

Institute of Advanced Legal Studies: Institutional Archives, 1934-2007

Extent and Medium: 20 archive boxes; 4 framed portraits; 2 albums

Access: published material open; other items closed for 20 years after last date on file. Some items may be subject to extended closure under Data Protection legislation. **Closed items are designated in red.**

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IALS Institutional Archives: Series list

IALS 1 'Historical files': compilations of historical events, 1934 -1995

Extent and form: 1 archive box (12 files)

Scope and content: the files are compilations of events of interest in the history of the Institute, and include background papers to its establishment, opening ceremonies, policy statements and press cuttings.

System of arrangement: chronological

Access: open

Archival history: most of these files were probably put together by the IALS Secretaries K Howard Drake, J A Boxhall and H F Patterson to isolate information of historical interest relating to the Institute. The compilation files at IALS 1/10-12 were created by the Academic Assistant and passed to the Archives by the IALS Librarian.

Item list:

Reference	Title	Dates
IALS 1/1	File, originally titled "Lord Macmillan's papers" and probably compiled by K Howard Drake, containing the following:- <ul style="list-style-type: none">• Report of the Legal Education Committee 1934• Letters to Lord Macmillan from D Hughes Parry and K Howard Drake about the Institute• Press cuttings about the Institute	1934-1952
IALS 1/2	File containing policy statements of the Institute, originally one box file with 5 folders of multiple copies as follows: <ul style="list-style-type: none">• Statement of development policy 1950• IALS & SOAS: memorandum of agreement on Library policy, 1951• Legal research policy, 1954• Research assistance requirements, 1955• University Grants Committee visitations, 1948, 1951, 1955: policy papers prepared for the visitations	1948-1955
IALS 1/3	Files containing working papers relating to the opening ceremony of the IALS <ul style="list-style-type: none">• Guest lists• Speeches• Press Cuttings• Correspondence• Agenda	1948

Reference	Title	Dates
IALS 1/4	First IALS Prospectus (5 copies)	1948
IALS 1/5	Second IALS Annual Report	1948-1949
IALS 1/6	Opening of the Nuffield Library, 27 June 1950 <ul style="list-style-type: none"> • General arrangements • Guest list • Press cuttings 	1950
IALS 1/7	File of miscellaneous press cuttings	1962-1986
IALS 1/8	Opening of Charles Clore House, April 1976 <ul style="list-style-type: none"> • Guest lists • Invitations • Order of ceremony • Press cuttings • Memorial service for Sir Charles Clore, 1979 	1976-1979
IALS 1/9	Patterson's file on the visit of HRH the Princess Anne, Chancellor, on 23 Oct 1986 <ul style="list-style-type: none"> • Guest lists • Order of ceremony • Press cuttings • Administrative arrangements 	1986
IALS 1/10	Academic Secretary's papers relating to the academic future of IALS: <ul style="list-style-type: none"> • Research Committee/Academic Staff meetings: minutes, agenda and papers, Jan 1990 - Oct 1994 • A Proposal to create a Chair of Legal Education at the Institute, Sept 1992 • Press release re expansion of IALS, 1995 	1990-1995
IALS 1/11	Academic Secretary's papers relating to the publications of IALS histories: <ul style="list-style-type: none"> • W A Steiner's draft history of IALS • Mrs Barbara Steiner's reminiscences of early days at IALS 	1995
IALS 1/12	Academic Secretary's collection of obituaries, press cuttings and papers on the following persons: <ul style="list-style-type: none"> • Muriel Anderson, 1991 • Norman Anderson, 1994 • Erwin Griswold, 1995 	1991-1994

IALS 2 IALS Directors: correspondence and papers, 1946-1995

Extent and form: 3 boxes (24 files)

Administrative history: Directors of the Institute have been as follows:-

1947-1959	Sir David Hughes Parry MA, LLD
1960-1976	Sir Norman D Anderson OBE, MA, LLD
1976-1986	Professor A L Diamond LL.M
1986-1988	Sir Jack Jacob QC, LLD, Dr Juris
1988-1994	Professor T C Daintith MA
1995-2004	Professor B A K Rider LL.B, MA, PhD (Lond), PhD (Cantab), Hon LLD
2004-2013	Professor Avrom Sherr
2013-2018	Jules Winterton
2018- present	Professor Carl Stychin

The Director's functions are as follows:-

- to/ lay down policy directions for IALS
- to give academic leadership
- to ensure efficient management
- to represent IALS within the University and outside
- to participate on behalf of IALS in the direction and management of the School of Advanced Study

Scope and contents: the papers below consist of miscellaneous files identified to date as being those of the various Directors, and in Sir David Hughes Parry's case also cover his first two years as Chairman of the Committee of Management. Some personal papers of Parry's are also included. Further papers of these and of succeeding directors will be added to the IALS Archives as they are transferred.

System of arrangement: roughly chronological

Access: files open 20 years after last date on file; published material open

Related material: it should be noted that Directors' correspondence and papers are frequently filed together with the IALS Secretaries' papers (see IALS 3-5).

Item list:

IALS 2/1 Correspondence and papers of Sir David Hughes Parry (Director 1947-1959) 1946-1962

Reference	Title	Dates
IALS 2/1/1	Official correspondence	1946-1962
IALS 2/1/2	Personal correspondence	1948-1957
IALS 2/1/3	Correspondence and papers relating to the Director's visit to North America in Oct/Nov 1949	1949

Reference	Title	Dates
IALS 2/1/4	Statement of development policy for 1952-1957	1950
IALS 2/1/5	Statement of development policy for 1957-1962	1955
IALS 2/1/6	Parry's annotated papers and correspondence as a member of the Law Reform Committee	1954-1959

IALS 2/2 Correspondence and papers of Sir Norman D Anderson (Director 1960-1976) 1948-1960

Reference	Title	Dates
IALS 2/2/1	Statement of development policy for 1960 including historical material and papers relating to UGC visit	1948-1960
IALS 2/2/2	Statement of development policy for 1972-1977	1950-1970
IALS 2/2/3	"Miscellaneous papers relating to applications for Ford African-Asian junior research fellowships". Includes minutes of the Fellowship Sub-committee, Director's correspondence and applications	1969-1970
IALS 2/2/4	Correspondence and papers relating to appeals for capital finance for the new Institute building (Charles Clore House)	1972-1976
IALS 2/2/5	Correspondence and papers concerning invitations to the opening of Charles Clore House	1976
IALS 2/2/6	File: Committee on Legal Education for Africans	1960

IALS 2/3 Correspondence and papers of Professor A L Diamond (Director 1976-1986) 1981-1986

Reference	Title	Dates
IALS 2/3/1	Professor Diamond's papers as Chairman, British Library working party on provision for law (1981-1982; more detailed papers comprising Muriel Anderson's papers on the working party are at IALS 9/1): agenda, minutes and final report	1981-1982
IALS 2/3/2	Correspondence and submissions	1981
IALS 2/3/3	Correspondence and submissions	1982
IALS 2/3/4	Chairman's notes, interim report and background papers	1981-1982
IALS 2/3/5	Responses to the report and discussion papers on future initiatives	1983-1986

IALS 2/4 Correspondence and papers of Sir Jack Jacob (Director 1986-1988) 1986-1987

Reference	Title	Dates
IALS 2/4/1	Correspondence and papers concerning the 40 th anniversary visit to the Institute of the Chancellor, HRH the Princess Anne on 23 Oct 1986	1986-1987
IALS 2/4/2	Copy of Sir Jack's paper titled "The Implications of the Naylor Report" [recommending a unified university library], 1987	1987
IALS 2/4/3	Correspondence file re Naylor and Megarry reports, inc copies of the reports, correspondence and responses.	1987
IALS 2/4/4	Papers concerning the Megarry Report	c.1986

IALS 2/5 Correspondence and papers of Terence Daintith (Director 1988-1994), 1988-1995

Reference	Title	Dates
<u>IALS 2/5/1</u>	<u>Files relating to the International Centre for Public Law.</u>	<u>1988-1995</u>
IALS 2/5/1/1	Public Law Project:	1988-1995
IALS 2/5/1/2	"International Centre for Public Law: Legal Funding and Finance"	1992-1995
IALS 2/5/1/3	ICPL file	1993-1995

IALS 3 Correspondence and Papers of IALS Secretary/Librarian 1946-1984

Extent and form: 3 boxes (14 files)

Administrative history: the IALS Secretary and Librarian undertook the administration of the Institute under the direction of the Committee of Management and was also responsible for building up the library. The position was held by K Howard Drake from 1947 until his death in 1967. He was succeeded by W A F P Steiner. In 1971 the functions were separated, with Steiner continuing as IALS Librarian while administrative duties passed to a new Secretary, J A Boxhall.

