

Institute of Advanced Legal Studies: Institutional Archives, 1934-2021

Extent and Medium: 146 folders; 158 volumes; 257 booklets; 27 leaflets; 289 plans; 4 framed portraits; 2 albums; 1 box loose photographs; 4 videos; 1 board (all contained in 63 archive boxes and 5 plan drawers equating to c.14 metres); 25 PDF files (c.72 MB)

Scope and content: the records below comprise the catalogued portion of the surviving institutional archives of the IALS. There is a considerable quantity of records, in both hard copy and digital formats, awaiting cataloguing.

Language/scripts of material: English

System of arrangement: each class of records is arranged differently; some are chronological, some alphabetical and others have no discernable system of arrangement.

Conditions governing 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.

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Copyright: IALS unless otherwise stated.

Physical characteristics: the collection comprises papers, some in files, plus a number of photographs and framed portraits.

Catalogue last updated: July 2023

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THE RECORDS

IALS 01: 'Historical file' - compilations of historical events, 1934 -1995

Extent and form: 12 folders (1 archive box); 1 PDF file. This is a hybrid series that contains both paper and digital 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 01/10-12 were created by the Academic Assistant and passed to the Archives by the IALS Librarian.

Item list:

Reference	Title	Dates
IALS 01/01	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 01/02	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 01/03	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
IALS 01/04	First IALS Prospectus (5 hard copies; 1 PDF)	1948

Reference	Title	Dates
IALS 01/05	Second IALS Annual Report	1948-1949
IALS 01/06	Opening of the Nuffield Library, 27 June 1950 <ul style="list-style-type: none"> • General arrangements • Guest list • Press cuttings 	1950
IALS 01/07	File of miscellaneous press cuttings	1962-1986
IALS 01/08	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 01/09	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 01/10	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 01/11	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 01/12	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 02: IALS Directors - correspondence and papers, 1946-1995

Extent and form: 24 folders (3 archive boxes)

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
1995-2004.1	Professor B A K Rider LLB, 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: open

Related material: it should be noted that Directors' correspondence and papers are frequently filed together with the IALS Secretaries' papers (see IALS 03-05).

Item list:

IALS 02/01: Correspondence and papers of Sir David Hughes Parry (Director 1947-1959) 1946-1962

Item list:

Reference	Title	Dates
IALS 02/01/01	Official correspondence	1946-1962
IALS 02/01/02	Personal correspondence	1948-1957
IALS 02/01/03	Correspondence and papers relating to the Director's visit to North America in Oct/Nov 1949	1949
IALS 02/01/04	Statement of development policy for 1952-1957	1950
IALS 02/01/05	Statement of development policy for 1957-1962	1955
IALS 02/01/06	Parry's annotated papers and correspondence as a member of the Law Reform Committee	1954-1959

Reference	Title	Dates
IALS 02/01/07	File on the establishment of the Institute and the system of management. A follow-up file is at IALS 02/02/07	1946-1953
IALS 02/01/08	Parry's correspondence with, and concerning, Lord Macmillan	1947-1954

IALS 02/02: Correspondence and papers of Sir Norman D Anderson (Director 1960-1976) 1946-1977

Item list:

Reference	Title	Dates
IALS 02/02/01	Statement of development policy for 1960 including historical material and papers relating to UGC visit	1948-1960
IALS 02/02/02	Statement of development policy for 1972-1977	1950-1970
IALS 02/02/03	"Miscellaneous papers relating to applications for Ford African-Asian junior research fellowships". Includes minutes of the Fellowship Subcommittee, Director's correspondence and applications	1969-1970
IALS 02/02/04	Correspondence and papers relating to appeals for capital finance for the new Institute building (Charles Clore House)	1972-1976
IALS 02/02/05	Correspondence and papers concerning invitations to the opening of Charles Clore House	1976
IALS 02/02/06	File: Committee on Legal Education for Africans	1960
IALS 02/02/07	Anderson's papers on the scheme of management of the Institute. An earlier file is at IALS 02/01/07	1946-1977
IALS 02/02/08	Harvard Summer School 1964: Anderson's correspondence and papers, plus appeal letters, venue etc	1964-1965
IALS 02/02/09	Butterworth's Fellowships: Anderson's correspondence with and re successful applicants with some later papers of Boxhall	1961-1976

IALS 02/03: Correspondence and papers of Professor A L Diamond (Director 1976-1986), 1981-1986

Item list:

Reference	Title	Dates
IALS 02/03/01	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 09/01): agenda, minutes and final report	1981-1982
IALS 02/03/02	Correspondence and submissions	1981
IALS 02/03/03	Correspondence and submissions	1982

Reference	Title	Dates
IALS 02/03/04	Chairman's notes, interim report and background papers	1981-1982
IALS 02/03/05	Responses to the report and discussion papers on future initiatives	1983-1986
IALS 02/03/06	Diamond's papers on a proposed seminar on overseas student's fees	1981-1983
IALS 02/03/07	Diamond's papers and IALS response to the UBG Circular letter 12/85 "Planning for the late 1980s"	1985-1986
IALS 02/03/08	Diamond's papers relating to Library finances	1983-1986

IALS 02/04: Correspondence and papers of Sir Jack Jacob Q.C. (Director 1986-1988) 1985-1987

Item list:

Reference	Title	Dates
IALS 02/04/01	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
<u>IALS 02/04/02</u>	<u>Sir Jack Jacob's papers re the Naylor Report</u> <u>[recommending a unified university library]</u>	1987
IALS 02/04/02/01	Jacob's correspondence and papers re the report	1987
IALS 02/04/02/02	IALS response, including Sir Jack's memorandum titled "The Implications of the Naylor Report" and comments on the response	1987
IALS 02/04/03	Correspondence file re Naylor and Megarry reports, inc copies of the reports, correspondence and responses.	1987
IALS 02/04/04	Papers concerning the Megarry Report	c.1986
IALS 02/04/05	Correspondence and papers re visit to Belgrade. Includes Jacob's outline lecture notes	1985-1987
IALS 02/04/06	Correspondence and papers re a proposed visit to China	1987
IALS 02/04/07	General correspondence as Director. Includes some personal and confidential data. CLOSED until 2062	1986-1987
IALS 02/04/08	Correspondence with Clore Foundation re funding. Includes some personal and confidential data. CLOSED until 2062	1987
IALS 02/04/09	Copies of and correspondence re articles by Jacob	1987
IALS 02/04/10	Correspondence re conference "Reform of Small Claims", held at IALS	1987
IALS 02/04/11	Correspondence with the British Institute of Comparative Law (BIICL) re Shine-Denning endowment	1986-1987
IALS 02/04/12	Jacob's papers re terms and conditions of appointment of a full-time Director of IALS	1986-1987

Reference	Title	Dates
IALS 02/04/13	Jacob's papers re the proposed formation of a Sino-British Association for Legal Science at IALS	1986-1987
IALS 02/04/14	Jacob's correspondence re his retirement	1987

IALS 02/05: Correspondence and papers of Terence Daintith (Director 1988-1994), 1988-1995

Item list:

Reference	Title	Dates
IALS 02/05/01	<u>Files relating to the International Centre for Public Law.</u>	1988-1995
IALS 02/05/01/01	Public Law Project:	1988-1995
IALS 02/05/01/02	"International Centre for Public Law: Legal Funding and Finance"	1992-1995
IALS 02/05/01/03	ICPL file	1993-1995
IALS 02/05/02 Parts 1-2	Daintith's file of minutes and papers of meetings of the Committee of Heads of London Law Schools (HLLS) plus Daintith's correspondence, particularly in relation to the status of the IALS	1988-1994

IALS 03: Correspondence and Papers of IALS Secretary/Librarian 1946-1984

Extent and form: 14 folders (3 archive boxes)

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 02) are frequently filed together with the Secretaries' papers.

Item list:

Reference	Title	Dates
IALS 03/01	"British Museum"; correspondence of Drake and Steiner	1947-1972
IALS 03/02	"General correspondence"; file relating to Library acquisitions and binding	1956-1967
IALS 03/03	"General correspondence"; file on cataloguing and indexing procedures	1965-1967
IALS 03/04	International Association of Law Libraries: course in law librarianship, Luxembourg, 1966"; Drake's file as President of the IALL	1965-1966
IALS 03/05	International Association of Law Libraries: Uppsala, 1966"; Drake's file as President of the IALL	1965-1966
IALS 03/06	"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 03/07	"Nuffield Foundation"; correspondence and papers relating to grants to the IALS Library	1946-1970
IALS 03/08	"Standing Conference of Librarians of the Libraries of the University of London"; correspondence	1954-1969
IALS 03/09	"University Grants Commission: annual returns"	1948-1965
IALS 03/10	"Library Policy"; draft policy statements, background papers, Library Committee minutes	1947-1984
IALS 03/11	Correspondence with the Library, Osgoode Hall Law School, Canada	1949-1961
IALS 03/12	File on the appointment of K Howard Drake as Secretary/Librarian	1947-1967
IALS 03/13	File on K Howard Drake's overseas visits, including his reports	1950-1966
IALS 03/14	K Howard Drake's personal correspondence	1947-1967
IALS 03/15	K Howard Drake obituary and press cuttings memorializing his death	1967
IALS 03/16	K Howard Drake Memorial Fund - correspondence and papers. Photographs removed to IALS 12/5-6	1968-1975
IALS 03/17	UKNCCL: K Howard Drake's correspondence with	1961-1964
IALS 03/18	BIICL: Drake's correspondence with	1959-1965
IALS 03/19	Drake's correspondence re proposed survey of legal education, primarily with Nuffield Foundation & SPTL	1963-1964

Reference	Title	Dates
IALS 03/20	Drake, Steiner and Boxhall's correspondence with the International Law Association	1948-1979
IALS 03/21 Parts 1-2	Drake and Steiner's correspondence with the World Peace through Law Centre	1965-1969

IALS 04: Secretary/Librarian's Building and Maintenance Files, 1947-1975

Extent and form: 15 folders (2 archive boxes)

Administrative history: the IALS premises at 25 Russell Square were opened on 11th June 1948. 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 05) 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 04/01	25 Russell Square: re-organisation, electrical, equipment (files amalgamated). Includes plans	1947-1958
IALS 04/02	25 Russell Square: Institute extension, adaptation (files amalgamated)	1947-1958
IALS 04/03	"25 Russell Square: furniture"	1947-1954
IALS 04/04	"Finance – 26 Russell Square: capital grant"	1947-1953
IALS 04/05	"26 Russell Square: upper part, file no. 1 University capital grants"	1948-1950
IALS 04/06	"Capital grant – allocation"	1951-1954
IALS 04/07	"25/26 Russell Square: general repairs, building alterations etc". Includes plans. Photographs removed to IALS 12/7	1948-1955
IALS 04/08	"Premises: extension 25/26 Russell Square"	1957-1965
IALS 04/09	"Premises – 28 Russell Square: general". Includes plans	1965-1967

Reference	Title	Dates
IALS 04/10	"Premises – 28 Russell Square: plans and specifications"	1963-1972
IALS 04/11	"Premises – 28 Russell Square: shelving"	1964
IALS 04/12	"Premises – 28 Russell Square: electricity"	1964
IALS 04/13	"Premises- insurance" (continuation file at IALS 05/18)	1963-1964
IALS 04/14	"Premises- fire regulations"	1970-1975
IALS 04/15	"1 Woburn Square: installation, tenancy etc" (files amalgamated). Includes plans	1971-1973, 1956-1968

IALS 05: IALS Secretary's New Building Files, 1959-1982

Extent and form: 18 folders (1 archive box)

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

Scope and content: this series is in part a continuation of IALS 04 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 05/01	File of press cuttings concerning proposed creation of a University of London precinct	1959
IALS 05/02	"New building: premises"	1959
IALS 05/03	"New building: general notes"	1961-1964
IALS 05/04	"New building: services"	1963-1972
IALS 05/05	"New building: miscellaneous papers; development policy"	1965-1976
IALS 05/06	"New building: television"	1968-1977
IALS 05/07	"New building: furniture and fittings lists"	1968-1972
IALS 05/08	"New building: furniture grants - notes"	1970-1971
IALS 05/09	"New building: shelving"	1970-1979
IALS 05/10	"New building: telephones". Includes plans	1972-1976

IALS 05/11	"New building: electrical services – kitchen"	1972-1976
IALS 05/12	"New building: maintenance"	1972-1974
IALS 05/13	"New building: opening ceremony"	1973-1977
IALS 05/14	"New building: Howard Drake Room"	1973-1976
IALS 05/15	"New building: the Council Room"	1974
IALS 05/16	"New building: move"	1974
IALS 05/17	"New building: Sir Douglas Logan's room"	1974-1976
IALS 05/18	"[New building] premises: insurance" (earlier file at IALS 04/13)	1975-1982

IALS 06: IALS Secretary - Estimates Files, 1949-1985

Extent and form: 5 folders (1 archive box)

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

Access: open

Item list:

Reference	Title	Dates
IALS 06/01	First and revised estimates	1949-1952; 1979-1987
IALS 06/02	Estimates, with related correspondence and papers	1979-1980
IALS 06/03	Estimates, with related correspondence and papers	1978-1980
IALS 06/04	Estimates, with related correspondence and papers	1981-1983
IALS 06/05	Estimates, with related correspondence and papers	1983-1985

IALS 07: 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 07/01	IALS accounts book	Oct 1947 – Jan 1949
IALS 07/02	IALS: Library accounts book	Feb 1949 – Jan 1950
IALS 07/03	IALS: monthly accounts other than Library	Feb 1949 – Jan 1950

IALS 08: IALS Secretary's Policy and General Files, 1946-1988

Extent and form: 13 folders (2 archive boxes)

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

Related material: records of IALS boards and committees referred to in this series will also be found at IALS 23.

