time have not come across a better high-level legal resource. For a casual overview across practice areas it really is indispensable and whoever does the selection for the daily newsletter is supremely good at their job.* **Barrister**

*This is a great service; the best place to get daily legal news.* **Student**

*You make an outstanding contribution to the dissemination of legal information.* **Retired judge**

*I wish I did this training in October 2013. It would have made my life much easier in the first six, which is research/paper based.* **Pupil** - commenting on the training sessions.

**Guides** - the content of the *Readers' Guide*, *Student Guide*, *Out of London Student Members' Guide* and *Quick Reference Guide*, and the guides to online services, have all been updated. All of these are available in the Library or for [downloading](#) from the website. *Library Resources for the Bar*, a guide to the library services of the four Inns, has been updated and a new edition will be available shortly.

**Historical Enquiries** - aside from a steady stream of queries concerning former members of the Inn, enquiries received have been on a wide variety of subjects. These have included trials of recusants in Staffordshire; legal dress at quarter sessions; Elizabeth I's Charter to the island of Jersey (1562); Peter the Great's sojourn in London (1698); and the inventory of Templar property in London (1307).

**IT Facilities** - the public access PCs continue to be well used for legal research, word processing and checking emails. All of the monitors have been replaced with larger models and, where desk space allows, these are wide-screen monitors. The free Wi-Fi access continues to be popular with barristers and students using their own devices. Wi-Fi security was updated and access speed improved in 2014.



*Gallery PCs with access to catalogues, subscription databases and office software*

**Lecture** - Natalie Kent, Library Assistant, gave a guest lecture on her research into historic library catalogues to students taking the Historical Bibliography module of the Library and Information Studies MA course at University College London. She also presented a paper on the library of the Royal College of Physicians as it was before the Great Fire of London at the St Andrews University Book Conference, which took place in the summer.

**Legal Research Training** - since October 2013 we have been running a series of three legal research training sessions for new pupils twice a year to coincide with the start of new pupillages. The aim of these is to improve legal research skills. Pupil supervisors and new pupils are contacted directly about the training and the sessions are advertised on the website, in the Library and in Hall. Feedback from participants on the content of the sessions and on the trainers continues to be very positive. The first session, which is an overview of legal research, was also offered to BPTC students at City Law School who had just finished the BPTC course and who wanted a refresher on legal research before starting pupillage. We have continued to provide one-to-one training on databases and on printed material for pupils, students and barrister members of the Inn.

**Legal Research Training Online** - we have used Lexis studio facilities to record our three legal research training sessions in a webinar-style format. This was our first experience of recording presentations and integrating video clips and slides. The videos can now be viewed via our [website](#) by pupils and students at any time wherever they are based.



**LexisNexis Subscriptions** - we negotiated with LexisNexis on subscription rates for their services on behalf of members of the Inner Temple who are sole practitioners and members who work in chambers that do not have a current subscription to Lexis. Members were emailed about the special subscription rates.

**Littleton Basement** - a total of 273 items were retrieved from the Library's basement store in the Littleton Building in response to users' requests. Of these, 110 were old editions of practitioners' texts and the remainder were older Commonwealth material, law reports, journals and 19th-century Hansard, as well as titles from the Roman law, Canon law, Biography, Heraldry and Learned Societies collections.

**Loans** - a trial scheme for overnight loans of monographs from the current legal collections was run from March to May in response to suggestions received during the 2013 strategic review of library services. Barristers and pupils who took advantage of the trial described it as an excellent service and "a lifesaver". The Library Committee has now decided that the scheme should be continued on a permanent basis.