Scope, content and system of arrangement: the papers listed below primarily comprise a selection of the general and administrative files of K Howard Drake, with a small amount of correspondence of Steiner and Boxhall. Files 1-9 comprise what was left following a weeding exercise in 1974 by J A Boxhall; they were placed in four box files entitled "Current files – earlier correspondence: weeded JB 1974". The arrangement in the box files was alphabetical and this arrangement has been continued in the series. Some further files with similar markings, which were clearly correspondence and papers of K Howard Drake as Librarian, were found loose in a variety of locations and have been added to the series. Original file titles are listed in inverted commas. Later files have been added, as they were identified, chronologically; these later records comprise files created prior to the separation of administrative functions in 1971.

Access: open

Related material: it should be noted that Directors' correspondence and papers (see IALS 2) are frequently filed together with the Secretaries' papers.

Item list:

Reference	Title	Dates
IALS 3/1	"British Museum"; correspondence of Drake and Steiner	1947-1972
IALS 3/2	"General correspondence"; file relating to Library acquisitions and binding	1956-1967
IALS 3/3	"General correspondence"; file on cataloguing and indexing procedures	1965-1967
IALS 3/4	International Association of Law Libraries: course in law librarianship, Luxembourg, 1966"; Drake's file as President of the IALL	1965-1966
IALS 3/5	International Association of Law Libraries: Uppsala, 1966"; Drake's file as President of the IALL	1965-1966
IALS 3/6	"Miss E M Moys"; correspondence between K Howard Drake and Elizabeth Moys, Acting Librarian, University of Lagos and later of Glasgow University Library	1962-1968
IALS 3/7	"Nuffield Foundation"; correspondence and papers relating to grants to the IALS Library	1946-1970
IALS 3/8	"Standing Conference of Librarians of the Libraries of the University of London"; correspondence	1954-1969
IALS 3/9	"University Grants Commission: annual returns"	1948-1965
IALS 3/10	"Library Policy"; draft policy statements, background papers, Library Committee minutes	1947-1984
IALS 3/11	Correspondence with the Library, Osgoode Hall Law School, Canada	1949-1961
IALS 3/12	Lists of current legal research topics, editions 1-14	1949-1966
IALS 3/13	K Howard Drake Memorial Fund - correspondence and papers. Photographs removed to IALS 12/5-6	1968-1975
IALS 3/14	Secretary/Librarian's telephone directory	n.d.

IALS 4 Secretary/Librarian's Building and Maintenance Files, 1947-1975

Extent and form: 2 archive boxes (15 files)

Administrative history: the IALS premises at 25 Russell Square were opened on 11/6/48. The Institute later expanded into No. 26 Russell Square, and in 1956 took over additional premises at 1 Woburn Square. A new filing system (see IALS 5) was instituted for building, works and maintenance files covering the new building at Charles Clore House, 17 Russell Square, from December 1975.

Scope and content: originally contained in box files marked “Russell Square general repairs, maintenance, building alterations” and “Woburn Square: installation, tenancy”, the files listed below contain the correspondence and papers of K Howard Drake and to a lesser extent of his successors, Steiner and Boxhall. Correspondence is mostly with the University of London concerning the adaptation, refurbishment and repair of the IALS buildings. Original file titles are given in inverted commas. Considerable weeding has been undertaken of some files to remove ephemera and duplicates; where this has occurred files have sometimes been amalgamated.

System of arrangement: as per original box file.

Access: open

Item list:

Reference	Title	Dates
IALS 4/1	25 Russell Square: re-organisation, electrical, equipment (files amalgamated). Includes plans	
IALS 4/2	25 Russell Square: Institute extension, adaptation (files amalgamated)	1947-1958
IALS 4/3	"25 Russell Square: furniture"	1947-1954
IALS 4/4	"Finance – 26 Russell Square: capital grant"	1947-1953
IALS 4/5	"26 Russell Square: upper part, file no. 1 University capital grants"	1948-1950
IALS 4/6	"Capital grant – allocation"	1951-1954
IALS 4/7	"25/26 Russell Square: general repairs, building alterations etc". Includes plans. Photographs removed to IALS 12/7	1948-1955
IALS 4/8	"Premises: extension 25/26 Russell Square"	1957-1965
IALS 4/9	"Premises – 28 Russell Square: general". Includes plans	1965-1967
IALS 4/10	"Premises – 28 Russell Square: plans and specifications"	1963-1972
IALS 4/11	"Premises – 28 Russell Square: shelving"	1964
IALS 4/12	"Premises – 28 Russell Square: electricity"	1964
IALS 4/13	"Premises- insurance" (continuation file at IALS 5/18)	1963-1964
IALS 4/14	"Premises- fire regulations"	1970-1975
IALS 4/15	"1 Woburn Square: installation, tenancy etc" (files amalgamated). Includes plans	1971-1973, 1956-1968

IALS 5 IALS Secretary's New Building Files, 1959-1982

Extent and form: 1 archive box (18 files)

Administrative history: the Institute moved into a new building at Charles Clore House, 17 Russell Square in December 1975; it was officially opened on 1 April 1976.

Scope and content: this series is in part a continuation of IALS 4 in that it comprises building, works and maintenance files of Drake, Steiner and Boxhall. The bulk of the files comprise Boxhall's papers as IALS Secretary, following the division of the dual function of the Secretary as librarian and administrator in 1971 into two components.

System of arrangement: chronological; original file titles are given in inverted commas.

Access: open

Archival history: this new file series appears to have been instituted c.1966 to cover papers relating to the new building.

Item list:

Reference	Title	Dates
IALS 5/1	File of press cuttings concerning proposed creation of a University of London precinct	
IALS 5/2	"New building: premises"	1959
IALS 5/3	"New building: general notes"	1961-1964
IALS 5/4	"New building: services"	1963-1972
IALS 5/5	"New building: miscellaneous papers; development policy"	1965-1976
IALS 5/6	"New building: television"	1968-1977
IALS 5/7	"New building: furniture and fittings lists"	1968-1972
IALS 5/8	"New building: furniture grants - notes"	1970-1971
IALS 5/9	"New building: shelving"	1970-1979
IALS 5/10	"New building: telephones". Includes plans	1972-1976
IALS 5/11	"New building: electrical services – kitchen"	1972-1976
IALS 5/12	"New building: maintenance"	1972-1974
IALS 5/13	"New building: opening ceremony"	1973-1977
IALS 5/14	"New building: Howard Drake Room"	1973-1976
IALS 5/15	"New building: the Council Room"	1974
IALS 5/16	"New building: move"	1974
IALS 5/17	"New building: Sir Douglas Logan's room"	1974-1976
IALS 5/18	"[New building] premises: insurance" (earlier file at IALS 4/13)	1975-1982

IALS 6 IALS Secretary: Estimates Files, 1949-1985

Extent and form: 1 archive box (5 files)

Scope and content: these estimates were compiled by the Secretary (primarily J A Boxhall).