Item list:

Reference	Title	Dates
IALS 08/01	<u>Secretaries' papers relating to IALS Committees:</u>	1946-1988
IALS 08/01/01	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 08/01/02	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 08/01/03	Committee of Management: agenda, minutes and papers (includes minutes of the two sub-committees)	Nov 1973 - June 1975
IALS 08/01/04	Committee of Management: agenda, minutes and papers (includes minutes of the two sub-committees)	Nov 1975 – Feb 1977
IALS 08/01/05	Committee of Management: agenda, minutes and papers (includes minutes of the two sub-committees)	Nov 1977 - May 1979
IALS 08/01/06	Committee of Management: agenda, minutes and papers (includes minutes of the two sub-committees)	1984-1986
IALS 08/01/07	Committee of Management: agenda, minutes and papers of the Services Sub-committee	1984-1986
IALS 08/02	J A Boxhall: correspondence and papers relating to meetings of Institute secretaries	1977-1982
IALS 08/03	<u>J A Boxhall: correspondence and papers concerning Court and Senate grants</u>	1977-1987

Reference	Title	Dates
IALS 08/03/01	Correspondence and papers concerning Court and Senate grants	1977-1982
IALS 08/03/02	Correspondence and papers concerning Court and Senate grants	1983-1987
IALS 08/04	J B Boxhall: file relating to the BIICL (British Institute of International and Comparative Law) lease	1977-1978
IALS 08/05	J B Boxhall: file relating to meetings of the Government Legal Advisers Course Advisory Board: annotated agenda, minutes and papers	1982-1986
IALS 08/06	J B Boxhall: policy file relating to an IALS fund raising working party	1985-1986

IALS 09: Assistant Librarians' Correspondence and Papers, 1980-1988

Extent and form: 11 folders (1 archive box)

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 09/01	Miss Anderson's papers as a member of the British Library working party on provision for law (for the Chairman's papers see IALS 02/3]: original file order and titles retained	1980-1982
IALS 09/01/01	British Library working group on business information	1980
IALS 09/01/02	British Library working party on provision for law: miscellaneous notes	1981
IALS 09/01/03	British Library working party on provision for law: submissions	1981-1982
IALS 09/01/04	British Library working party on provision for law: policy and holdings misc	1981
IALS 09/01/05	British Library working party on provision for law: policy and holdings USA	1981
IALS 09/01/06	British Library working party on provision for law: policy and general	1981
IALS 09/01/07	British Library working party on provision for law: general correspondence (Miss Anderson's correspondence)	1981-1982

IALS 09/01/08	British Library working party on provision for law: agenda, minutes and notes of meetings	1981-1982
IALS 09/02	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 09/02/01	Correspondence, submissions, minutes and recommendations	1983-1985
IALS 09/02/02	Correspondence and papers concerning future initiatives	1986-1988
IALS 09/03	Assistant Librarian's telephone book	c.1982

IALS 10: IALS Library - Sample Working Records 1954-1995

Extent and form: 4 folders

Access: open

Item list:

Reference	Title	Dates
IALS 10/01	<i>IALS: Notes for Readers</i>	1960; 1972
IALS 10/02/01-03	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 10/03	Index to foreign periodicals – payments record	1979-1984
IALS 10/04	<i>IALS Readers' Guide</i> October 1954	1954

IALS 11: Plans of IALS Buildings 1946-2016

Extent and form: 289 plans; 1 brochure; 5 boards

System of arrangement: plans were transferred to the Archives at various times and in no particular order. The plans catalogued below originally fell into 4 categories:

Original arrangement:

1. Plans originally kept folded in three box files within the Boxhall collection of papers; presumably removed from a main run of plans due to their historical interest. Catalogued as IALS 11/01-3.
2. 5 rolls of plans dated 1966-1969 held in L101 removed from L209 in 2001.
3. A roll of 14 plans dating 1966-1969 removed from Jules Winterton's office in 2000 and accessioned in 2001.
4. A carton containing 252 plans, formerly in Jules Winterton's office, dating from 1964-1975; transferred to the Archives in 2000 and listed.

There was some duplication of items in categories 2-4; duplicate plans were destroyed and the plans themselves re-organised into years and then by plan number.

Access: open

Item list:

Reference	Title	Plan no.	Extent	Dates
IALS 11/01	25-26 Russell Square: miscellaneous plans		25 plans	1946-1952
IALS 11/01/01	Sketch of IALS signage		1	n.d.
IALS 11/01/02	Geo M Hammer & Co Ltd, London: proposed furniture		1	n.d.
IALS 11/01/03 Parts 1-2	Waring & Gillow Ltd, London: proposed furniture		2	n.d.
IALS 11/01/04 Parts 1-3	Fudecor, London: proposed furniture		3	n.d.
IALS 11/01/05	Roneo Ltd, London: drawing No. M397 details of perforated upright shelving	M397	1	n.d.
IALS 11/01/06	Thompson Walford & Fielder Architects, London: Plan no. 536/1B – alterations for IALS	536/1B	1	Sept 1946
IALS 11/01/07	Thompson Walford & Fielder Architects, London: Plan no. 536/1C – 25 Russell Square – internal elevation ground floor	536/1C	1	n.d.
IALS 11/01/08	Thompson Walford & Fielder Architects, London: Plan no. 536/1D – 25 Russell Square – internal elevation 1st floor	536/1D	1	n.d.
IALS 11/01/09	Thompson Walford & Fielder Architects, London: Plan no. 536/3 – 25 Russell Square – plan and elevation showing treatment of corridor wall on ground floor	536/3	1	Dec 1947
IALS 11/01/10	Thompson Walford & Fielder Architects, London: Plan no. 536/4 – 25 Russell Square – plan and elevation of wall in ground floor library next to house no.26	536/4	1	Dec 1947
IALS 11/01/11	Thompson Walford & Fielder Architects, London: Plan no. 536/5 – 25 Russell Square – bookcases in the Directors room	536/5	1	17 Jan 1948

Reference	Title	Plan no.	Extent	Dates
IALS 11/01/12	Luxfer Ltd; Drawing no. SE401: re 25 Russell Square – plan ground floor	SE401	1	25 Nov 1947
IALS 11/01/13	Luxfer Ltd; Drawing no. SE402: re 25 Russell Square – suggested layout for Library 1 st floor	SE402	1	25 Nov 1947
IALS 11/01/14	[no name] Plan no. 25662.1 – UOL IALS SF & DF perforated upright library shelving	25662.1	1	31 Dec 1947
IALS 11/01/15	[no name] Plan no. 25662.2 – UOL IALS layout plans of perforated upright library shelving	25662.2	1	31 Dec 1947
IALS 11/01/16	Thompson Walford & Fielder Architects, London: Plan no. 570/1 – 26 Russell Square – alterations for UOL	570/1	1	Apr 1949
IALS 11/01/17	Thompson Walford & Fielder Architects, London: Plan no. 570/1B – 26 Russell Square – alterations for UOL	570/1B	1	Apr 1949
IALS 11/01/18	Cluttons Chartered Surveyors: Drawing no.2 - 25/26 Russell Square – Basement, ground floor, first floor as proposed	2	1	Jan 1952
IALS 11/01/19	Cluttons Chartered Surveyors: Drawing no.3 - 26 Russell Square – proposed supports to floor and bookcases; plans and party wall sections	3	1	Jan 1952
IALS 11/01/20	Cluttons Chartered Surveyors London: Drawing no.4 - proposed supports to floors and bookcases	4	1	n.d.
IALS 11/02	25-26 Russell Square: alterations to basement, ground, first and 4th floors; 28 Russell Square: basement		7 plans	1964-1966
IALS 11/02/01	Roneo Ltd London: UOL/IALS proposed bracket type shelving in basement, No 28 Russell Square.		1	24 Jan 1964
IALS 11/02/02	Cluttons Chartered Surveyors drawing 1C: 28 Russell Square - basement layout for institute of Commonwealth Studies	1C	1	n.d.

Reference	Title	Plan no.	Extent	Dates
IALS 11/02/03 Pts 1-2	Cluttons Chartered Surveyors London drawing no No. 429/1A: 25-26 Russell Square: proposed alterations to ground floor	429/1A	2 annotated copies	Feb 1966
IALS 11/02/04	Cluttons Chartered Surveyors drawing No. 429/B1 25-26 Russell Square: proposed alterations to ground and 1 st floor	429/1B	1	Feb 1966
IALS 11/02/05	Cluttons Chartered Surveyors drawing No. 429/2 25-26 Russell Square: proposed alterations to basement book store	429/2	1	Oct 1966
IALS 11/02/06	Gunther Hofstead: IALS – proposed layout for 4th floor scale 1.100 (drawing no 1013/2) n.d.	1013/2	1 mounted on board with sticky tape	n.d. [1960s]
IALS 11/03	Denys Lasdun & Partners: University of London redevelopment 1964-1966: New Law Institute, Bloomsbury		32 plans	1964-1966
IALS 11/03/01 pts 1-6	Denys Lasdun & Partners Law Institute 1964 U E A Library: preliminary drawings	541.6/5K/12-17	6 stapled together	21 Apr 1964
IALS 11/03/02	4th floor plan library scale 1/16 preliminary drawing	537/15A	1	11 Mar 1966
IALS 11/03/03	2nd floor plan library scale 1/16	537/15C	1	11 Mar 1966
IALS 11/03/04	3rd floor plan - library 1/16 preliminary drawing	537/16A	1	11 Mar 1966
IALS 11/03/05	3rd floor plan library scale 1/16	537/16B	1	11 Mar 1966
IALS 11/03/06	4th floor plan – library	537/17B	1	11 Mar 1966
IALS 11/03/07	4th floor plan – library scale 1/16 preliminary drawing	537/17C	1	11 Mar 1966
IALS 11/03/08	Elevations - site plans etc	537/22	1	21 Mar 1966 1966
IALS 11/03/09	Library scale 1/16	537/5K	1	25 Apr 1966
IALS 11/03/10	New building: 1966 elevations: general site plan, May – June 1966	53017/TP/10	1	May 1966

Reference	Title	Plan no.	Extent	Dates
IALS 11/03/11	Elevations - site plans etc June 1966	53017/TP/11	1	May 1966
IALS 11/03/12	Elevations - site plans etc June 1966	53017/TP/12	1	May 1966
IALS 11/03/13	Lower ground scale 1/16	537/[no. torn off]	1	8 June 1966
IALS 11/03/14	1st floor scale 1/16	537/[no. torn off]	1	8 June 1966
IALS 11/03/15	Basement 1 scale 1/16	537/1--[no. torn off]	1	8 June 1966
IALS 11/03/16	basement 2 scale 1/16	537/100	1	8 June 1966
IALS 11/03/17	Ground scale 1/16	537/103	1	8 June 1966
IALS 11/03/18	2nd floor	537/105	1	June 8 1966
IALS 11/03/19	3rd floor	537/106	1	8 June 1966
IALS 11/03/20	4th floor	537/107	1	8 June 1966
IALS 11/03/21	5th floor scale 1/16	537/108	1	8 June 1966
IALS 11/03/22	Roof scale 1/16	537/109	1	8 June 1966
IALS 11/03/23	Elevations - site plans etc June 1966	5317/111	1	8 June 1966
IALS 11/03/24	Elevations - site plans etc June 1966	5317/112	1	8 June 1966
IALS 11/03/25	Block D: S E elevation	5317/114	1	8 June 1966
IALS 11/03/26	Extension on site area: Block D	531.0/15	1	n.d. [1966?]
IALS 11/03/27	Section AA	537/115	1	8 June 1966
IALS 11/03/28	Section BB	537/116	1	8 June 1966
IALS 11/04	Denys Lasdun & Partners 1968 University of London redevelopment: Law Institute		30 plans	1968
ILAS 11/04/01	Plan layout, 4 th floor	537.1.8	1	May 1968
IALS 11/04/02	4th floor plan pts 1-2	537/5K/1	2 slightly dissimilar	June 1968
IALS 11/04/03	Basement two	537.1.10	1	26 July 1968
IALS 11/04/04	Basement two	537.1/10B	1	26 July 1968
IALS 11/04/05	Basement one	537.1.11	1	24 July 1968
IALS 11/04/06	Basement one	537.1/11A	1	24 July 1968
IALS 11/04/07	Lower ground floor plan	537.1.12	1	12 Aug 1968
IALS 11/04/08	Lower ground floor plan	537.1/12A	1	12 Aug 1968