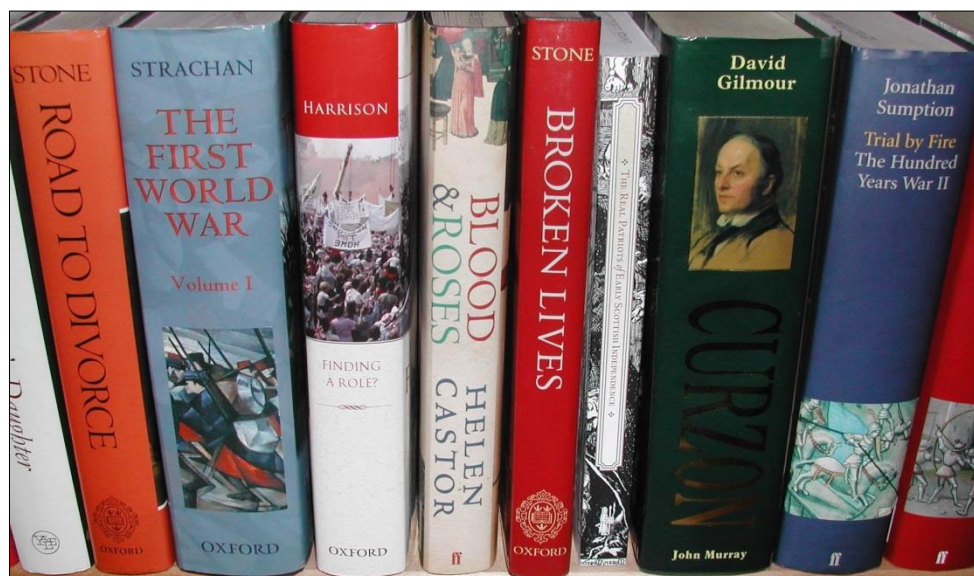
**Manuscript Enquiries** - historical and literary manuscripts (rather than those of primarily legal interest) continue to predominate both in terms of enquiries received and of items consulted by visiting scholars. Study projects involving our manuscripts have included letters from Princess Mary (Tudor) to Edward VI; Sir Thomas Egerton's brief prepared for the trial of Mary Queen of Scots; melancholy and chivalry in Renaissance literature; and the suppression of heresy in sixteenth-century Cambridgeshire.



**Network Projects** - during the year the Inn's Network Administrators, who are part of the Library team, worked with the Estates Department to implement QFM, a new facilities management database and helpdesk system. This allows the Estates Department to monitor and maintain all aspects of the Inn's Estate and provides a web interface for Inner Temple staff and tenants to log requests and defects and to track their progress. The Network Administrators have also been working with the Treasury Office and the Education & Training Department on testing and implementing a new membership database, scheduled to go live in 2015, and with the Catering Department on a successful upgrade of their CABS Event Management database.

**Newsletter** - four issues of the Library's electronic newsletter were sent out to all members and tenants in January, April, July and October.

**Non-Law Collections** - the loans scheme for the non-law collections was extended to allow books to be borrowed by Inner Temple student members based in London, as well as Inner Temple barristers based in London and Inner Temple tenants. Subjects covered by these collections include English history, literature, biography, heraldry, genealogy and topography. A small selection from the collections is available for browsing in Room A.



**Online Services** - we have recently added [Lexis commentary sources](#) to the range of UK and Commonwealth online sources we subscribe to via Lexis Library. These include works such as *Blackstone's criminal practice*, *Clarke Hall & Morrison on children* and *Harvey on industrial relations and employment law* and many other practitioners' texts. The Practical Law and Lexis PSL services were trialled from May to November. In response to feedback from users, and having reviewed our usage statistics, we decided to take out a subscription to Practical Law. The trial of Lexis PSL has been extended to the end of March 2015. These services are available for access within the Library only.

**Photocopiers** - the existing self-service photocopiers were replaced with two new Canon copiers and a number of software options have been tested to enable a chargeable scanning facility to be provided in addition to copying. We hope to introduce this service by spring 2015.

**Presentations** - during September and October the Deputy Librarian, together with a colleague from Lincoln's Inn Library, gave well-attended presentations at the City Law School, the University of Law and BPP Law School. The presentations covered the services that the Inn Libraries offer to bar students and their aim is



to encourage students to make use of library facilities and services at an early stage in their legal careers. The presentation is also available as a [slideshow](#) on the Library website.

**Publicity** - a feature on the Library, "Behind the Bar: Inner Temple Library", appeared in the April 2014 issue of *CILIP Update*, a journal for the library, information and KM community. This has led to a number of requests from groups wishing to visit the Library.