Access: open

Item list:

Reference	Title	Dates
IALS 6/1	First and revised estimates	1949-1952; 1979-1987
IALS 6/2	Estimates, with related correspondence and papers	1979-1980
IALS 6/3	Estimates, with related correspondence and papers	1978-1980
IALS 6/4	Estimates, with related correspondence and papers	1981-1983
IALS 6/5	Estimates, with related correspondence and papers	1983-1985

IALS 7 IALS Accounting Records, 1947-1950

Extent and form: 4 volumes

Scope and content: this series comprises account books between 1947-1950.

Access: open

Archival history: the volumes were located and selected as examples of IALS' accounting procedures during the 1997 survey to find items of historical interest.

Item list:

Reference	Title	Dates
IALS 7/1	IALS accounts book	Oct 1947 – Jan 1949
IALS 7/2	IALS: Library accounts book	Feb 1949 – Jan 1950
IALS 7/3	IALS: monthly accounts other than Library	Feb 1949 – Jan 1950
IALS 7/4	IALS: petty cash accounts and credits	Feb 1949 – Jan 1950

IALS 8 IALS Secretary's Policy and General Files, 1971-1988

Extent and form: 2 archive boxes (13 files)

Scope and content: the files listed below comprise primarily the files of J A Boxhall, Secretary from 1971-1986, when he retired due to ill-health. He was replaced temporarily by H F Patterson. In 1987 a new Administrative Secretary, D E Phillips, was appointed. Later files contain some papers of all three secretaries.

System of arrangement: the original order of many of the files is unknown as most file covers had been removed and the files rearranged prior to transfer to the Archives.

Access: open

Item list:

Reference	Title	Dates
IALS 8/1	Secretaries' papers relating to IALS Committees (original file order and content retained)	1971-1973

Reference	Title	Dates
IALS 8/1/1	Secretaries' file on establishment, terms of reference and membership of Committee of Management (the committee carried out the administration of the Institute and had two sub-committees, the General Purposes sub-committee and the Library sub-committee)	1946-1988
IALS 8/1/2	J A Boxhall: annotated copies of papers of Committee of Management): agenda, minutes and papers (includes minutes of the two sub-committees)	June 1971- June 1973
IALS 8/1/3	Committee of Management: agenda, minutes and papers (includes minutes of the two sub-committees)	Nov 1973 - June 1975
IALS 8/1/4	Committee of Management: agenda, minutes and papers (includes minutes of the two sub-committees)	Nov 1975 – Feb 1977
IALS 8/1/5	Committee of Management: agenda, minutes and papers (includes minutes of the two sub-committees)	Nov 1977 - May 1979
IALS 8/1/6	Committee of Management: agenda, minutes and papers (includes minutes of the two sub-committees)	1984-1986
IALS 8/1/7	Committee of Management: agenda, minutes and papers of the Services Sub-committee	1984-1986
IALS 8/2	J A Boxhall: correspondence and papers relating to meetings of Institute secretaries	1977-1982
IALS 8/3	J A Boxhall: correspondence and papers concerning Court and Senate grants	1977-1987
IALS 8/3/1	Correspondence and papers concerning Court and Senate grants	1977-1982
IALS 8/3/2	Correspondence and papers concerning Court and Senate grants	1983-1987
IALS 8/4	J B Boxhall: file relating to the BIICL (British Institute of International and Comparative Law) lease	1977-1978
IALS 8/5	J B Boxhall: file relating to meetings of the Government Legal Advisers Course Advisory Board: annotated agenda, minutes and papers	1982-1986
IALS 8/6	J B Boxhall: policy file relating to an IALS fund raising working party	1985-1986

IALS 9 Assistant Librarians' Correspondence and Papers, 1980-1988

Extent and form: 1 archive box (11 files)

Scope and content: the series comprises some miscellaneous papers of Miss Muriel Anderson, Assistant Librarian at the Institute until 1982, when she became Librarian.

Access: open

Item list:

Reference	Title	Dates
IALS 9/1	Miss Anderson's papers as a member of the British Library working party on provision for law (for the Chairman's papers see IALS 2/3]: original file order and titles retained	1980-1982
IALS 9/1/1	British Library working group on business information	1980
IALS 9/1/2	British Library working party on provision for law: miscellaneous notes	1981
IALS 9/1/3	British Library working party on provision for law: submissions	1981-1982
IALS 9/1/4	British Library working party on provision for law: policy and holdings misc	1981
IALS 9/1/5	British Library working party on provision for law: policy and holdings USA	1981
IALS 9/1/6	British Library working party on provision for law: policy and general	1981
IALS 9/1/7	British Library working party on provision for law: general correspondence (Miss Anderson's correspondence)	1981-1982
IALS 9/1/8	British Library working party on provision for law: agenda, minutes and notes of meetings	1981-1982
IALS 9/2	Miss Anderson's papers as Chairman of the British Library law working group (established to examine and follow-up the working party's report)	1983-1988
IALS 9/2/1	Correspondence, submissions, minutes and recommendations	1983-1985
IALS 9/2/2	Correspondence and papers concerning future initiatives	1986-1988
IALS 9/3	Assistant Librarian's telephone book	c.1982

IALS 10 IALS Library: Sample Working Records 1960-1995

Extent and form: 1 archive box (5 items)

Access: open

Item list:

Reference	Title	Dates
IALS 10/1	<i>IALS: Notes for Readers</i>	1960; 1972
IALS 10/2/1-3	Gate signing-in books [the books were created at a rate of c.1 per month from 1975-1998; the bulk were destroyed and three retained as samples]	1975; 1985; 1995
IALS 10/3	Index to foreign periodicals – payments record	1979-1984

IALS 11 Plans of IALS Buildings 1946-1974

Extent and form: 1 box of plans

System of arrangement: the plans were originally kept folded in three box files. They have been reboxed but otherwise left unchanged pending acquisition of suitable containers; arrangement is chronological.

Access: open

Item list:

Reference	Title	Dates
IALS 11/1	25-26 Russell Square: miscellaneous plans	1946-1953
IALS 11/2	25-26 Russell Square: alterations to basement, ground and first floors; 28 Russell Square: basement	1966-1967
IALS 11/3	New Law Institute: plans and sections	1968-1974

IALS 12 Photographs and Portraits, with Related Correspondence n.d., 1948-1989

Extent and form: 4 framed portraits, 2 albums, 1 archive box of loose photographs and papers

System of arrangement: where there are two or more prints of the same photograph, the items have been numbered a, b, c etc. Where there are different versions of a similar subject, the items have been numbered 1,2, 3 etc.

Access: tbc

Copyright: copyright is stated in the item list where known: refer to individual item descriptions.

Archival history: these photographs and negatives, plus some related correspondence, were passed to the Archives by the Institute Librarian in 1999. The subject matter of all material has been identified, but it has not always been possible to establish dates, provenance and copyright.