Reference	Title	Plan no.	Extent	Dates
IALS 11/04/09	Ground floor plan	537.1.13	1	12 Aug 1968
IALS 11/04/10	Ground floor plan	537.1/13A	1	12 Aug 1968
IALS 11/04/11	1st floor plan	537.1.14	1	12 Aug 1968
IALS 11/04/12	1st floor plan	537.1/14B	1	12 Aug 1968
IALS 11/04/13	1st floor plan	537.1/14F	1	12 Aug 1968
IALS 11/04/14	2nd floor plan	537.1/15A	1	22 July 1968
IALS 11/04/15	2nd floor plan	537.1/15D	1	22 July 1968
IALS 11/04/16	2nd floor plan	537.1/15F	1	22 July 1968
IALS 11/04/17	3rd floor	537.1/16A	1	22 July 1968
IALS 11/04/18	3rd floor plan	537.1.16D	1	22 July 1968
IALS 11/04/19	3rd floor plan	537.1.16G	1	22 July 1968
IALS 11/04/20	4th floor plan	537.1/17C	1	1 Aug 1968
IALS 11/04/21	4th floor plan	537.1.17F	1	1 Aug 1968
IALS 11/04/22	5 th floor plan	537.1.18C	1	2 Aug 1968
IALS 11/04/23	5th floor plan	537.1.18E	1	2 Aug 1968
IALS 11/04/24	General arrangement – 5th floor	537.1.18G	1	2 Aug 1968
IALS 11/04/25	Roof plan	537.1/19	1	17 Oct 1968
IALS 11/04/26	Section B-B	537.1/20B	1	7 Aug 1968
IALS 11/04/27	No. 537.1.26 Law Institute section through core	537.1/26	1	6 Aug 1968
IALS 11/04/28	No. 537.3/1 Law Institute section EE	537.3/1	1	14 Aug 1968
IALS 11/04/29	No. 537.3/2 Law Institute section FF	537.3/2	1	19 Aug 1968
IALS 11/04/30	No. 537.3/3 Law Institute section GG	537.3/3	1	20 Aug 1968
IALS 11/05	Denys Lasdun & Partners 1969 University of London redevelopment: Law Institute		4 plans	1969
IALS 11/05/01	Basement 2 scheme 1	537/5K/30	1	Mar 1969
IALS 11/05/02	Basement 2 scheme 2	537/5K/31	1	Mar 1969
IALS 11/05/03	2nd floor	537/5K/38	1	Mar 1969
IALS 11/05/04	Redevelopment basement 1 revisions	537/5K/150	1	June 1969

Reference	Title	Plan no.	Extent	Dates
IALS 11/06	Denys Lasdun & Partners 1969 University of London: Law Institute: redevelopment -Mechanical services: plans drawn up by G N Haden & Sons Ltd Engineers		19 plans	1969
IALS 11/06/01	Functional diagram of mechanical services in plant room no 11	19084/1026	1	12 Aug 1969
IALS 11/06/02	Functional diagram of mechanical services in plant room no 12	19084/1027	1	13 Aug 1969
IALS 11/06/03	Layout of mechanical services 5th floor	19084/1301	1	16 July 1969
IALS 11/06/04	Layout of mechanical services 4th floor	19084/1302	1	16 July 1969
IALS 11/06/05	Layout of mechanical services 3rd floor	19084/1303	1	16 July 1969
IALS 11/06/06	Layout of mechanical services 2nd floor	19084/1304	1	16 July 1969
IALS 11/06/07	Layout of mechanical services 1st floor	19084/1305	1	16 July 1969
IALS 11/06/08	Layout of mechanical services ground floor	19084/1306	1	n.d. [1969]
IALS 11/06/09	Layout of mechanical services lower ground floor	19084/1307	1	n.d. [1969]
IALS 11/06/10	Layout of mechanical services basement 1	19084/1308	1	n.d. [1969]
IALS 11/06/11	Layout of mechanical services basement 2	19084/1309	1	n.d. [1969]
IALS 11/06/12	Plant room 11 core E	19084/1701	1	1 Oct 1969
IALS 11/06/13	Plant room II core E	19084/1702	1	1 Oct 1969
IALS 11/06/14	Detail arrangement of plant room no 12 basement 2	19084/1703	1	n.d. [1969]
IALS 11/06/15	Detail of core E showing typical toilet adjacent to lift shaft	19084/1704	1	n.d. [1969]
IALS 11/06/16	Toilet detail 5th floor	19084/1705	1	n.d. [1969]
IALS 11/06/17	Toilet details 4th and 1st floors	19084/1706	1	n.d. [1969]
IALS 11/06/18	3rd floor core E male and female toilets wheelchair users	19084/1707	1	n.d. [1969]
IALS 11/06/19	Toilet detail basement female toilet	19084/1708	1	n.d. [1969]

Reference	Title	Plan no.	Extent	Dates
IALS 11/07	Denys Lasdun & Partners 1969 University of London: Law Institute: redevelopment – layout of plumbing services : plans drawn up by G N Haden & Sons Ltd Engineers		15 plans	1969
IALS 11/07/01	Basement 2	19084/2250	1	1 Sept 1969
IALS 11/07/02	Basement 1	19084/2251	1	1 Sept 1969
IALS 11/07/03	Lower ground floor	19084/2252	1	1 Sept 1969
IALS 11/07/04	Ground floor	19084/2253	1	1 Sept 1969
IALS 11/07/05	1st floor	19084/2254	1	1 Sept 1969
IALS 11/07/06	2nd floor	19084/2255	1	1 Sept 1969
IALS 11/07/07	3rd floor	19084/2256	1	1 Sept 1969
IALS 11/07/08	4th floor	19084/2257	1	1 Sept 1969
IALS 11/07/09	5th floor	19084/2258	1	1 Sept 1969
IALS 11/07/10	Roof plan	19084/2259	1	1 Sept 1969
IALS 11/07/11	Service tower Core E and roof plan	19084/2260	1	n.d. [1 Sept 1969]
IALS 11/07/12	Diagrammatic layout of water services for Core E	19084/2261	1	1 Sept 1969
IALS 11/07/13	Diagrammatic layout of fire services for Core E	19084/2262	1	1 Sept 1969
IALS 11/07/14	Diagrammatic layout of sanitary services for Core E	19084/2263	1	1 Sept 1969
IALS 11/07/15	Diagrammatic layout of rainwater pipes for Core E	19084/2264	1	1 Sept 1969
IALS 11/08	Denys Lasdun & Partners 1969 University of London: Law Institute: redevelopment – electrical services – plans drawn up by G N Haden & Sons Ltd Engineers		30 plans	1969
IALS 11/08/01	Layout of power and ancillary services: Basement 2	19084/3301	1	16 July 1969
IALS 11/08/02	Layout of power and ancillary services: Basement 1	19084/3302	1	16 July 1969
IALS 11/08/03	Layout of power and ancillary services: Lower ground floor	19084/3303	1	15 July 1969

Reference	Title	Plan no.	Extent	Dates
IALS 11/08/04	Layout of power and ancillary services: Ground floor	19084/3304	1	15 July 1969
IALS 11/08/05	Layout of power and ancillary services: 1st floor	19084/3305	1	15 July 1969
IALS 11/08/06	Layout of power and ancillary services: 2nd floor	19084/3306	1	14 July 1969
IALS 11/08/07	Layout of power and ancillary services: 2nd floor	19084/3306E	1	14 July 1969
IALS 11/08/08	Layout of power and ancillary services: 3rd floor	19084/3307	1	14 July 1969
IALS 11/08/09	Layout of power and ancillary services: 3rd floor	19084/3307D	1	14 July 1969
IALS 11/08/10	Layout of power and ancillary services: 4th floor	19084/3308	1	11 July 1969
IALS 11/08/11	Layout of power and ancillary services: 5th floor	19084/3309	1	11 July 1969
IALS 11/08/12	Layout of lighting basement 2	19084/3311	1	30 June 1969
IALS 11/08/13	Layout of lighting basement 1	19084/3312	1	30 June 1969
IALS 11/08/14	Layout of lighting lower ground floor	19084/3313	1	30 June 1969
IALS 11/08/15	Layout of lighting ground floor	19084/3314	1	30 June 1969
IALS 11/08/16	Layout of lighting 1st floor	19084/3315	1	26 June 1969
IALS 11/08/17	Layout of lighting 2nd floor	19084/3316	1	26 June 1969
IALS 11/08/18	Layout of lighting 2nd floor	19084/3316B	1	26 June 1969
IALS 11/08/19	Layout of lighting 3rd floor	19084/3317	1	26 June 1969
IALS 11/08/20	Layout of lighting 3rd floor	19084/3317B	1	26 June 1969
IALS 11/08/21	Layout of lighting 4th floor	19084/3318	1	26 June 1969
IALS 11/08/22	Layout of lighting 5th floor	19084/3319	1	26 June 1969
IALS 11/08/23	Layout of lighting roof level	19084/3320	1	26 June 1969
IALS 11/08/24	General cable distribution	19084/3321	1	26 June 1969
IALS 11/08/25	Schematic diagram of H & V panel	19084/3322	1	26 June 1969
IALS 11/08/26	Layout of lightning protection tape	19084/3325	1	25 Aug 1969
IALS 11/08/27	Plantroom core E tower roof layout of power and ancillary services	19084/3326	1	25 Aug 1969

Reference	Title	Plan no.	Extent	Dates
IALS 11/08/28	Plantroom core E tower roof layout of lighting	19084/3327	1	9 Oct 1969
IALS 11/08/29	Diagram of fire alarm distribution	19084/3338	1	3 Oct 1969
IALS 11/08/30	Layout of substation no 1 [TORN]	19084/3370	1	n.d. [1969?]
IALS 11/09	Denys Lasdun & Partners 1970 University of London: Law Institute		11 plans	1970
IALS 11/09/01	Basement 2 closed access bookstack (drawing no 537.14.1)	537.14.1	1	Jan 1970
IALS 11/09/02	Open access library floor basement 1	537.14.2	1	Jan 1970
IALS 11/09/03	2nd floor library	537.14.3	1	Jan 1970
IALS 11/09/04	4th floor library	537.7/11	1	Mar 1970
IALS 11/09/05	General arrangement basement 2	537.1.10	1	5 Aug 1970
IALS 11/09/06	General arrangement – lower ground floor	537.1.12	1	Sept 1970
IALS 11/09/07	General arrangement – ground floor	537.1.13		Sept 1970
IALS 11/09/08	No. 537.8.10 Law Institute door location drawing Basement 2	537.8.10	1	5 Aug 1970
IALS 11/09/09	Door location drawing Basement 1	537.8.11	1	10 Aug 1970
IALS 11/09/10	Door location drawing ground floor	537.8.12	1	Sept 1970
IALS 11/09/11	Door location drawing ground floor	537.8.13	1	Sept 1970
IALS 11/10	Denys Lasdun & Partners 1970 University of London: Law Institute		15 plans	1971
IALS 11/10/01	Closed access library floor: 4th floor plan	537.1.17H	1	Dec 1970
IALS 11/10/02	General arrangement – 4th floor	537.1.17I	1	Mar 1971
IALS 11/10/03	4th floor	537.1.17J	1	Mar 1971
IALS 11/10/04	4th floor	537.1.17M	1	July 1971
IALS 11/10/05	4th floor	537.1.17Q	1	July 1971
IALS 11/10/06	5th floor	537.1.18H	1	July 1971
IALS 11/10/07	Roof plan	537.8.19B	1	June 1971
IALS 11/10/08	Door location drawing 1st floor	537.8.14	1	Mar 1971
IALS 11/10/09	Door location drawing 2nd floor	537.8.15	1	Apr 1971
IALS 11/10/10	Door location drawing 3rd floor	537.8.16	1	May 1971
IALS 11/10/11	Door location drawing 4th floor	537.8.17	1	July 1971

Reference	Title	Plan no.	Extent	Dates
IALS 11/10/12	Door location drawing 4th floor	537.9.17G	1	July 1971
IALS 11/10/13	Door location drawing 4th floor	537.8.17H	1	July 1971
IALS 11/10/14	Door location drawing 5th floor	537.8.18P	1	July 1971
IALS 11/10/15	Bruynzeel Wood Products Co Ltd: IALS [shelving] (drawing no 1-2889/2)	1-2889/2	1	1971
IALS 11/11	Denys Lasdun & Partners 1972 University of London: Law Institute		7 plans	1972
IALS 11/11/01	Stair no. 6	537.4/25C	1	Jan 1972
IALS 11/11/02	2nd floor	537.14.5	1	Jan 1972
IALS 11/11/03	Lavatory layouts core E levels 70 to 145	537.6.18B	1	Feb 1972
IALS 11/11/04	Lavatory layouts core E female levels 70, 123, 145	537.6.19C	1	Feb 1972
IALS 11/11/05	Lavatory layouts directors & Librarian levels 101, 134, 145	537.6.20	1	Feb 1972
IALS 11/11/06	Diagrammatic section showing heights of lavatory fittings	537.6.26B	1	June 1972
IALS 11/11/07	Open access library floor basement 1	537.14.1A	1	June 1972
IALS 11/12	Denys Lasdun & Partners 1973 University of London: Law Institute		22 plans	1973
IALS 11/12/01	Basement 1	537.14.6	1	May 1973
IALS 11/12/02	Closed access library floor base 2nd floor	537.14.7	1	May 1973
IALS 11/12/03	2nd floor	537.14.7A	1	May 1973
IALS 11/12/04	3rd floor	537.14.8A	1	May 1973
IALS 11/12/05	4th floor	537.14.9	1	July 1973
IALS 11/12/06	Ground floor library furniture	537.14.12	1	June 1973
IALS 11/12/07	Layout of library carrels	537.14.13B	1	June 1973
IALS 11/12/08	Library enclosed carrels	537.14.16	1	July 1973
IALS 11/12/09	5th floor	537.14.17	1	July 1973
IALS 11/12/10	Basement 1 double gates [small drawing]	537.14.18	1	July 1973
IALS 11/12/11	Library carrel spur units [small drawing]	537.14.19	1	July 1973