**Pupils** - we advertised and carried out tours and legal research training sessions for new pupils during the year, and updated our guide entitled [Preparing for pupillage: legal research tips](#). The two Library Assistants also gave introductory talks on the Library and its services to new pupils.

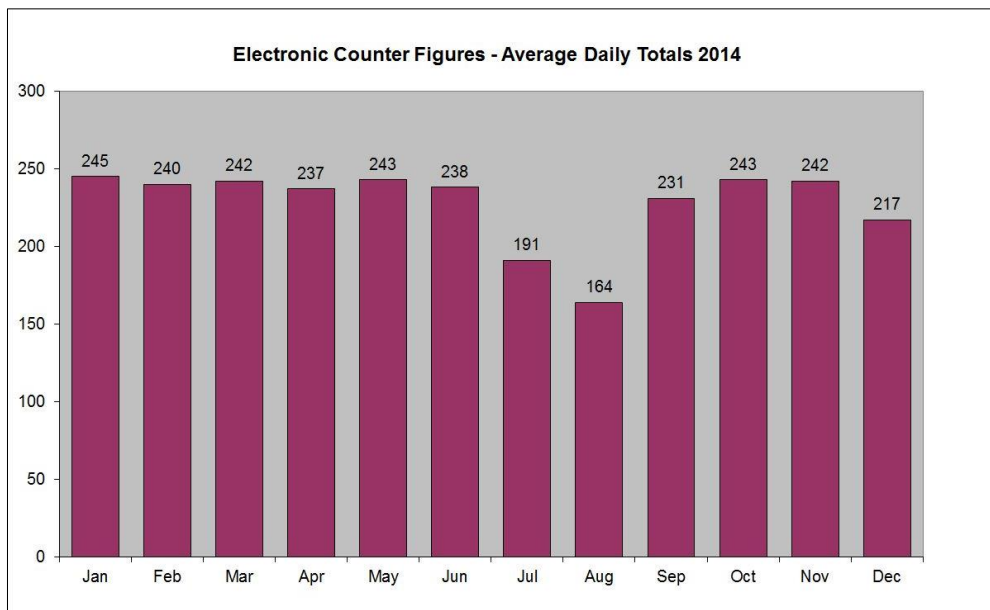
**Staff Training** - courses attended by Library staff include new technologies for beginners, teaching research skills, *Pepper v Hart* research, cataloguing for non-cataloguers, indexing principles and practice, and copyright briefings. Three members of staff were also delegates to the BIALL conference. Staff also attended refresher sessions on the main legal databases provided by their respective suppliers.

**Student Events** - the Library participated in the Inn's introductory evenings for London and out of London students, and offered tours for new BPTC students in September.



**Tours** - throughout the year Library tours were advertised and arranged for students, pupils and clerks, as well as new Benchers and academic fellows. The [virtual tour](#) on the Library website was updated. This was viewed over 2,700 times during the year.

**Usage Statistics** - an electronic monitor at the Library entrance counts people entering and leaving the Library, including staff; totals for each day are halved to compensate (as far as possible) for the fact that most people would be counted twice. The average daily total in 2014, after this adjustment, was 228.



**Users' Group** - following on from the 2013 strategic review of library services and the input of library users to that review, we have now set up a permanent Library Users' Group to provide feedback on current library services and to help us plan for the future. The Group's membership comprises students, pupils, barristers and judges. The first meeting of the Group took place in November.

**Visits** - during 2014 we received visits from library staff of Gray's Inn, Lincoln's Inn, Middle Temple, the Institute of Advanced Legal Studies, the Institute of Historical Research, the Courtauld Institute and the University of Notre Dame, Australia. Pupils from Blackstone Chambers and groups from the M25 Consortium of Academic Libraries and from various government libraries also visited. Inner Temple Library staff in their turn visited Fountain Court Chambers.

**Website** - there were 38,470 visits to the Library website. The most frequently accessed sections of the site were the legal research FAQs, the current newsletter, the catalogue, the legal collections and the history pages.