Item list:

Reference	Title	Dates
IALS 12/1	Framed black and white photograph of a portrait of Sir David Hughes-Parry, Director 1947-1959	n.d.
IALS 12/2	Framed black and white photograph of the Rt Hon Lord du Parcq, member of the Committee of Management, 1948-49. Taken while a Lord Justice of Appeal. With name plate. [Note: frame is loose] <u>Copyright:</u> Walter Stoneman, London	n.d.
IALS 12/3a-b	Undated colour photograph (2 copies) of portrait of Sir Norman Anderson, Director 1960-1976. With negatives. Originally filed inside the cover of the album at IALS 12/10. <u>Copyright:</u> DAK Panatonic The original portrait hangs in the Hughes Parry Council Chamber at the Institute	n.d.
IALS 12/4	Colour photograph of Sir Norman Anderson	n.d.
IALS 12/5a-b	K Howard Drake, Secretary and Librarian 1947-1967: studio photograph (2 copies, one with soft frame), with negatives and covering letter. Removed from IALS 3/13 <u>Copyright:</u> Studio Jeunesse Ltd, London	1972
IALS 12/6a-b	K Howard Drake: undated photo (two copies) of a snapshot taken with Dr William B Slim, Foreign Law Librarian, Los Angeles County hall Library (2 copies). Removed from IALS 3/13	n.d.
IALS 12/7/1-2	Two photographs of the interior of the IALS Library. Removed from IALS 4/7	c.1960s
IALS 12/8a-b	Two photographs entitled "University of London redevelopment: Law Institute, DM 249/2" <u>Copyright:</u> Donald Mill	n.d.
IALS 12/9	Photograph of IALS building taken from Bedford Way <u>Copyright:</u> Frank Dabba Smith, Northwood, Middx	n.d.
IALS 12/10a-b	Two photographs of the Institute taken from Russell Square. One marked "W Blumenthal, U of Denver[?], College of Law, March 1985" <u>Copyright:</u> W Blumenthal	1985
IALS 12/11	Album entitled "Official opening of Charles Clore House Thursday 1 April 1976 by H M Queen Elizabeth, Chancellor of the University of London". With captions. <u>Copyright:</u> Paul Fox	1976

Reference	Title	Dates
IALS 12/12	Correspondence relating to acquisition of items IALS 12/7-10. Originally filed inside the cover of the album at IALS 12/10	1989
IALS 12/13/1-5	Photographs of H M the Queen Mother at the opening of Charles Clore House, 1 st Apr 1976. Removed from IALS 1/6	1976
IALS 12/14	Folder of photographs, with covering letter and handwritten list of some of the contents, of the 40 th anniversary visit to the Institute of the Chancellor, HRH the Princess Anne, on 23 Oct 1986. Passed to the Institute by Hugh Patterson. <u>Copyright</u> : Sky Photographic Services, London	1986
IALS 12/15	Glass slides of the above	1986
IALS 12/16	Album of photographs of the 9 th International Congress of FIDE (International Federation for European Law), 25 th -27 th Sept 1980). J A Boxhall and Sir Jack Jacobs were members.	1980
IALS 12/17	Photograph album containing a typescript history of IALS at 25/26 Russell Square and 23 photographs of interior and exterior of the building. Photographs taken by David K Gough, prior to the move to Charles Clore House. Includes 2 loose photographs and captions. Copyright <u>David K Gough</u>	1975
IALS 12/18	Construction site for [Charles Clore House and Institute of Education?]	1971
IALS 12/19	Framed black and white photograph of Professor HF Jolowicz, Chairman of the Library Sub-Committee, 1947-1954	[1940s?]
IALS 12/20	Framed black and white photograph of Professor FH Lawson, Chairman of the Library Sub-Committee, 1954-1972	[1950s?]
IALS 12/21	Framed black and white photograph of Sir Otto Kahn-Freund, Chairman of the Library Sub-Committee, 1972-1978	[1950s?]
IALS 12/22	Photograph: Plaque on wall of 25/26 Russell Square stating that IALS has moved to 17 Russell Square. Handwritten note on original envelope indicates "This was to be endplate to 25/28/28 album".	[1975]
IALS 12/23	Envelope containing 27 photographs: "17 Russell Sq inside and out". Includes photographs of exterior, and interior inc library, library office, staff room.	1976-1978

Reference	Title	Dates
IALS 12/24	Envelope containing black and white photographs of the Reading Rooms in 25 Russell Square.	[c1948]
	<u>Copyright</u> : Heals Contracts Ltd	

IALS 13 Printed and Published Papers produced by or concerning the Institute 1947-2007

Extent and form: 16 volumes, 94 booklets and 5 pamphlets

Access: open

IALS 13/1 IALS Annual Reports 1947-2011

Extent and form: 2 volumes; 34 booklets

Scope and Contents: the annual reports are produced in accordance with the academic year and therefore run 1 August to 31 July. There are two versions of the 2006-2007 annual report: the initial print run and then the corrected reprint. Both have been preserved here: IALS 13/1/33 should be taken as the official copy.

Access: open

Item list:

Reference	Title	Dates	Extent
IALS 13/1/1	IALS First - Eighteenth Annual Reports	1947-1965	1 bound volume
IALS 13/1/2	IALS Nineteenth - Thirtieth Annual Reports	1966-1977	1 bound volume
IALS 13/1/3	IALS Thirty First Annual Report	1977-1978	1 item
IALS 13/1/4	IALS Thirty Second Annual Report	1978-1979	1 item
IALS 13/1/5	IALS Thirty Third Annual Report	1979-1980	1 item
IALS 13/1/6	IALS Thirty Fourth Annual Report	1980-1981	1 item
IALS 13/1/7	IALS Thirty Fifth Annual Report	1981-1982	1 item
IALS 13/1/8	IALS Thirty Sixth Annual Report	1982-1983	1 item
IALS 13/1/9	IALS Thirty Seventh Annual Report	1983-1984	1 item
IALS 13/1/10	IALS Thirty Eight Annual Report	1984-1985	1 item
IALS 13/1/11	IALS Thirty Ninth Annual Report	1985-1986	1 item
IALS 13/1/12	IALS Fortieth Annual Report	1986-1987	1 item
IALS 13/1/13	IALS Annual Report 1987-1988	1987-1988	1 item
IALS 13/1/14	IALS Annual Report 1988-1989	1988-1989	1 item
IALS 13/1/15	IALS Annual Report 1989-1990	1989-1990	1 item

Reference	Title	Dates	Extent
IALS 13/1/16	IALS Annual Report 1990-1991	1990-1991	1 item
IALS 13/1/17	IALS Annual Report 1991-1992	1991-1992	1 item
IALS 13/1/18	IALS Annual Report 1992-1993	1992-1993	1 item
IALS 13/1/19	IALS Annual Report 1993-1994	1993-1994	1 item
IALS 13/1/20	IALS Annual Report 1994-1995	1994-1995	1 item
IALS 13/1/21	IALS Annual Report 1995-1996	1995-1996	1 item
IALS 13/1/22	IALS Annual Report 1996-1997	1996-1997	1 item
IALS 13/1/23	IALS Annual Report 1997-1998	1997-1998	1 item
IALS 13/1/24	IALS Annual Report 1998-1999	1998-1999	1 item
IALS 13/1/25	IALS Annual Report 1999-2000	1999-2000	1 item
IALS 13/1/26	IALS Annual Report 2000-2001	2000-2001	1 item
IALS 13/1/27	IALS Annual Report 2001-2002	2001-2002	1 item
IALS 13/1/28	IALS Annual Report 2002-2003	2002-2003	1 item
IALS 13/1/29	IALS Annual Report 2003-2004	2003-2004	1 item
IALS 13/1/30	IALS Annual Report 2004-2005	2004-2005	1 item
IALS 13/1/31	IALS Annual Report 2005-2006	2005-2006	1 item
IALS 13/1/32	IALS Annual Report 2006-2007: first version	2006-2007	1 item
IALS 13/1/33	IALS Annual Report 2006-2007: reprint	2006-2007	1 item
IALS 13/1/34	IALS Annual Report 2007 – 2008	2007-2008	1 item
IALS 13 /1/35	IALS Annual Report 2008 – 2009	2008-2009	1 item
IALS 13/1/36	IALS Annual Report 2010	2010	1 item
ILAS 13/1/37	IALS Annual Report 2011	2011	1 item

IALS 13/2 IALS *Bulletin*, 1994-1997

Extent and form: 8 booklets

Access: open

Related material: a full set is held in the IALS Library. The following copies are extant in the Archives:

Item list:

Reference	Title	Dates
IALS 13/2/1	IALS <i>Bulletin</i> , Issue 18 Oct 1994	1994 October
IALS 13/2/2	IALS <i>Bulletin</i> , Issue 19 Jan 1995	1995 January
IALS 13/2/3	IALS <i>Bulletin</i> , Issue 20 May 1995	1995 May
IALS 13/2/4	IALS <i>Bulletin</i> , Issue 21 Oct 1995	1995 October
IALS 13/2/5	IALS <i>Bulletin</i> , Issue 22 Jan 1996	1996 January
IALS 13/2/6	IALS <i>Bulletin</i> , Issue 23 May 1996	1996 May
IALS 13/2/7	IALS <i>Bulletin</i> , Issue 24 Oct 1996	1996 October
IALS 13/2/8	IALS <i>Bulletin</i> , Issue 25, Jan 1997	1997 January

IALS 13/3 Friends of the Institute, *Directory* 1990-1995

Extent and form: 6 booklets

Access: open

Item list:

Reference	Title	Dates
IALS 13/3/1	<i>Friends of the Institute, Directory 1990</i>	1990
IALS 13/3/2	<i>Friends of the Institute, Directory 1991</i>	1991
IALS 13/3/3	<i>Friends of the Institute, Directory 1992</i>	1992
IALS 13/3/4	<i>Friends of the Institute, Directory 1993</i>	1993
IALS 13/3/5	<i>Friends of the Institute, Directory 1994</i>	1994
IALS 13/3/6	<i>Friends of the Institute, Directory 1995</i>	1995

IALS 13/4 University of London Intercollegiate Postgraduate Law Society *Directory* 1989-1995

Extent and form: 7 booklets

Scope and Contents: initially printed by IALS. The Society was also known as the Postgraduate Law Society and the University of London Law Society.

Access: open

Item list:

Reference	Title	Dates
IALS 13/4/1	<i>Directory</i> , June 1989	1989
IALS 13/4/2	<i>Directory</i> , 1989/90	1989
IALS 13/4/3	<i>Directory</i> , 1990/91	1990
IALS 13/4/4	<i>Directory</i> , 1991/2	1991
IALS 13/4/5	<i>Directory</i> , 1992/3	1992
IALS 13/4/6	<i>Directory</i> , 1993/4	1993
IALS 13/4/7	<i>Directory</i> , 1994/5	1994

IALS 13/5 IALS and SAS information pamphlets 20th century

Extent and form: 5 pamphlets

Access: open

Related material: promotional material and literature for the Library is found at IALS 17. The first Prospectus (1948) can be found at IALS 1 /4.

Item list:

Reference	Title	Dates
IALS 13/5/1	<i>IALS Profile</i>	n.d.
IALS 13/5/2	<i>IALS subscription services</i>	n.d.
IALS 13/5/3	<i>ULIAS: A Guide to University of London Institutes for Advanced Study</i> , University of London, 1991	1991
IALS 13/5/4	<i>1992-1993 at IALS</i>	1992
IALS 13/5/5	Prospectus: <i>The Institute of Advanced legal Studies</i>	[c1988]

IALS 13/6 W G Hart Legal Workshop papers 1995-2004

Extent and form: 10 booklets; 2 volumes

Scope and contents: from 1981 the annual workshop for law teachers hosted by the Institute of Advanced Legal Studies was supported by the WG Hart Bequest. (Foreword to Lord Wedderburn of Charlton and WT Murphy (eds), *Labour Law and the Community: Perspectives of the Law*).

Access: open

Accruals: further accruals are expected

Related material: papers from post-2004 workshops are available in the E-Repository available via the School of Advanced Studies website: <https://ials.sas.ac.uk/digital/ials-e-repository>. The proceedings of some workshops have also been published, including the workshops in 1996, 1999, 2000, and 2004. Papers from some of the workshops are held by IALS Library.

Please see the library catalogue for further details.

Item list:

Reference	Title	Dates	Extent
IALS 13/6/1	<i>Liability, Regulation and Risk Management: reorienting the Legal Debate</i>	1995	1 item
IALS 13/6/2	<i>Lawmaking for the European Union</i>	1996	1 item
IALS 13/6/3	<i>Access to Environmental Justice: a Comparative Examination</i>	1997	1 item
IALS 13/6/4	<i>Transnational (Corporate) Finance and the Challenge to the Law</i>	1998	1 item
IALS 13/6/5	<i>Legal Regulation of the Employment Relation</i>	1999	1 item
IALS 13/6/6	<i>The Idea of Property and Obligations in Law</i>	2002	2 volumes
IALS 13/6/7	<i>The Challenge of Migration to Legal Systems</i>	2004	1 item
IALS 13/6/8	Lord Wedderburn of Charlton and WT Murphy (eds), <i>Labour Law and the Community: Perspectives for the 1980s</i>	1982	1 item
IALS 13/6/9	Legal Theory	1984	1 item
IALS 13/6/10	Discrimination and Law	1990	1 item
IALS 13/6/11	Insolvency	1991	1 item
IALS 13/6/12	Concepts of property in the law	1993	2 volumes

IALS 13/7 Legal Skills working papers 1991-1994

Extent and form: 6 booklets

Scope and contents: the papers were produced by the Legal Skills Research Group which had a “programme of collective research, group discussions, and seminar presentations.” (see IALS 13/7/2).

Access: open

Related material: copies of some of these publications are held in the IALS Library. Please refer to the Library catalogue.

Item list:

Reference	Title	Date
IALS 13/7/1	P Hassett, P Bell & C O’Leary, (eds), <i>An Agenda for Comparative Legal Skills Research: the European Community and the Commonwealth</i> , 1992 Symposium	1992
IALS 13/7/2	Philip A Jones, <i>Competences, Learning Outcomes and Legal Education</i> , Russell Press, Notts, 1994	1994

Reference	Title	Date
IALS 13/7/3	Edwin H Greenebaum, <i>Coping with a Turbulent Environment: Development of Law Firm Training Programs</i>	1991
IALS 13/7/4	Hilary Lewis Ruttley, Diana Tribe and Tim Wolstencroft, <i>Skills for Legal Functions I: Deciding Disputes</i>	1992
IALS 13/7/5	Boon, Andy, Halpern, Ann and Mackie, Karl <i>Skills for Legal Functions II: Representation and Advice</i>	1992
IALS 13/7/6	Patricia Hassett and Maureen Fitzgerald, <i>Skills for Legal Functions III: Colloquium Proceedings</i>	1992

IALS 13/8 Research working papers 1991-1997

Extent and form: 7 booklets

Scope and contents: these working papers were the product of “work in progress arising out of the Institute’s research programmes and the research work of its Visiting Fellows and scholars” (IALS 13/8/1). The research series focused on all work “undertaken by or under the aegis of the Institute” (IALS 13/8/1). other than Legal Skills which were published separately (see IALS 13/7).

Access: open

Related material: copies of some of these publications are held in the IALS Library. Please refer to the Library catalogue.

Item list:

Reference	Title	Dates
IALS 13/8/1	Noreen Burrows, Hilary Hiram and Jenna Brown, <i>Implementing European Community Law: Official Control of Foodstuffs</i> , Castle Cary Press, Somerset, 1993	1993

Reference	Title	Dates
IALS 13/8/2	Christopher Vincenzi, <i>Implementing Community Law: Free Movement Rights in the United Kingdom Directive 90/364: A Case Study</i> , Castle Cary Press, Somerset 1994	1994
IALS 13/8/3	Spring Yuan Ching Fung & Anthony Watson-Brown, <i>The Template: A Guide for the Analysis of Complex Legislation</i> , Quorn Litho, Leics, 1994	1994
IALS 13/8/4	T Daintith (ed), <i>Constitutional Implications of Executive Self-Regulation: Comparative Experience</i> , IALS, 1996	1996
IALS 13/8/5	T Daintith (ed), <i>Constitutional Implications of Executive Self-Regulation: the New Administrative Law</i> , IALS, 1997	1997
IALS 13/8/6	Susan Bright and Maurice Sunkin, <i>Commercial Sponsorship of Legal Education</i>	1991
IALS 13/8/7	Patricia Hassett, <i>Using Expert System technology to Improve Bail Decisions</i>	1992

IALS 13/9 Union Lists and Guides to the Location of Sources 1949-1978

Extent and form: 12 booklets

Scope and contents: one of the primary objectives for the Institute of Advanced Legal Studies, as outlined in the Lord Chancellor's Committee 1934 was the "making the contents of other law libraries as well as its own known and available to "approved readers." (IALS 13/9/1). The Union Lists were the primary means of achieving this aim. Commencing with the Union List of Legal Periodicals: A Location Guide to Holdings of Legal Periodicals in Libraries in the United Kingdom, published in 1949, these publications went on to encompass Commonwealth and South African, United States, Air and Space, and Western European Law Literature. In addition, in 1974 and 1975 lists were compiled of holdings in London Libraries.