Reference	Title	Plan no.	Extent	Dates
IALS 11/12/12	Enquiry screen & counter, accounts office 5th floor	537.8.41B	1	July 1973
IALS 11/12/13	4th floor electrical services	537.12.1	1	July 1973
IALS 11/12/14	Basement 2 static bookstack alternative layout	537.14.20	1	Sept 1973
IALS 11/12/15	Basement 2 static bookstack layout	537.14.20A	1	Sept 1973
IALS 11/12/16	Basement 2 closed access mobile bookstack	537.14.1B	1	Sept 1973
IALS 11/12/17	Fixed furniture plans	537.15.10C	1	Nov 1973
IALS 11/12/18	Fixed furniture elevations sheet 1	537.15.11B	1	Nov 1973
IALS 11/12/19	Fixed furniture elevations sheet 2	537.15.12B	1	Nov 1973
IALS 11/12/20	Fixed furniture kitchen level plan, elevations	537.15.13	1	Nov 1973
IALS 11/12/21	5th floor duplicating room and archives room	537/6.12.73	1	Dec 1973
IALS 11/12/22	5th floor duplicating room and archives room	537/7.12.73	1	Dec 1973
IALS 11/13	Balmforth Engineering Ltd: Law Institute		13 plans	Jan 1974-Sep 1975
IALS 11/13/01	Basement level one. Stacks revised	886.001.0	1	Jan 1974-Oct 1974
IALS 11/13/02	Basement level one. Stacks revised. [Amendment] List Z Range Idents. Added Ref. M. Anderson	886.001.0	1	Jan 1974-Sep 1975
IALS 11/13/03	Second floor. Stacks revised	886.003.0	1	Jan 1974-Dec 1974
IALS 11/13/04	Second floor. Stacks revised. Stairs relocated	886.003.0	1	Jan 1974-Jul 1975
IALS 11/13/05	Second floor. Stacks revised. Stairs relocated [includes additional handwritten annotations not featured on IALS 11/3/04]	886.003.0	1	Jan 1974-Jul 1975
IALS 11/13/06	Second floor. Stacks revised. Stairs relocated. [Amendment] list Z range idents added-ref. M Anderson	886.003.0	1	Jan 1974-Sep 1975
IALS 11/13/07	Third floor. Stacks revised	886.004.0	1	Jan 1974-Dec 1974

Reference	Title	Plan no.	Extent	Dates
IALS 11/13/08	Third floor. Stacks revised. Stairs relocated	886.004.0	1	Jan 1974-Jul 1975
IALS 11/13/09	Third floor. Stacks revised. Stairs relocated. [Amendment] list Z range idents added-ref. M Anderson	886.004.0	1	Jan 1974-Sep 1975
IALS 11/13/10	Fourth floor. Stacks revised	886.005.0	1	Jan 1974-Dec 1974
IALS 11/13/11	Fourth floor. Stacks revised [includes additional handwritten annotations not featured on IALS 11/3/10]	886.005.0	1	Jan 1974-Dec 1974
IALS 11/13/12	Fourth floor. Stacks revised. [Amendment] list Z range idents added-ref. M Anderson	886.005.0	1	Jan 1974-Sep 1975
IALS 11/13/13	Fifth floor. Revs to R4 & R15	886.006.0	1	Feb 1974-Jul 1975
IALS 11/14	Denys Lasdun & Partners: University of London: Law Institute		18 plans	Mar 1974
IALS 11/14/01	Signs. Basement 2	537.15.24	1	Mar 1974
IALS 11/14/02	Signs. Basement 2 [slightly different version to IALS 11/14/01]	537.15.24	1	Mar 1974
IALS 11/14/03	Signs. Basement 1	537.15.25	1	Mar 1974
IALS 11/14/04	Signs. Basement 1 [slightly different version to IALS 11/14/03]	537.15.25	1	Mar 1974
IALS 11/14/05	Lower ground floor	537.15.26	1	Mar 1974
IALS 11/14/06	Ground floor	537.15.27	1	Mar 1974
IALS 11/14/07	Ground floor [slightly different version to IALS 11/14/06]	537.15.27	1	Mar 1974
IALS 11/14/08	Signs. Second floor	537.15.28	1	Mar 1974
IALS 11/14/09	Signs. Second floor [slightly different version to IALS 11/14/08]	537.15.28	1	Mar 1974
IALS 11/14/10	Signs. Third floor	537.15.29	1	Mar 1974
IALS 11/14/11	Signs. Third floor [slightly different version to IALS 11/14/10]	537.15.29	1	Mar 1974
IALS 11/14/12	Signs. Fourth floor	537.15.30	1	Mar 1974

Reference	Title	Plan no.	Extent	Dates
IALS 11/14/13	Signs. Fourth floor [slightly different version to IALS 11/14/12]	537.15.30	1	Mar 1974
IALS 11/14/14	Signs. Fifth floor	537.15.31	1	Mar 1974
IALS 11/14/15	Signs. Fifth floor [slightly different version to IALS 11/14/14]	537.15.31	1	Mar 1974
IALS 11/14/16	Signs. First floor	537.15.32	1	Jun 1974
IALS 11/14/17	Library 'floor plan' sign	LS 10	1	Jul 1974
IALS 11/14/18	Students' Common Room & Quiet Room	SK 537.14.F12	1	Nov 1974
IALS 11/15	Bruynzeel: Panel positions		2 plans	Apr 1974
IALS 11/15/01	Panel positions	A1/ 4869 /1	1	Apr 1974
IALS 11/15/02	Panel positions [annotated version of IALS 11/15/01]	A1/ 4869 /1	1	Apr 1974
IALS 11/16	Denys Lasdun & Partners: University of London: Law Institute		5 plans	1975
IALS 11/16/01	Basement 2 (L3). Stack layout	537.14.LP 1	1	Jan 1975
IALS 11/16/02	Basement 1 (L2). Bookstack layouts	537.14.LP 2	1	Feb 1975
IALS 11/16/03	Second floor (Level 2). Bookstack layouts	537.14.LP 3	1	Jan 1975
IALS 11/16/04	Third floor (Level 3). Bookstack layouts	537.14.LP 4	1	Jan 1975
IALS 11/16/05	Fourth floor (Level 4). Bookstack layouts	537.14.LP 5	1	Jan 1975
IALS 11/17	Bruynzeel: Notch charts		2 plans	Feb - June 1981
IALS 11/17/01	Notch chart: steel and timber uprights	AZ 95101 a	1 (3 sheets)	Feb 1981
IALS 11/17/02	Notch chart: upright	BZ 95201 a	1	Feb - June 1981
IALS 11/18	University of London: Estates and Legal Affairs Division		12 plans	1996
IALS 11/18/01	Basement two	EST/IALS/001	1	Aug 1996
IALS 11/18/02	Basement two [slightly different to IALS 11/18/01]	EST/IALS/001	1	Aug 1996
IALS 11/18/03	Basement one	EST/IALS/002	1	Aug 1996

Reference	Title	Plan no.	Extent	Dates
IALS 11/18/04	Basement one [slightly different to IALS 11/18/03]	EST/IALS/002	1	Aug 1996
IALS 11/18/05	Lower ground floor	EST/IALS/003	1	Aug 1996
IALS 11/18/06	Ground floor	EST/IALS/004	1	Aug 1996
IALS 11/18/07	First floor	EST/IALS/005	1	Aug 1996
IALS 11/18/08	Second floor	EST/IALS/006	1	Aug 1996
IALS 11/18/09	Third floor	EST/IALS/007	1	Aug 1996
IALS 11/18/10	Fourth floor	EST/IALS/008	1	Aug 1996
IALS 11/18/11	Fourth floor [slightly different to IALS 11/18/10]	EST/IALS/008	1	Aug 1996
IALS 11/18/12	Fifth floor	EST/IALS/009	1	Aug 1996
IALS 11/19	Shepherd Epstein Hunter: IALS Library extension/refurbishment		4 boards	Nov 1999 - Jan 2000
IALS 11/19/01	'Outline ideas' exhibition board featuring floor plans		1	Nov 1999
IALS 11/19/02	'Outline ideas' exhibition board featuring drawings of proposed exterior		1	Nov 1999
IALS 11/19/03	'Brief Development' exhibition board		1	Jan 2000
IALS 11/19/04	'Brief Development' exhibition board		1	Jan 2000
IALS 11/20	AHP Architects: Institute of Advanced Legal Studies University of London, 17 Russell [Square], London, WC1. Proposed Alterations		1 plan	2007
IALS 11/20/01	Internal Elevations of Library Concourse on fourth floor	215. P3	1	Jul 2007
IALS 11/21	Nigel Burgess Associates Ltd		8 plans	2008
IALS 11/21/01	Location plan-Basement Level L2	1175/001	1	25 Feb 2008
IALS 11/21/02	Existing Layout-Basement Level L2	1175/100	1	25 Feb 2008
IALS 11/21/03	Existing Floor Plan-Basement Level 2	1175/110	1	25 Feb 2008
IALS 11/21/04	Existing Ceiling Plan-Basement Level L2	1175/120	1	25 Feb 2008
IALS 11/21/05	Demolitions and Site Area-Bmt L2	1175/130	1	25 Feb 2008
IALS 11/21/06	Proposed Layout-Basement Level L2	1175/200	1	25 Feb 2008
IALS 11/21/06	Proposed Floor Plan-Basement Level L2	1175/210	1	25 Feb 2008

Reference	Title	Plan no.	Extent	Dates
IALS 11/21/08	Proposed Ceiling Plan-Basement Level L2	1175/220	1	25 Feb 2008
IALS 11/22	Bruynzeel: Revised technical specification [archive mobile shelving]		3 plans	2008
IALS 11/22/01	Revised technical specification	8414-0-LS Associates-RW-DWG1C	1	12 Mar 2008-25 Apr 2008
IALS 11/22/02	Annotated photocopy of part of IALS 11/22/02	8414-0-LS Associates-RW-DWG1C	1	2008
IALS 11/22/03	Annotated photocopy of part of IALS 11/22/02	8414-0-LS Associates-RW-DWG1C	1	2008
IALS 11/23	BDP: Proposal relating to IALS refurbishment		1 brochure	2016
IALS 11/23/01	'Proposal for Design and Project Management Services for the Refurbishment of 17 Russell Square'		1	Jan 2016
IALS 11/24	Undated plans		10 plans	nd
IALS 11/24/01	Floor plan of second floor by unidentified contractor		1	nd
IALS 11/24/02	Cardboard backed plan of third floor by unidentified contractor		1	nd
IALS 11/24/03	Library Floor L2 by unidentified contractor		1	nd
IALS 11/24/04	Library Floor L2 by unidentified contractor [different drawing to IALS 11/24/03]		1	nd
IALS 11/24/05	Library Floor 2		1	nd
IALS 11/24/06	Library Floor 2 [different drawing to IALS 11/24/05]		1	nd
IALS 11/24/07	Library Floor 3		1	nd
IALS 11/24/08	Library Floor 3 [different drawing to IALS 11/24/07]		1	nd
IALS 11/24/09	Library Floor 3 [different drawing to IALS 11/24/07 and IALS 11/24/08]		1	nd
IALS 11/24/10	Library Floor 4		1	nd

Reference	Title	Plan no.	Extent	Dates
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IALS 12: Photographs and Portraits, with related correspondence, n.d.; 1869-1997

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: open other than photographs of individuals, which are closed for 75 years to comply with the Data Protection Act. **Closed items are designated in red.**

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

Archival history: the bulk of 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. Items IALS 12/25-28 were passed to the IALS in 2004 by Juliet Fussell. No identifications were included with the photographs and the accession register for 2004 is missing so no further information is available. Item IALS 12/33 was presented by Prof A L Diamond in 2001.

Item list:

Reference	Title	Dates
IALS 12/01	Framed black and white photograph of a portrait of Sir David Hughes-Parry, Director 1947-1959	n.d.
IALS 12/02	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 12/03a-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 12/04	Colour photograph of Sir Norman Anderson	n.d.

Reference	Title	Dates
IALS 12/05a-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 12/06a-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 12/07/01-02	Two photographs of the interior of the IALS Library. Removed from IALS 04/7	c.1960s
IALS 12/08a-b	Two photographs entitled "University of London redevelopment: Law Institute, DM 249/2" <u>Copyright:</u> Donald Mill	n.d.
IALS 12/09	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
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 12/13/01-05	Photographs of H M the Queen Mother at the opening of Charles Clore House, 1 st Apr 1976. Removed from IALS 01/6	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

Reference	Title	Dates
IALS 12/17	<p>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.</p> <p>Includes 2 loose photographs and captions. Copyright <u>David K Gough</u></p>	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
IALS 12/24	<p>Envelope containing black and white photographs of the Reading Rooms in 25 Russell Square.</p> <p><u>Copyright</u>: Heals Contracts Ltd</p>	[c1948]
IALS 12/25	<p>Folder of photographs and negatives of Nuffield Fellows, including presentations. CLOSED until 2069</p> <p><u>Copyright</u>: Konica</p>	1993-1994
IALS 12/26	<p>Folder of photographs of [attendees?], Government Legal Advisors Course run by Sir William Dale. CLOSED until 2079</p> <p><u>Copyright</u>: Sky Photographic Services Ltd, London</p>	n.d. (pre 2004)
IALS 12/27	<p>Folder of photographs and negatives of [attendees?], Commonwealth Young Lawyers Course (run as part of the International and Professional Training Unit (IPTU) by Hilary Lewis Ruttley and Peter Slynn). CLOSED until 2079</p> <p><u>Copyright</u>: Sky Photographic Services Ltd, London</p>	n.d. (pre 2004)

Reference	Title	Dates
IALS 12/28 Pts 1-2	Folder containing invitation, arrangements, guest list, programme and costs plus folder of photographs of the visit of HRH the Princess Royal to the IALS on 11 June 1997 to mark the Fiftieth Anniversary of the Institute and the launch of the Society for Advanced Legal Studies. Photographs CLOSED until 2062. <u>Copyright:</u> Cameo Photography, London	1997
IALS 12/29	Photograph of the American Association of Law Libraries, Osgoode Hall, Toronto, Canada, including K Howard Drake. CLOSED until 2040	8 Jul 1952
IALS 12/30	Selden Society <i>List of Members and Rules</i> , with photograph of K Howard Drake, Secretary 1951-1967, inside front cover. Found among the papers of K Howard Drake <u>Copyright:</u> Selden Society	1970
IALS 12/31	25-26 Russell Square: first premises of the Institute. Found among the papers of K Howard Drake. 3 copies	1947-1976
IALS 12/32	Certificates of authentication from Christies' Contemporary Art of limited edition prints + biographical notes on the artists, relating to prints formerly displayed in the Senior Common Room Christies' Contemporary Art (with note by IALS staff member stating that whereabouts of prints unknown)	n.d.
IALS 12/33	Cartoons and pen portraits of Henry Hawkins QC, Chief Justice Bovill, the Hon Sir Robert Lush, Sir Henry James, Sir Frederick Pollock, Sir Thomas Erskine May and the Rt Hon Sir Alexander J E Cockburn, Bart, with accompanying articles extracted from <i>Vanity Fair</i> . The accompanying note states; "The Spy and other cartoons in the corridor outside the Howard Drake Room were extracted from issues of Vanity Fair 1869-1874 and were presented by Prof A L Diamond."	1869-1872
IALS 12/34	6 postcard size photos of the interior and exterior of the New Zealand Soldiers Club, 17 Russell Square before it became the IALS). On the back of one postcard is a pencil inscription "(17?) Russell square Bloomsbury happy days they were"	n.d. (1914-1918?)

IALS 13: Printed and Published Papers produced by or concerning the Institute, 1947-2019

Extent and form: 16 volumes, 94 booklets, 5 pamphlets, 19 PDF files. This is a hybrid series that contains both paper and digital files.

Access: open

Immediate source of acquisition: all PDF files were downloaded from the IALS website in 2020.

IALS 13/01: IALS Annual Reports 1947-2020

Extent and form: 2 volumes; 34 booklets; 13 PDF files

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 13/01/33 should be taken as the official copy.

Access: open

Item list:

Reference	Title	Extent and form	Dates
IALS 13/01/01	IALS First - Eighteenth Annual Reports	1 bound volume	1947-1965
IALS 13/01/02	IALS Nineteenth - Thirtieth Annual Reports	1 bound volume	1966-1977
IALS 13/01/03	IALS Thirty First Annual Report	1 booklet	1977-1978
IALS 13/01/04	IALS Thirty Second Annual Report	1 booklet	1978-1979
IALS 13/01/05	IALS Thirty Third Annual Report	1 booklet	1979-1980
IALS 13/01/06	IALS Thirty Fourth Annual Report	1 booklet	1980-1981
IALS 13/01/07	IALS Thirty Fifth Annual Report	1 booklet	1981-1982
IALS 13/01/08	IALS Thirty Sixth Annual Report	1 booklet	1982-1983
IALS 13/01/09	IALS Thirty Seventh Annual Report	1 booklet	1983-1984
IALS 13/01/10	IALS Thirty Eighth Annual Report	1 booklet	1984-1985
IALS 13/01/11	IALS Thirty Ninth Annual Report	1 booklet	1985-1986
IALS 13/01/12	IALS Fortieth Annual Report	1 booklet	1986-1987
IALS 13/01/13	IALS Annual Report 1987-1988	1 booklet	1987-1988
IALS 13/01/14	IALS Annual Report 1988-1989	1 booklet	1988-1989
IALS 13/01/15	IALS Annual Report 1989-1990	1 booklet	1989-1990
IALS 13/01/16	IALS Annual Report 1990-1991	1 booklet	1990-1991
IALS 13/01/17	IALS Annual Report 1991-1992	1 booklet	1991-1992
IALS 13/01/18	IALS Annual Report 1992-1993	1 booklet	1992-1993
IALS 13/01/19	IALS Annual Report 1993-1994	1 booklet	1993-1994
IALS 13/01/20	IALS Annual Report 1994-1995	1 booklet	1994-1995
IALS 13/01/21	IALS Annual Report 1995-1996	1 booklet	1995-1996
IALS 13/01/22	IALS Annual Report 1996-1997	1 booklet	1996-1997
IALS 13/01/23	IALS Annual Report 1997-1998	1 booklet	1997-1998
IALS 13/01/24	IALS Annual Report 1998-1999	1 booklet	1998-1999

Reference	Title	Extent and form	Dates
IALS 13/01/25	IALS Annual Report 1999-2000	1 booklet	1999-2000
IALS 13/01/26	IALS Annual Report 2000-2001	1 booklet	2000-2001
IALS 13/01/27	IALS Annual Report 2001-2002	1 booklet	2001-2002
IALS 13/01/28	IALS Annual Report 2002-2003	1 booklet	2002-2003
IALS 13/01/29	IALS Annual Report 2003-2004	1 booklet	2003-2004
IALS 13/01/30	IALS Annual Report 2004-2005	1 booklet	2004-2005
IALS 13/01/31	IALS Annual Report 2005-2006	1 booklet	2005-2006
IALS 13/01/32	IALS Annual Report 2006-2007: first version	1 booklet	2006-2007
IALS 13/01/33	IALS Annual Report 2006-2007: reprint	1 booklet	2006-2007
IALS 13/01/34	IALS Annual Report 2007–2008	1 booklet; 1 PDF file	2007-2008
IALS 13 /01/35	IALS Annual Report 2008–2009	1 booklet; 1 PDF file	2008-2009
IALS 13/01/36	IALS Annual Report 2009-2010	1 booklet; 1 PDF file	2010
IALS 13/01/37	IALS Annual Report 2010-2011	1 booklet; 1 PDF file	2011
IALS 13/01/38	IALS Annual Report 2011-2012	1 booklet; 1 PDF file	2012
IALS 13/01/39	IALS Annual Report 2012-2013	1 booklet; 1 PDF file	2013
IALS 13/01/40	IALS Annual Report 2013-2014	1 PDF file	2014
IALS 13/01/41	IALS Annual Report 2014-2015	1 PDF file	2015
IALS 13/01/42	IALS Annual Report 2015-2016	1 PDF file	2016
IALS 13/01/43	IALS Annual Report 2016-2017	1 PDF file	2017
IALS 13/01/44	IALS Annual Report 2017-2018	1 PDF file	2018
IALS 13/01/45	IALS Annual Report 2018-2019	1 PDF file	2019
IALS 13/01/46	IALS Annual Report and Statistics 2019-2020	1 PDF file	2020

IALS 13/02: IALS *Bulletin*, 1988-1997

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 13/02/01	IALS <i>Bulletin</i> , Issue 1	Spring Term 1988-89
IALS 13/02/02	IALS <i>Bulletin</i> , Issue 2	Summer Term 1988-89
IALS 13/02/03	IALS <i>Bulletin</i> , Issue 3	Autumn Term 1988-89
IALS 13/02/04	IALS <i>Bulletin</i> , Issue 4	Spring Term 1989-90
IALS 13/02/05	IALS <i>Bulletin</i> , Issue 5	Summer Term 1989-90
IALS 13/02/06	IALS <i>Bulletin</i> , Issue 6	Autumn Term 1990-91
IALS 13/02/07	IALS <i>Bulletin</i> , Issue 7	Spring Term 1991
IALS 13/02/08	IALS <i>Bulletin</i> , Issue 8	April 1991
IALS 13/02/09	IALS <i>Bulletin</i> , Issue 9	October 1991
IALS 13/02/10	IALS <i>Bulletin</i> , Issue 10	January 1992
IALS 13/02/11	IALS <i>Bulletin</i> , Issue 11	April 1992

Reference	Title	Dates
IALS 13/02/12	IALS <i>Bulletin</i> , Issue 12	October 1992
IALS 13/02/13	IALS <i>Bulletin</i> , Issue 13	January 1993
IALS 13/02/14	IALS <i>Bulletin</i> , Issue 14	April 1993
IALS 13/02/15	IALS <i>Bulletin</i> , Issue 15	October 1993
IALS 13/02/16	IALS <i>Bulletin</i> , Issue 16	January 1994
IALS 13/02/17	IALS <i>Bulletin</i> , Issue 17	April 1994
IALS 13/02/18	IALS <i>Bulletin</i> , Issue 18	October 1994
IALS 13/02/19	IALS <i>Bulletin</i> , Issue 19	January 1995
IALS 13/02/20	IALS <i>Bulletin</i> , Issue 20	May 1995
IALS 13/02/21	IALS <i>Bulletin</i> , Issue 21	October 1995
IALS 13/02/22	IALS <i>Bulletin</i> , Issue 22	January 1996
IALS 13/02/23	IALS <i>Bulletin</i> , Issue 23	May 1996
IALS 13/02/24	IALS <i>Bulletin</i> , Issue 24	October 1996
IALS 13/02/25	IALS <i>Bulletin</i> , Issue 25	January 1997

IALS 13/03: IALS Annual Review, 2014-2021

Extent and form: 1 booklet; 8 PDF files. This is a hybrid series that contains both paper and digital files.

Immediate source of acquisition: the PDF files were downloaded from the IALS website in 2020/21.

Item list:

Reference	Title	Extent and form	Dates
IALS 13/03/01	<i>IALS Annual Review 2014</i>	1 booklet; 1 PDF file	2014
IALS 13/03/02	<i>IALS Annual Review 2015</i>	1 PDF file	2015
IALS 13/03/03	<i>IALS Annual Review 2016</i>	1 PDF file	2016
IALS 13/03/04	<i>IALS Annual Review 2017</i>	1 PDF file	2017
IALS 13/03/05	<i>IALS Annual Review 2018</i>	1 PDF file	2018
IALS 13/03/06	<i>IALS Annual Review 2019</i>	1 PDF file	2019
IALS 13/03/07	<i>IALS Annual Review 2020</i>	1 PDF file	2020
IALS 13/03/08	<i>IALS Annual Review 2021</i>	1 PDF file	2021

IALS 13/04: 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.

Item list:

Reference	Title	Dates
IALS 13/04/01	<i>Directory, June 1987-88</i>	1989
IALS 13/04/02	<i>Directory, June 1989</i>	1989
IALS 13/04/03	<i>Directory, 1989-90</i>	1989
IALS 13/04/04	<i>Directory, 1990-91</i>	1990
IALS 13/04/05	<i>Directory, 1991-92</i>	1991
IALS 13/04/06	<i>Directory, 1992-93</i>	1992
IALS 13/04/07	<i>Directory, 1993-94</i>	1993
IALS 13/04/08	<i>Directory, 1994-95</i>	1994

IALS 13/05: IALS and SAS information pamphlets 20th century

Extent and form: 6 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 01/04.

Item list:

Reference	Title	Extent and form	Dates
IALS 13/05/01a-b	<i>IALS Profile</i>	2 leaflets	n.d.
IALS 13/05/02a-b	<i>IALS subscription services</i>	leaflet	n.d.; 1990
IALS 13/05/03	<i>ULIAS: A Guide to University of London Institutes for Advanced Study</i> , University of London, 1991	leaflet	1991
IALS 13/05/04	<i>1992-1993 at IALS</i>	leaflet	1992
IALS 13/05/05	Prospectus: <i>The Institute of Advanced legal Studies</i>	leaflet	[c1988]
IALS 13/05/06	Institute of Advanced Legal Studies: <i>Regulations</i>	leaflet	1990s
IALS 13/05/07 a-b	IALS: <i>Postgraduate Online Training</i>	Leaflet; bookmark	n.d.
IALS 13/05/08	IALS, School of Advanced Study: <i>MA in Taxation Law, Administration & Practice</i>	Leaflet	n.d.