Access: open

Related material: copies of some of these publications are held in the IALS Library. Please refer to the Library catalogue.

Item list:

Reference	Title	Dates
IALS 13/9/1	Survey of Libraries Holdings of Legal Periodicals, Preliminary Edition, January 1949	1949
IALS 13/9/2	IALS Publication No 1: Union List of Legal Periodicals: A Location Guide to Holdings of Legal Periodicals in Libraries in the United Kingdom	1949
IALS 13/9/3	Union List of Legal Periodicals: A Location Guide to Holdings of Legal Periodicals in Libraries in the United Kingdom, 2 nd edition	1957

Reference	Title	Dates
IALS 13/9/4	Union List of Legal Periodicals: A Location Guide to Holdings of Legal Periodicals in Libraries in the United Kingdom, 3 rd edition	1968
IALS 13/9/5	Union List of Legal Periodicals: A Location Guide to Holdings of Legal Periodicals in Libraries in the United Kingdom, 4 th edition	1978
IALS 13/9/6	IALS Publication No. 2: Union List of Commonwealth Law Literature in Libraries in Oxford, Cambridge and London	1952
IALS 13/9/7	Union List of Commonwealth and South African Law: A Location Guide to Commonwealth and South African Legislation, Law Reports and Digests held by Libraries in the United Kingdom at May 1963.	1963
IALS 13/9/8	IALS Publication No 3: Union List of United States Law Literature in Libraries in Oxford, Cambridge and London	1954
IALS 13/9/9	Union List of United States Law Literature in Libraries in Oxford, Cambridge and London, 2 nd edition	1967
IALS 13/9/10	Union List of Air and Space Law Literature in the Libraries of Oxford, Cambridge and London. <u>WANTING</u>	
IALS 13/9/11	Union List of Air and Space Law Literature in the Libraries of Oxford, Cambridge and London, 2 nd edition	1975
IALS 13/9/12	Union List of West European Legal Literature: Publications held by Libraries in Oxford, Cambridge and London	1966
IALS 13/9/13	Finding list of primary source materials for British and Irish law held by London Libraries	1974
IALS 13/9/14	Supplement to Finding List of Primary Source Materials for British and Irish Law held by London Libraries	1975

IALS 13/10 Legal Research in the United Kingdom 1985

Extent and form: 1 booklet

Scope and contents: IALS first began collating information about current and completed research in 1948, making the findings available annual from 1950. To date, IALS has also issued three lists of completed legal research topics, covering 1935-1961, 1961-1966 and 1905-1984. Only the final of these is represented in the archive catalogue (WA Steiner *The Institute of Advanced Legal Studies of the University of London 1947-1976*).

Access: open

Related material: previous collations of legal research by IALS, published annually and entitled *List of current legal research topics: being topics forming the subject of research by students for degrees in universities and polytechnics in the United Kingdom* are available in the IALS Library. Please refer to the library catalogue for further information.

Item list:

Reference	Title	Dates
IALS 13/10/1	Legal Research in the United Kingdom 1905-1984	1985

IALS 13/11 Lists of Official Committees, Commissions and Other Bodies Concerned with the Reform of the Law 1979

Extent and form: 1 booklet

Scope and contents: this list was first issued in 1963/4 and focused on the UK. By 1967, the fourth edition covered committees in Commonwealth countries and the Republic of Ireland. (WA Steiner: *The Institute of Advanced Legal Studies of the University of London 1947-1976*).

Related material: the archive collection comprises the 1979 issue. Earlier issues are available in the IALS Library. Please refer to the library catalogue for further information.

Access: open

Item list:

Reference	Title	Dates
IALS 13/11/1	<i>Lists of Official Committees, Commissions and Other Bodies Concerned with the Reform of the Law</i> , No 9, June 1979	1979 June

IALS 13/12 IALS Research Publications 1956- 2005

Extent and form: 14 volumes

Scope and contents: research publications either published by or in co-operation with the Institute of Advanced Legal Studies.

Access: open

Item list:

Reference	Title	Dates
IALS 13/12/1	<i>A Bibliographical Guide to the Law of the United Kingdom, The Channel Islands and the Isle of Man</i>	1956
IALS 13/12/2	<i>Manual of Legal Citations, Part I: The British Isles</i>	1959
IALS 13/12/3	<i>Manual of Legal Citations, Part II: The British Commonwealth</i>	1960
IALS 13/12/4	Louis Loss (ed) <i>Multinational Approaches – Corporate Insiders, Second International Law Securities Conference</i>	1975

Reference	Title	Dates
IALS 13/12/5	Frank Wooldridge, <i>Groups of Companies: The Law and Practice in Britain, France and Germany</i>	1981
IALS 13/12/6	Tom Hadden, <i>The Control of Corporate Groups</i>	1983
IALS 13/12/7	Sir William Dale (ed) <i>British and French Statutory Drafting: The Proceedings of the Franco-British Conference of 7 and 8 April 1986</i>	1986
IALS 13/12/8	Terence Daintith, 'Legal research and Legal values', revised version of an inaugural lecture delivered at IALS on Nov 1, 1988, <i>Modern Law Review</i> , May 1989. Former ref codes: IALS 13/9; IALS 13/8/6	1989
IALS 13/12/9	Judith Freedman and Michael Godwin, <i>Legal Form, Tax and the Micro Business</i>	1991
IALS 13/12/10	Fiona Macmillan Patfield, <i>Perspectives on Company Law: 1</i>	1995
IALS 13/12/11	Barry Rider, <i>Law at the Centre: the Institute of Advanced Legal Studies at Fifty</i> , Kluwer Law International, 1999. Former ref codes: IALS 13/12 and IALS 13/10	1999
IALS 13/12/12	W A Steiner, <i>The Institute of Advanced Legal Studies of the University of London 1947-1976</i> . Former ref code: IALS 13/11/2	2000
IALS 13/12/13	Richard Moorhead, Professor Avrom Sherr and Sarah Rogers, <i>Compensation for inadequate Professional Services</i> , IALS, Apr 2000. Former ref codes: IALS 13/13 and IALS 13/11	2000
IALS 13/12/14	Dr Constantin Stefanou and Dr Helen Xanthaki (eds) <i>Manual in European Union Approximation</i>	2005
IALS 13/12/15	Dr Helen Xanthaki, <i>Expanding Your Company in France, Italy and Greece</i> [formerly IALS 13/13/1]	2002

IALS 14 Library Accession Records 1947-2008

Extent and form: 36 items

Scope and contents: these volumes are the record of each book purchased or donated to the library.

- For books 1 to 7 data recorded includes: Author; Title; Publisher; Date [of publication]; Price; Source; Vendor/Donor; Accession Number; Remarks. The volumes also include a record of cancelled books.
- Book 8 records Author, Title, etc; Source, Books – Purch[ase], Exch[ange], Gift IALS, Gift IFLP; Serials - Purch[ase], Exch[ange], Gift IALS, Gift IFLP; Remarks.
- From 10 April 1980 (accessions book 8) the recording system was changed and only an overview of the number of books and serials is recorded in the volume. Three-quarters

of book 8 is blank, with a note indicating that, as of August 1980, the figures are to be recorded in folders.