IALS 13/06: 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 W G Hart Bequest. (Foreword to Lord Wedderburn of Charlton and W T 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 13/06/01	<i>Liability, Regulation and Risk Management: reorienting the Legal Debate</i>	1995	1 item
IALS 13/06/02	<i>Lawmaking for the European Union</i>	1996	1 item
IALS 13/06/03	<i>Access to Environmental Justice: a Comparative Examination</i>	1997	1 item

Reference	Title	Dates	Extent
IALS 13/06/04	<i>Transnational (Corporate) Finance and the Challenge to the Law</i>	1998	1 item
IALS 13/06/05	<i>Legal Regulation of the Employment Relation</i>	1999	1 item
IALS 13/06/06	<i>The Idea of Property and Obligations in Law</i>	2002	2 volumes
IALS 13/06/07	<i>The Challenge of Migration to Legal Systems</i>	2004	1 item
IALS 13/06/08	Lord Wedderburn of Charlton and WT Murphy (eds), <i>Labour Law and the Community: Perspectives for the 1980s</i>	1982	1 item
IALS 13/06/09	Legal Theory	1984	1 item
IALS 13/06/10	Discrimination and Law	1990	1 item
IALS 13/06/11	Insolvency	1991	1 item
IALS 13/06/12	Concepts of property in the law	1993	2 volumes
IALS 13/06/13	Law and Medicine	1988	1 folder

IALS 13/07 IALS Strategic Plan, 2004-2019

Extent and form: 3 PDF files

Immediate source of acquisition: IALS 13/07/01-02 were located as word documents in the IALS shared drive in 2019 and converted to PDF files by the Archivist in 2021. IALS 13/07/03 was downloaded from the IALS website in 2020.

Item list:

Reference	Title	Dates
IALS 13/07/01	<i>IALS Strategic Plan, 2004-2009</i>	10 Feb 2004
IALS 13/07/02	<i>IALS Strategic Plan, 2006-2011</i>	7 Feb 2006
IALS 13/07/03	<i>IALS Strategic Plan, 2015-2019</i>	n.d.

IALS 13/08: 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 13/08/01). The research series focused on all work “undertaken by or under the aegis of the Institute” (IALS 13/08/01). other than Legal Skills which were published separately (see IALS 13/07).

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 13/08/01	Noreen Burrows, Hilary Hiram and Jenna Brown, <i>Implementing European Community Law: Official Control of Foodstuffs</i> , Castle Cary Press, Somerset, 1993	1993
IALS 13/08/02	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 13/08/03	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 13/08/04	T Daintith (ed), <i>Constitutional Implications of Executive Self-Regulation: Comparative Experience</i> , IALS, 1996	1996
IALS 13/08/05	T Daintith (ed), <i>Constitutional Implications of Executive Self-Regulation: the New Administrative Law</i> , IALS, 1997	1997
IALS 13/08/06	Susan Bright and Maurice Sunkin, <i>Commercial Sponsorship of Legal Education</i>	1991
IALS 13/08/07	Patricia Hassett, <i>Using Expert System technology to Improve Bail Decisions</i>	1992

IALS 13/09: 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 13/09/01). The 3 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 13/09/01	Survey of Libraries Holdings of Legal Periodicals, Preliminary Edition, January 1949	1949
IALS 13/09/02	IALS Publication No 1: Union List of Legal Periodicals: A Location Guide to Holdings of Legal Periodicals in Libraries in the United Kingdom	1949

Reference	Title	Dates
IALS 13/09/03	Union List of Legal Periodicals: A Location Guide to Holdings of Legal Periodicals in Libraries in the United Kingdom, 2 nd edition	1957
IALS 13/09/04	Union List of Legal Periodicals: A Location Guide to Holdings of Legal Periodicals in Libraries in the United Kingdom, 3 rd edition	1968
IALS 13/09/05	Union List of Legal Periodicals: A Location Guide to Holdings of Legal Periodicals in Libraries in the United Kingdom, 4 th edition	1978
IALS 13/09/06	IALS Publication No. 2: Union List of Commonwealth Law Literature in Libraries in Oxford, Cambridge and London	1952
IALS 13/09/07	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 13/09/08	IALS Publication No 3: Union List of United States Law Literature in Libraries in Oxford, Cambridge and London	1954
IALS 13/09/09	Union List of United States Law Literature in Libraries in Oxford, Cambridge and London, 2 nd edition	1967
IALS 13/09/10	Union List of Air and Space Law Literature in the Libraries of Oxford, Cambridge and London. <u>WANTING</u>	
IALS 13/09/11	Union List of Air and Space Law Literature in the Libraries of Oxford, Cambridge and London, 2 nd edition	1975
IALS 13/09/12	Union List of West European Legal Literature: Publications held by Libraries in Oxford, Cambridge and London	1966
IALS 13/09/13	Finding list of primary source materials for British and Irish law held by London Libraries	1974
IALS 13/09/14	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 1905-1988

Extent and form: 1 volume, 4 folders

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 last of these is represented below.

Access: open

Related material: other 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	Extent and form	Dates
IALS 13/10/01	<i>Legal research in the UK 1905-1984</i> , IALS 1985	1 volume	1985
IALS 13/10/02	Lists of current legal research topics, editions 1-14	1 folder	1951-1966
IALS 13/10/03	Lists of current legal research topics, editions 15-26	1 folder	1967-1977
IALS 13/10/04	Lists of current legal research topics, editions 27-32	1 folder	1978-1984
IALS 13/10/05	Lists of current legal research topics, editions 33-36	1 folder	1985-1988

IALS 13/11: Lists of Official Committees, Commissions and Other Bodies Concerned with the Reform of the Law 1964-1979

Extent and form: 1 folder

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 1st and 3rd-9th editions. Other issues are available in the IALS Library. Please refer to the library catalogue for further information.

Access: open

Item list:

Reference	Title	Dates
IALS 13/11/01	<i>Official Committees, Commissions and Other Bodies Concerned with the Reform of the Law</i> , 1 st , 3 rd -9 th editions	May 1964- June 1979

IALS 13/12: IALS Research Publications 1956-2020

Extent and form: 20 volumes; 4 PDF files. This is a hybrid series that contains both paper and digital files.

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	Extent and format	Dates
IALS 13/12/01	<i>A Bibliographical Guide to the Law of the United Kingdom, The Channel Islands and the Isle of Man</i>	1 volume	1956
IALS 13/12/02	<i>Manual of Legal Citations, Part I: The British Isles</i>	1 volume	1959
IALS 13/12/03	<i>Manual of Legal Citations, Part II: The British Commonwealth</i>		1960

Reference	Title	Extent and format	Dates
IALS 13/12/04	Louis Loss (ed) <i>Multinational Approaches – Corporate Insiders, Second International Law Securities Conference</i>	1 volume	1975
IALS 13/12/05	Frank Wooldridge, <i>Groups of Companies: The Law and Practice in Britain, France and Germany</i>	1 volume	1981
IALS 13/12/06	Tom Hadden, <i>The Control of Corporate Groups</i>	1 volume	1983
IALS 13/12/07	Sir William Dale (ed) <i>British and French Statutory Drafting: The Proceedings of the Franco-British Conference of 7 and 8 April 1986</i>	1 volume	1986
IALS 13/12/08	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	1 volume	1989
IALS 13/12/09	Judith Freedman and Michael Godwin, <i>Legal Form, Tax and the Micro Business</i>	1 volume	1991
IALS 13/12/10	Fiona Macmillan Patfield, <i>Perspectives on Company Law: 1</i>	1 volume	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	1 volume	1999
IALS 13/12/12	W A Steiner, <i>The Institute of Advanced Legal Studies of the University of London 1947-1976</i> , IALS, 2000	1 volume; 1 PDF file	2000
IALS 13/12/13	Richard Moorhead, Professor Avrom Sherr and Sarah Rogers, <i>Compensation for inadequate Professional Services</i> , IALS, Apr 2000	1 volume	2000
IALS 13/12/14	Dr Constantin Stefanou and Dr Helen Xanthaki (eds) <i>Manual in European Union Approximation</i>	1 volume	2005
IALS 13/12/15	Dr Helen Xanthaki, <i>Expanding Your Company in France, Italy and Greece</i>	1 volume	2002
IALS 13/12/16	Linden Thomas and Nick Johnson (eds), <i>The Clinical Education Handbook</i> , University of London Press, 2020	1 volume	2020
IALS 13/12/17	Elizabeth Dawson, <i>The Admission of Women into the Legal Profession: A guide to archival sources at IALS</i> , IALS	1 PDF file	n.d.

Reference	Title	Extent and format	Dates
IALS 13/12/18	Clare Cowling, <i>Guide to the Records of Legal Education Archives at the Institute of Advanced Legal Studies</i> , IALS, 1998	1 folder; 1 PDF file	1998; revised 2002
IALS 13/12/19	Clare Cowling, <i>Legal Records at Risk: A strategy for safeguarding our legal heritage</i> , University of London Press, IALS, 2019	1 volume; 1 PDF file	2019
IALS 13/12/20	Lisa Webley, <i>A Review of the Literature on Family Mediation for England and Wales, Scotland, the Republic of Ireland, France and the United States</i> , prepared for the Lord Chancellor's Advisory Committee on Legal Education and Conduct, IALS, 1998	1 Volume	1998
IALS 13/12/21	Tamara Goriely and Pieta Das Gupta with Roger Bowles, <i>Breaking the Code: The impact of legal aid reforms on general civil litigation</i> , supported by a grant from the Nuffield Foundation, IALS, June 2001	1 Volume	2001
IALS 13/12/22	Dr Constantin Stefanou and DR Helen Xanthaki (eds), <i>Manual in Legislative Drafting</i> , funded by the Department for International Development, IALS, 2005	1 Volume	2005
IALS 13/12/23	K Lipstein (ed), <i>Harmonisation of Private International Law by the E.E.C.</i> , IALS 1978	1 volume	1978
IALS 13/12/24	Dennis Dominic Adjei, IALS Inns of Court Judicial fellow, <i>The Right to Information to Promote Transparency and Accountability, and the Right of Protection provided by International and National Laws within the Ghanaian Context</i>	1 folder	2023

IALS 14: Library Accession Records 1947-2008

Extent and form: 36 volumes

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 14/01	Accessions book 1: 1 to 29364	1947-[c1971]
IALS 14/02	Accessions book 2: 29364 to 47334	1953-1971
IALS 14/03	Accessions book 3: 47335 to 67415	1957-1976
IALS 14/04	Accessions book 4: 67416 to 87886	1960s – 1970s
IALS 14/05	Accessions book 5: 87900 to 106796	1970s – 1981
IALS 14/06	Accessions book 6: 106798 to 126718	1970s-1981
IALS 14/07	Accessions book 7: 126719 to 143812	1970s - 1981
IALS 14/08	Accessions book 8: 143813 to 150230	1979-1980
IALS 14/09	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

Reference	Title	Dates
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
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: 13 volumes; 58 booklets

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 15/01 and the microfiche is represented in the archives at IALS 15/02. Other material in this series is hand lists which were available for use in the Library.

Access: open

IALS 15/01: 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 15/01/01	Catalogue of the Library of the Institute of Advanced Legal Studies Author Catalogue volume 1 A-Gn	1978
IALS 15/01/02	Catalogue of the Library of the Institute of Advanced Legal Studies Author Catalogue volume 2 Go-Nev	1978

IALS 15/01/03	Catalogue of the Library of the Institute of Advanced Legal Studies Author Catalogue volume 3 New – Z	1978
IALS 15/01/04	Catalogue of the Library of the Institute of Advanced Legal Studies Subject Catalogue volume 4 A – England-H	1978
IALS 15/01/05	Catalogue of the Library of the Institute of Advanced Legal Studies Subject Catalogue volume 5 England-I - N	1978
IALS 15/01/06	Catalogue of the Library of the Institute of Advanced Legal Studies Subject Catalogue volume 6 O-Z; Command Papers; Theses; Staff Catalogue	1978

IALS 15/02: 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 15/03: Lists of Books and Serials Added to the Library 1988-1999

Extent and form: 51 booklets

Scope and contents: regular print out of material received by the Library, giving bibliographic details and class mark. None appear to be extant for 1996.

Access: open

Item list:

Reference	Title	Date
IALS 15/03/01	Library Accessions List 1988-89, Number One	1988 Aug
IALS 15/03/02	Library Accessions List 1988-89, Number Two	1988 Sept
IALS 15/03/03	Library Accessions List 1988-89, Number Three	1988 Oct
IALS 15/03/04	Library Accessions List 1988-89, Number Four	1988 Nov
IALS 15/03/05	Library Accessions List 1988-89, Number Five	1988 Dec
IALS 15/03/06	Library Accessions List 1988-89, Number Six	1989 Jan
IALS 15/03/07	Library Accessions List 1988-89, Number Seven	1989 Feb
IALS 15/03/08	Library Accessions List 1988-89, Number Eight	1989 Mar
IALS 15/03/09	Library Accessions List 1989-90, Number 1	1989 Aug
IALS 15/03/10	Library Accessions List 1989-90, Number 2	1989 Sept
IALS 15/03/11	Library Accessions List 1989-90, Number 3	1989 Oct
IALS 15/03/12	Library Accessions List 1989-90, Number 4	1989 Nov
IALS 15/03/13	Library Accessions List 1989-90, Number 5	1989 Dec
IALS 15/03/14	Library Accessions List 1989-90, Number 6	1990 Jan

Reference	Title	Date
IALS 15/03/15	Library Accessions List 1989-90, Number 7	1990 Feb
IALS 15/03/16	Library Accessions List 1989-90, Number 8	1990 Mar
IALS 15/03/17	Library Accessions List Summer 1990	1990 Sept
IALS 15/03/18	Library Accessions List October 1990	1990 Oct
IALS 15/03/19	Library Accessions List November 1990	1990 Nov
IALS 15/03/20	List of Books and Serials Added to the Library, October 1991	1991 Oct
IALS 15/03/21	List of Books and Serials Added to the Library, November 1991	1991 Nov
IALS 15/03/22	List of Books and Serials Added to the Library, December 1991	1991 Dec
IALS 15/03/23	List of Books and Serials Added to the Library, January 1992	1992 Jan
IALS 15/03/24	List of Books and Serials Added to the Library, February 1992	1992 Feb
IALS 15/03/25	List of Books and Serials Added to the Library, March 1992	1992 Mar
IALS 15/03/26	List of Books and Serials Added to the Library, April 1992	1992 Apr
IALS 15/03/27	List of Books and Serials Added to the Library, May to August 1992	1992 Aug
IALS 15/03/28	List of Books and Serials Added to the Library, September to October 1992	1992 Oct
IALS 15/03/29	List of Books and Serials Added to the Library, November 1992	1992 Nov
IALS 15/03/30	List of Books and Serials Added to the Library, December 1992	1992 Dec
IALS 15/03/31	List of Books and Serials Added to the Library, January 1993	1993 Jan
IALS 15/03/32	List of Books and Serials Added to the Library, February 1993	1993 Feb
IALS 15/03/33	List of Books and Serials Added to the Library, March 1993	1993 Mar
IALS 15/03/34	List of Books and Serials Added to the Library, April 1993	1993 Apr
IALS 15/03/35	List of Books and Serials Added to the Library, May 1993	1993 May
IALS 15/03/36	List of Books and Serials Added to the Library, June 1993	1993 June

Reference	Title	Date
IALS 15/03/37	List of Books and Serials Added to the Library, July 1993	1993 July
IALS 15/03/38	List of Books and Serials Added to the Library, August 1993	1993 Aug
IALS 15/03/39	List of Books and Serials Added to the Library, September to October 1993	1993 Oct
IALS 15/03/40	List of Books and Serials Added to the Library, November 1993	1993 Nov
IALS 15/03/41	List of Books and Serials Added to the Library, December 1993 to February 1994	1994 Feb
IALS 15/03/42	List of Books and Serials Added to the Library, March to April 1994	1994 Apr
IALS 15/03/43	List of Books and Serials Added to the Library, May to June 1994	1994 June
IALS 15/03/44	List of Books and Serials Added to the Library, July to August 1994	1994 Aug
IALS 15/03/45	List of Books and Serials Added to the Library, September to October 1994	1994 Oct
IALS 15/03/46	List of Books and Serials Added to the Library, November to December 1994	1994 Dec
IALS 15/03/47	List of Books and Serials Added to the Library, January to February 1995	1995 Feb
IALS 15/03/48	List of Books and Serials Added to the Library, January to April 1997	1997 Apr

IALS 15/04: Lists of Serials 1992-1999

Extent and form: 6 booklets

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 15/04/01	List of Serials 1992/93	1993
IALS 15/04/02	List of Serials 1993/94	1994

IALS 15/04/03	List of Serials 1994/95	1995
[IALS 15/04/04	List of Serials 1995/96 <u>WANTING</u>	1996]
IALS 15/04/05	List of Serials 1996/97	1997
IALS 15/04/06	List of Serials 1997/98	1998
IALS 15/04/07	List of Serials 1999	1999

IALS 15/05: 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 15/05/01	Temporary Catalogue	1992
IALS 15/05/02	Temporary Catalogue A – I	1992 May
IALS 15/05/03	Temporary Catalogue J – Z	1992 May
IALS 15/05/04	Temporary Catalogue	1992 Nov

IALS 15/06: 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 15/06	Short Loan Collection list	1993

IALS 15/07 Library Classification Scheme, 1988

Extent and form: 1 folder

Access: open

Item list:

Reference	Title	Date
IALS 15/07	Library Classification Scheme	1988

IALS 16: IALS *Library News/Library Newsletters* 1989-2012

Extent and form: 2 folders

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.” (ref: IALS 16/01). The sub-title of the earliest *News* was “the other IALS newsletter”, leading to the assumption that there was also a more “official” version.

During the 1990s another newsletter was produced, titled *Essentials IALS* and undated. Copies were found among the IALS Secretary’s papers. They appear to also have been aimed at all IALS staff. There is no indication as to when or why production was discontinued.

Access: open

Item list:

Reference	Title	Dates
IALS 16/01/01	IALS Library News	1989-2012
IALS 16/01/01	IALS Library News, March 1989	1989 Mar
IALS 16/01/02	IALS Library News, April 1989	1989 Apr
IALS 16/01/03	IALS Library News, June 1989	1989 June
IALS 16/01/04	IALS Library News, June 2008	2008 June
IALS 16/01/05	IALS Library News, September 2008	2008 Sept
IALS 16/01/06	IALS Library News, February 2009	2009 Feb
IALS 16/01/07	IALS Library News, June 2009	2009 June
IALS 16/01/08	IALS Library News, September 2009	2009 Sept
IALS 16/01/09	IALS Library News, June 2010	2010 June
IALS 16/01/10	IALS Library News, October 2010	2010 Oct
IALS 16/01/11	IALS Library News, January 2011	2011 Jan

Reference	Title	Dates
IALS 16/01/12	IALS Library News, October 2011	2011 Oct
IALS 16/01/13	IALS Library News, January 2012	2012 Jan
IALS 16/02	<i>IALS Essentials – Newsletter nos 1-8</i>	1990s

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

Extent and form: 9 leaflets

Access: open

Related material: promotional material and literature for IALS is catalogued at IALS 13/05.

Item list:

Reference	Title	Extent and form	Date
IALS 17/01	Library and Information Services bookmark	1 bookmark	n.d. [c2000]
IALS 17/02/01-05	Library and Information Services: Services for Researchers	5 leaflets	n.d. [2000? 2011?]
IALS 17/03/01-02	Flag (Foreign Law Guide)	Leaflet; flyer	n.d. [c2000]
IALS 17/04	IALS Library Services for LLM Students	Leaflet	n.d. [c2000]
IALS 17/05	IALS Library and Information Services	Leaflet	2001
IALS 17/06	IALS Library and Information Services: Services for Practitioners	Leaflet	n.d.
IALS 17/07	IALS Library: Industrial and Intellectual Property Law	Leaflet	n.d. [c.2002]

IALS 18: Conference and Course material 1973-1986

Extent and form: 2 folders

Access: open

Item list:

Reference	Title	Dates
IALS 18/01	Delegate pack: Trends in Investor Protection:	1973
IALS 18/02	Programme: "A Course in International Law to be held at the Institute of Advanced Legal Studies 6-17 July 1987	1987

IALS 19: Reviews of the IALS, 1999-2012

Extent and form: 2 booklets; 3 PDF files. This is a hybrid series that contains both paper and digital files.

Administrative history: on 3 November 1998 the Board of the Institute set up a Review Committee to review the work and practices of IALS. It issued its findings in April 1999. Further reviews were carried out by Review Panels in 2005 and 2012.

Item list:

Reference	Title	Extent and format	Dates
IALS 19/01	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, Apr 1999</i> (Goode Report). Includes appendices	1 booklet; 1 PDF file	1999
IALS 19/02	University of London: <i>Institute of Advanced Legal Studies: Report of the Review Panel</i> (Prof William Twining and Prof Alan Paterson)	1 booklet; 1 PDF file	Jan 2005
IALS 19/03	University of London: <i>Review of the Institute of Advanced Legal Studies: Report of the Review Panel</i> (Prof Martin Partington; Partington Report)	1 PDF file	May 2012

IALS 20: Institute Librarians' files, 1975-2016

Extent and form: 14 folders

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 and by David Gee in 2018.

IALS 20/01: Librarians' management files, 1975-1990

Extent and form: 7 folders

Scope and contents: management files created by the Librarian.

Access: open, except for IALS 20/01/01 which contains personal data and is therefore closed for 75 years.

Item list:

Reference	Title	Dates
IALS 20/01/01	Steiner/Anderson: correspondence re "C/2/Staff: Library Attachments" Contains c.v.s. CLOSED until 2059	1975-1984
IALS 20/01/02	Steiner/Anderson: file on WG Hart Fund	1985-1986
IALS 20/01/03	Anderson/Winterton: file re funding for proposed Union List of Law Reports	1986-1991
IALS 20/01/04	Anderson/Winterton: file re "Staff Annual Record", including annual staff reviews	1987-1990
IALS 20/01/05	Steiner: file re University of London Faculty of Laws	1970-1986
IALS 20/01/06	Anderson: correspondence, especially relating to IALL conferences	1974-1989
IALS 20/01/07	Anderson: correspondence as 2 nd Vice-President of IALL	1983-1986

IALS 20/02 Institute Library Management Team papers, 2000-2016

Extent and medium: 7 folders (1 archive box)

Administrative history: the Institute Library Management Team (ILMT) first met on 18 October 2000. The purpose of the meetings, which were to be held fortnightly, was to identify significant management issues and deadlines, to identify issues for further discussion, to discuss general policy issues and priorities and to air problems and reader complaints.

Scope and contents: ILMT meeting papers. Some have been annotated by the Librarian.

Access: open 20 years after last date on file. Closed items are designated in red.

Item list:

Reference	Title	Dates
IALS 20/02/01	Institute Library Management Team meeting papers	Oct 2000-2003
IALS 20/02/02	Institute Library Management Team meeting papers	2004-2005
IALS 20/02/03	Institute Library Management Team meeting papers	2006-2007
IALS 20/02/04	Institute Library Management Team meeting papers	2008-2009
IALS 20/02/05	Institute Library Management Team meeting papers	2010-2011
IALS 20/02/06	Institute Library Management Team meeting papers	2012-2013
IALS 20/02/07	Institute Library Management Team meeting papers	2014-2016

IALS 21: Legal Skills Research Group: Records, 1987-1996

Extent and medium: 14 folders; 6 booklets (5 archive boxes)

Administrative history: the Legal Skills Research Group (LSRG) was formed in 1989 as a collective enterprise by some of the country's leading researchers into the skills needed for the study and practice of the law. The Group intended that it should act as a resource for professional legal and judicial bodies, users of legal services and institutions providing legal education at all levels, by:

- doing original research on legal skills;
- monitoring and evaluating current and completed research in the field;
- developing and evaluating curricula for the teaching of legal skills and providing information and consultancy services.

The Group was funded by the Higher Education Funding Council. It comprised teachers from law schools throughout the country. It held annual symposia and regular lunchtime seminars, commencing in July 1990, on various subjects. Most symposia papers have been published in IALS working papers. Subjects have included teaching of ethics, incompetence at the Bar, teaching alternative dispute resolution and evaluation of the Bar Vocational Course.

The Group also undertook various special research projects, including a 5-year study commencing in 1989 to develop a general methodology for assessing legal skills. Later projects included developing methods for applying the theoretical findings of year 1 of the legal skills project and the development of training videos.

The LSRG was managed by Hilary Lewis Ruttley, a graduate in Law and Anthropology from SOAS and a Barrister (Inner Temple, 1980). She was also Joint Director of Studies at the IPTU at IALS and also the Co-ordinator of academic and practitioner groups based at IALS, including the LSRG, the Law and Development Forum and the Middle East Legal Practitioners Forum. For records of those groups see IALS 26. She was supported by Juliet Fussell, who was the Group's secretary until 1994, when the Group appears to have been wound down.

Scope and content: the papers of the Group primarily comprise files of Professor Terence Daintith, Convenor of the LSRG from 1989 to 1994 and Director of IALS. check

Access: open

Archival history: in 1995 Professor Terence Daintith passed his papers about the Group papers to Juliet Fussell. She in turn passed them to the Records of Legal Education Archives in August 1996. In 2020 the then Convenor of the group, Professor Avrom Sherr, confirmed that the group was not independent but was managed by the IALS; all records were therefore transferred to the IALS collection in 2021 and catalogued as IALS 21/01-06.

In 2023 Hilary Lewis Ruttley's and Juliet Fussell's LSRG papers, which had been passed to the Archives in 2001/2002, were catalogued into this series. They will be found at IALS 21/06.

IALS 21/01: Agenda, Minutes and Papers of the LSRG, 1989-1994

Extent and form: 2 folders

Administrative history: the Group was chaired by a convenor and met at regular intervals at IALS.