Access: open

Item list:

Reference	Title	Dates
IALS 14/1	Accessions book 1; 1 to 29364	1947-[c1971]
IALS 14/2	Accessions book 2, 29364 to 47334	1953-1971
IALS 14/3	Accessions book 3, 47335 to 67415	1957-1976
IALS 14/4	Accessions book 4, 67416 to 87886	1960s – 1970s
IALS 14/5	Accessions book 5, 87900 to 106796	1970s – 1981
IALS 14/6	Accessions book 6, 106798 to 126718	1970s-1981
IALS 14/7	Accessions book 7, 126719 to 143812	1970s - 1981
IALS 14/8	Accessions book 8, 143813 to 150230	1979-1980
IALS 14/9	Accessions Statistics 1 August 1980 - 31 July 1981	1980-1981
IALS 14/10	Accessions Statistics 1 August 1981 - 31 July 1982	1981-1982
IALS 14/11	Accessions Statistics 1 August 1982 - 31 July 1983	1982-1983
IALS 14/12	Accessions Statistics 1 August 1983 - 31 July 1984	1983-1984
IALS 14/13	Accessions Statistics 1 August 1984 - 31 July 1985	1984-1985
IALS 14/14	Accessions Statistics 1 August 1985 - 31 July 1986	1985-1986
IALS 14/15	Accessions Statistics 1 August 1986 - 31 July 1987	1986-1987
IALS 14/16	Accessions Statistics 1 August 1987 - 31 July 1988	1987-1988
IALS 14/17	Accessions Statistics 1 August 1988 - 31 July 1989	1988-1989
IALS 14/18	Accessions Statistics 1 August 1989 - 31 July 1990	1989-1990
IALS 14/19	Accessions Statistics 1 August 1990 - 31 July 1991	1990-1991
IALS 14/20	Accessions Statistics 1 August 1991 - 31 July 1992	1991-1992
IALS 14/21	Accessions Statistics 1 August 1992 - 31 July 1993	1992-1993
IALS 14/22	Accessions Statistics 1 August 1993 - 31 July 1994	1993-1994
IALS 14/23	Accessions Statistics 1 August 1994 - 31 July 1995	1994-1995
IALS 14/24	Accessions Statistics 1 August 1995 - 31 July 1996	1995-1996
IALS 14/25	Accessions Statistics 1 August 1996 - 31 July 1997	1996-1997
IALS 14/26	Accessions Statistics 1 August 1997 - 31 July 1998	1997-1998
IALS 14/27	Accessions Statistics 1 August 1998 - 31 July 1999	1998-1999
IALS 14/28	Accessions Statistics 1 August 1999 - 31 July 2000	1999-2000
IALS 14/29	Accessions Statistics 1 August 2000 - 31 July 2001	2000-2001

Reference	Title	Dates
IALS 14/30	Accessions Statistics 1 August 2001 - 31 July 2002	2001-2002
IALS 14/31	Accessions Statistics 1 August 2002 - 31 July 2003	2002-2003
IALS 14/32	Accessions Statistics 1 August 2003 - 31 July 2004	2003-2004
IALS 14/33	Accessions Statistics 1 August 2004 - 31 July 2005	2004-2005
IALS 14/34	Accessions Statistics 1 August 2005 - 31 July 2006	2005-2006
IALS 14/35	Accessions Statistics 1 August 2006 - 31 July 2007	2006-2007
IALS 14/36	Accessions Statistics 1 August 2007 - 31 July 2008	2007-2008

IALS 15 IALS Library Catalogues 1978-1995

Extent and form: 61 items

Scope and contents: the library collections were originally catalogued onto index cards. A system of microfiche was introduced later before work started to computerise the catalogue. Of these systems, the cards are reproduced in the volumes in IALS 15/1 and the microfiche is represented in the archives at IALS 15/2. Other material in this series is hand lists which were available for use in the Library.

Access: open

IALS 15/1 Catalogues of the Library of the Institute of Advanced Legal Studies 1978

Extent and form: 6 volumes

Scope and contents: published catalogues which comprise copies of the original library card catalogues (21 cards to a page), arranged alphabetically according to author's surname or subject. The subject catalogues include a List of Subject Headings at the beginning. The final volume includes the staff catalogue, which comprises the staff reference library holdings.

These volumes were created at the instigation of the publishers, as part of a programme to publish the catalogues of key libraries.

Access: open

Item list:

Reference	Title	Dates
IALS 15/1/1	Catalogue of the Library of the Institute of Advanced Legal Studies Author Catalogue volume 1 A-Gn	1978
IALS 15/1/2	Catalogue of the Library of the Institute of Advanced Legal Studies Author Catalogue volume 2 Go-Nev	1978
IALS 15/1/3	Catalogue of the Library of the Institute of Advanced Legal Studies Author Catalogue volume 3 New – Z	1978

IALS 15/1/4	Catalogue of the Library of the Institute of Advanced Legal Studies Subject Catalogue volume 4 A – England-H	1978
IALS 15/1/5	Catalogue of the Library of the Institute of Advanced Legal Studies Subject Catalogue volume 5 England-I - N	1978
IALS 15/1/6	Catalogue of the Library of the Institute of Advanced Legal Studies Subject Catalogue volume 6 O-Z; Command Papers; Theses; Staff Catalogue	1978

IALS 15/2 Microfiche catalogue 1989

Extent and form: 1 volume

Scope and contents: three separate strands: author/title; subject; and shelf list.

Appraisal: retained in original housing as an example of the system.

IALS 15/3 Lists of Books and Serials Added to the Library 1988-1995

Extent and form: 46 booklets

Scope and contents: regular print out of material received by the Library, giving bibliographic details and class mark.

Access: open

Item list:

Reference	Title	Date
IALS 15/3/1	Library Accessions List 1988-89, Number One	1988 Aug
IALS 15/3/2	Library Accessions List 1988-89, Number Two	1988 Sept
IALS 15/3/3	Library Accessions List 1988-89, Number Three	1988 Oct
IALS 15/3/4	Library Accessions List 1988-89, Number Four	1988 Nov
IALS 15/3/5	Library Accessions List 1988-89, Number Five	1988 Dec
IALS 15/3/6	Library Accessions List 1988-89, Number Six	1989 Jan
IALS 15/3/7	Library Accessions List 1988-89, Number Seven	1989 Feb
IALS 15/3/8	Library Accessions List 1988-89, Number Eight	1989 Mar
IALS 15/3/9	Library Accessions List 1989-90, Number 1	1989 Aug
IALS 15/3/10	Library Accessions List 1989-90, Number 2	1989 Sept
IALS 15/3/11	Library Accessions List 1989-90, Number 3	1989 Oct
IALS 15/3/12	Library Accessions List 1989-90, Number 4	1989 Nov
IALS 15/3/13	Library Accessions List 1989-90, Number 5	1989 Dec
IALS 15/3/14	Library Accessions List 1989-90, Number 6	1990 Jan
IALS 15/3/15	Library Accessions List 1989-90, Number 7	1990 Feb

Reference	Title	Date
IALS 15/3/16	Library Accessions List 1989-90, Number 8	1990 Mar
IALS 15/3/17	Library Accessions List Summer 1990	1990 Sept
IALS 15/3/18	Library Accessions List October 1990	1990 Oct
IALS 15/3/19	Library Accessions List November 1990	1990 Nov
IALS 15/3/20	List of Books and Serials Added to the Library, October 1991	1991 Oct
IALS 15/3/21	List of Books and Serials Added to the Library, November 1991	1991 Nov
IALS 15/3/22	List of Books and Serials Added to the Library, December 1991	1991 Dec
IALS 15/3/23	List of Books and Serials Added to the Library, January 1992	1992 Jan
IALS 15/3/24	List of Books and Serials Added to the Library, February 1992	1992 Feb
IALS 15/3/25	List of Books and Serials Added to the Library, March 1992	1992 Mar
IALS 15/3/26	List of Books and Serials Added to the Library, April 1992	1992 Apr
IALS 15/3/27	List of Books and Serials Added to the Library, May to August 1992	1992 Aug
IALS 15/3/28	List of Books and Serials Added to the Library, September to October 1992	1992 Oct
IALS 15/3/29	List of Books and Serials Added to the Library, November 1992	1992 Nov
IALS 15/3/30	List of Books and Serials Added to the Library, December 1992	1992 Dec
IALS 15/3/31	List of Books and Serials Added to the Library, January 1993	1993 Jan
IALS 15/3/32	List of Books and Serials Added to the Library, February 1993	1993 Feb
IALS 15/3/33	List of Books and Serials Added to the Library, March 1993	1993 Mar
IALS 15/3/34	List of Books and Serials Added to the Library, April 1993	1993 Apr
IALS 15/3/35	List of Books and Serials Added to the Library, May 1993	1993 May

Reference	Title	Date
IALS 15/3/36	List of Books and Serials Added to the Library, June 1993	1993 June
IALS 15/3/37	List of Books and Serials Added to the Library, July 1993	1993 July
IALS 15/3/38	List of Books and Serials Added to the Library, August 1993	1993 Aug
IALS 15/3/39	List of Books and Serials Added to the Library, September to October 1993	1993 Oct
IALS 15/3/40	List of Books and Serials Added to the Library, November 1993	1993 Nov
IALS 15/3/41	List of Books and Serials Added to the Library, December 1993 to February 1994	1994 Feb
IALS 15/3/42	List of Books and Serials Added to the Library, March to April 1994	1994 Apr
IALS 15/3/43	List of Books and Serials Added to the Library, July to August 1994	1994 Aug
IALS 15/3/44	List of Books and Serials Added to the Library, September to October 1994	1994 Oct
IALS 15/3/45	List of Books and Serials Added to the Library, November to December 1994	1994 Dec
IALS 15/3/46	List of Books and Serials Added to the Library, January to February 1995	1995 Feb

IALS 15/4 Lists of Serials 1988-1995

Extent and form: 5 volumes

Scope and contents: lists of serials available on open shelves, produced annually. These volumes were available in the library, sent out to subscribers and available for purchase at £5.

Note: in this context a serial refers to a publication which is produced on a regular or semi-regular basis, indefinitely. These lists therefore encompass journals but also law reports etc

Access: open

Item list:

Reference	Title	Date
IALS 15/4/1	List of Serials 1993/94	1994
IALS 15/4/2	List of Serials 1994/95	1995
IALS 15/4/3	List of Serials 1995/96 <u>WANTING</u>	1996

IALS 15/4/4	List of Serials 1996/97	1997
IALS 15/4/5	List of Serials 1997/98	1998
IALS 15/4/6	List of Serials 1999	1999

IALS 15/5 Temporary Catalogues 1992

Extent and form: 4 volumes

Scope and Contents: Vol 1 covers items received but not yet catalogued, and items ordered and not yet received. Instructions on the front cover indicate that this list was to be used if the reader was unable to find a specific item in the computer catalogue (post-1981 acquisitions) or the card catalogue (pre-1981 acquisition ones).

Vols 2 – 3 contain items from the LAQ90-91 Acquest file

Vol 4 is a revised edition of Vols 2 – 3.

Access: open

Item list:

Reference	Title	Date
IALS 15/5/1	Temporary Catalogue	1992
IALS 15/5/2	Temporary Catalogue A – I	1992 May
IALS 15/5/3	Temporary Catalogue J – Z	1992 May
IALS 15/5/4	Temporary Catalogue	1992 Nov

IALS 15/6 Short Loan Collection list 1993

Extent and form: 1 volume

Scope and contents: print out of material held on short loan access and therefore available to readers for a limited number of hours.

Access: open

Appraisal: retained as a snapshot of heavily used material in 1993.

Item list:

Reference	Title	Date
IALS 15 / 6	Short Loan Collection list	1993

IALS 16 IALS *Library News* 1989-2011

Extent and form: 10 leaflets

Scope and contents: An internal newsletter with Library staff as the intended audience, *Library News* was first produced in March 1989 and its stated aim was to “bring you up to date with changes in our working environment.” (IALS 16/1).

Access: open

Item list:

Reference	Title	Date
IALS 16/1	IALS Library News, March 1989	1989 Mar
IALS 16/2	IALS Library News, April 1989	1989 Apr
IALS 16/3	IALS Library News, June 1989	1989 June
IALS 16/4	IALS Library News, June 2008	2008 June
IALS 16/5	IALS Library News, September 2008	2008 Sept
IALS 16/6	IALS Library News, February 2009	2009 Feb
IALS 16/7	IALS Library News, June 2009	2009 June
IALS 16/8	IALS Library News, September 2009	2009 Sept
IALS 16/9	IALS Library News, June 2010	2010 June
IALS 16/10	IALS Library News, October 2010	2010 Oct
IALS 16/11	IALS Library News, January 2011	2011 Jan

IALS 17 Library and Information Services leaflets and promotional material c.2000-c.2005

Extent and form: 8 items

Access: open

Related material: promotional material and literature for IALS is catalogued as IALS 13/5.

Item list:

Reference	Title	Date	Extent
IALS 17/1	Library and Information Services bookmark	[c2000]	2 copies
IALS 17/2	Services for Researchers	[c2000]	2 copies
IALS 17/3	Flag (Foreign Law Guide) leaflet	[c2000]	1 item
IALS 17/4	IALS Library Services for LLM Students	[c2000]	1 item
IALS 17/5	Services for Researchers	[c2000]	1 item
IALS 17/6	Institute: guidance leaflet	n.d. [c 2005]	1 item

IALS 18 Conference and Course material 1973-1986

Extent and form: 2 items

Access: open

Item list:

Reference	Title	Dates	Extent
IALS 18/1	Delegate pack: Trends in Investor Protection:	1973	tbc
IALS 18/2	Programme: "A Course in International Law to be held at the Institute of Advanced Legal Studies 6-17 July 1987	1987	tbc

IALS 19 Institute of Advanced Legal Studies Board 1999

Extent and form: 1 item

Access: open

Accruals: further accruals are expected.

IALS 19/1 Review Committee papers, 1999

Extent and form: 1 item

Scope and contents: the Review Committee was a sub-committee of the Institute of Advanced Legal Studies Board, set up on 3 November 1998 in order to review the work and practices of IALS. It issued its findings in April 1999.

Access: open

Item list:

Reference	Title	Dates	Extent
IALS 19/1/1 <i>(Previous reference numbers: IALS 13/12 and 13/14)</i>	University of London: <i>IALS: School of Advanced Study: Institute of Advanced Legal Studies: Report of the Review Committee to the Chairman of the Board</i> , Apr 1999 [Goode Report]. Inc appendix	1999	2 items

IALS 20 Librarian's files 1975-1990

Extent and form: 5 items

Scope and contents: management files created by the Librarian.

Administrative history: in 1971 the roles of Secretary and Librarian were separated into two jobs. Willi Steiner continued as Librarian whilst John Boxhall was appointed Secretary. In 1982 Muriel Anderson, previously Assistant Librarian, succeeded Steiner. She in turn was succeeded by Jules Winterton in 1991.

Access: open, except for IALS 20/1 which contains personal data and is therefore closed for 75 years.

Item list:

Reference	Title	Dates
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IALS 20/1	"C/2/Staff: Library Attachments" closed until 2059	1975-1984
IALS 20/2	Income WG Hart Fund	1985-1986
IALS 20/3	File re proposed Union List of Law Reports	1986-1991
IALS 20/4	"Staff Annual Record"	1987-1990
IALS 20/5	File: University of London Faculty of Laws	1970-1986