Item list:

Reference	Description	Dates
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IALS 21/01/01	Agenda, minutes and papers	1989-1990
IALS 21/01/02	Agenda, minutes and papers	1991-1994

IALS 21/02: Papers relating to Funding, 1988-1994

Extent and form: 2 folders

Administrative history: although the Group was housed at IALS, it was not funded by the Institute, but applied for funding for its projects from the University Grants Committee (later the Higher Education Funding Committee), which provided grants for research into continuing education.

Item list:

Reference	Description	Dates
IALS 21/02/01	Funding proposals, submissions and reports	1988-1992
IALS 21/02/02	Funding proposals, submissions and reports	1993-1994

IALS 21/03: Administrative Papers, 1989-1993

Extent and form: 1 folder

Scope and content: this series primarily comprises Professor Daintith's copies of papers forwarded by the secretary relating to the administration of the Group, plus some correspondence and memoranda. Papers include the Group's mission statement, press releases, arrangements for meetings and symposia and outlines of papers and research proposals.

Item list:

Reference	Description	Dates
IALS 21/03	Administrative papers	1989-1993

IALS 21/04: Convenor's Correspondence, alphabetically arranged, 1988-1994

Extent and form: 2 folders

Scope and content: this series comprises the correspondence of **Professor Daintith check** as Group convenor, alphabetically arranged by correspondent. The series has been weeded to remove duplicates and ephemeral material.

Item list:

Reference	Description	Dates
IALS 21/04/01	Convenor's correspondence, A-L	1988-1994
IALS 21/04/02	Convenor's correspondence, M-Z	1988-1994

IALS 21/05: Legal Skills: Documents and Papers, 1989-1994

Extent and form: 7 folders

Scope and content: originally in three box files marked “legal skills I-III”, the class contains background papers, articles and copies of LSRG papers presented at seminars and colloquia. Some are annotated, presumably by Professor Daintith, and there are also some pages of handwritten comments. The arrangement is roughly chronological by date of article or paper.

Item list:

Reference	Description	Dates
IALS 21/05/01	Documents and papers	1987-1988
IALS 21/05/02	Documents and papers	1989
IALS 21/05/03	Documents and papers	1990
IALS 21/05/04 (Parts 1-2)	Documents and papers	1991
IALS 21/05/05	Documents and papers	1992
IALS 21/05/06	Documents and papers	1993
IALS 21/05/07	Documents and papers	1994

IALS 21/06: LSRG research projects and seminars – papers, 1990-1996

Extent and medium: 1 box; 2 videos

Administrative context: the papers below comprise Hilary Lewis Ruttley’s and Juliet Fussell’s LSRG papers on research projects, arranged chronologically.

Item list:

Reference	Description	Dates
IALS 21/06/01	“Binder I LSRG research”: Legal Skills and Competence: Issues for the Lord Chancellor’s Advisory Committee – a Symposium, Feb 26 1990	1990
<u>IALS 21/06/02 Parts 1-4</u>	<u>Universities Funding Council/LSRG project on the Development of a general methodology for assessing legal skills (Arbitrators)</u>	<u>1990-1994</u>
IALS 21/06/02 pt 1	Binder I LSRG research - LSRG/UFC project 1990-1995”: Papers on a Universities Funding Council (UFC) project carried out by the LSRG on the Development of a general methodology for assessing legal skills (Arbitrators). Includes proposal and progress reports	1990-1993
IALS 21/06/02 pt 2	UFC research project papers “Binder 2 LSRG research” 1991. Includes draft report, project papers and project team minutes	1990-1991
IALS 21/06/02 pt 3	“Binder 2 LSRG research” 1992-4 UFC research project papers incl timetable, pilot exercises, minutes,	1991-1994

Reference	Description	Dates
	progress reports and 2 nd research colloquium 1994 to develop a general methodology for the project	
IALS 21/06/02 pt 4	“Binder II research project into arbitration skills; correspondence and administration” 1990s 1992-4 UFC research project papers incl minutes of project meetings, interviews with experts, handouts	1992-1993
IALS 21/06/02 pt 5	“Binder 4 LSRG colloquium 1994 research” UFC research project papers incl project minutes, progress reports and research colloquium Mar 6 1994	1994
IALS 21/06/02 pt 6	“Binder 4 LSRG research” 1994-6 UFC research project papers incl project minutes, progress reports and 2 nd research colloquium Mar 6 1994	1994
IALS 21/06/03	Hilary Lewis Ruttley, <i>Analysis of Arbitrators’ Skills: towards a general methodology for the Assessment of Legal Skills</i> (produced for the UFC research project)	1991
IALS 21/06/04	2 copies of video “Remarks by John K de Groot (Director of Legal Practice QUT Law faculty) for the LSRG symposium (unspecified) 29 Oct 1992	1992
IALS 21/06/05	LSRG seminars series lists. Includes LSRG mission statement	1995-1996
IALS 21/06/06	Folder of sessions papers “LSRG conference 8 Feb 1996” Defining, Teaching and Assessing Legal Skills – Results, Findings & Conclusions	1996

IALS 22: Society for Advanced Legal Studies (SALS) - Records, 1997-2013

Extent and medium: 75 volumes; 98 booklets; 44 folders (6 archive boxes); 2 PDF files

Administrative history: the Society for Advanced Legal Studies (SALS), established in 1997, was the successor body to the Friends of the Institute of Advanced Legal Studies. The Friends were established in 1989 under the auspices of the IALS to foster the interests of the Institute. SALS, however, was established as a charitable learned society consisting of scholars, practitioners and those involved in the administration of justice from the UK and around the world. Its objectives were to promote and facilitate legal research at an advanced level and in particular to engender greater collaboration between scholars and those involved in the practice of law. The Society sought to achieve these objectives through a number of initiatives including organising and supporting specialised working groups, lectures and conferences.

The Constitution of the SALS provided for an Advisory Council of persons drawn from academia, practitioners and the judiciary from the UK and overseas. During its first year there was a transitional executive committee, chaired by the Director of IALS, and an interim advisory council.

In recent years SALS ceased to be a separate entity, and the associate charity and company were wound up. Management of the SALS was passed to the UOL Development Office.

Scope and content: the collection comprises the archive of the Friends of the Institute of Advanced Legal Studies, SALS minutes and some SALS publications.

Access: open other than material containing personal data, which is closed for 75 years. **Closed items are designated in red.**

Archival history: in 1997 the Society entered into an informal agreement with the Records of Legal Education Archives (now part of the IALS Archives) to deposit its non-current records with the Archives as the need arises. A file detailing the initial 1997 transfer and terms of deposit is held in the Records of Legal Education Project collection at RLEP 08/12. Further deposits, including records of the Friends of the Institute (the precursor of SALS) were deposited in 2002 and 2004. Some administrative records of the SALS were transferred in 2018. In 2022 it was agreed that the catalogue should be subsumed into the IALS Archives catalogue.

Accruals: no further accruals are expected.

IALS 22/01: Copies of *Amicus Curiae* ("Friend of the Court"), 1997-2013

Extent and form: 93 booklets (2 archive boxes); 1 PDF file. This is a hybrid series that contains both paper and digital files.

Scope and content: this series contains copies of the monthly journal of the SALS. There are some gaps in holdings.

Arrangement: chronological

Item list:

Issue number	Dates
Issue 1	Oct 1997
Issue 2	Nov 1997
Issue 3	Jan 1998
Issue 4	Feb 1998
Issue 5	Mar 1998
Issue 6	Apr 1998
Issue 7	May 1998
Issue 8	June 1998
Issue 9	July 1998
Issue 10	September 1998
Issue 11	October 1998
Issue 12	November 1998
Issue 13	January 1999
Issue 14	February 1999

Issue number	Dates
Issue 15	March 1999
Issue 16	April 1999
Issue 17	May 1999
Issue 18	June 1999
Issue 19	July 1999
Issue 20	Sept 1999
Issue 21	Oct 1999
Issue 22	Nov 1999
Issue 23	Jan 2000
Issue 24	Feb 2000
Issue 25	Mar 2000
Issue 26	April 2000
Issue 27	May 2000
Issue 28	June 2000
Issue 29	July 2000
Issue 30	Sept 2000
Issue 31	Oct 2000
Issue 32	Nov 2000
Issue 33	Jan/Feb 2001
Issue 34	Mar/April 2001
Issue 35	June/July 2001
Issue 36	Aug 2001
Issue 37	Sept/Oct 2001
Issue 38	Nov/Dec 2001
Issue 39	Jan/Feb 2002
Issue 40	Mar/April 2002
Issue 41	May/June 2002
Issue 42	July/Aug 2002
Issue 43	Sept/Oct 2002
Issue 44	Nov/Dec 2002
Issue 45	Jan/Feb 2003
Issue 46	Mar/April 2003

Issue number	Dates
Issue 47	May/June 2003
Issue 48	July/Aug 2003
Issue 49	Sept/Oct 2003
Issue 50	Nov/Dec 2003
Issue 51	Jan/Feb 2004
Issue 52	<u>Wanting</u>
Issue 53	May/June 2004
Issue 54	July/Aug 2004
Issue 55	Sept/Oct 2004
Issue 56	Nov/Dec 2004
Issue 57	Jan/Feb 2005
Issue 58	Mar/April 2005
Issue 59	May/June 2005
Issue 60	July/Aug 2005
Issue 61	Sept/Oct 2005
Issue 62	Nov/Dec 2005
Issue 63	Jan/Feb 2006
Issues 64-66	<u>Wanting</u>
Issue 67	Sept/Oct 2006
Issue 68	Nov/Dec 2006
Issue 69	Spring 2007
Issue 70	<u>Wanting</u>
Issue 71	Autumn 2007
Issue 72	Winter 2007
Issue 73	Spring 2008
Issue 74	Summer 2008
Issue 75	<u>Wanting</u>
Issue 76	Winter 2008
Issues 77-81	<u>Wanting</u>
Issue 82	Summer 2010
Issues 83-85	<u>Wanting</u>
Issue 86	Summer 2011

Issue number	Dates
Issues 87-89	<u>Wanting</u>
Issue 90	Summer 2012
Issues 91-92	<u>Wanting</u>
Issue 93	Spring 2013

IALS 22/02: SALS Working Groups - Published papers, 1998-2002

Extent and form: 9 volumes

Scope and content: this series contains published papers of the various SALS working groups

Arrangement: chronological

Item list:

Reference	Description	Dates
IALS 22/02/01	Planning and Environmental Law Reform Working Group: <i>Report on Planning Obligations</i> . Includes press release	Nov 1998
IALS 22/02/02	Planning and Environmental Law Reform Working Group: <i>Nature Conservation and Habitat Protection – Sites of Special Scientific Interest (SSSI)</i>	Mar 1999
IALS 22/02/03	Family Law Working Group: <i>Report on the Cross Border Movement of Children</i>	Nov 1999
IALS 22/02/04	Financial regulation Working Group: <i>Report on Parallel Proceedings</i>	Dec 1999
IALS 22/02/05	Anti-Corruption Working Group: <i>Banking on Corruption – the Legal Responsibilities of Those who Handle the Proceeds of Corruption</i>	Feb 2000
IALS 22/02/06	Ethics and Lawyer Fee Arrangements Working Group: <i>The Ethics of Conditional Arrangements</i>	Jan 2001
IALS 22/02/07	Planning and Environment Law Reform Working Group: <i>The Simplification of Planning Legislation</i>	May 2001
IALS 22/02/08	The Interdiction of Terrorist Property Working Group: <i>The Funding of Terror – the Legal Implications of the Financial War on Terror</i>	July 2002
IALS 22/02/09	Planning and Environmental Law Reform Working Group: <i>New Town and Village Greens – Proposals for Law Reform</i>	Dec 2002

IALS 22/03: Friends of the Institute of Advanced Legal Studies – records, 1988-1997

Extent and form: 9 folders

Archival history: these records were transferred to the Records of Legal Education Archives (now part of the IALS Archives) in 1999.

Arrangement: the series below comprises a set of files arranged in their original order as transferred.

Access: open other than files other than files containing personal data, which are closed for 75 years. **Closed items are designated in red.**

Item list:

Reference	Description	Dates
IALS 22/03/01	Papers relating to the launch of the Friends	19 May 1990
IALS 22/03/02	Papers of Annual General Meetings and Annual Lectures. Includes annual accounts and committee reports. Chronological order	1989-1996
IALS 22/03/03	Constitution of the Friends	1993
IALS 22/03/04	Set of Friends recruitment letters	Nov 1988 – Feb 1994
IALS 22/03/05	Enrolment forms and related papers	1989-1997
IALS 22/03/06	<u>Committee papers including AGMs</u>	<u>1988-1995</u>
Parts 1-2	Part 1	1988-1992
	Part 2	1993-1995
IALS 22/03/07	Honorary Friends enrolment file, including c.v.s. Alphabetically arranged [CLOSED until 2066]	1988-1991
IALS 22/03/08	General correspondence file, alphabetically arranged	1989-1996
IALS 22/03/09	Papers of the Extraordinary General Meeting on 10 Feb 1997 winding up the Society and the creation of the Society for Advanced Legal Studies	1996-1997

IALS 22/04: Friends of the Institute - *Directory* 1990-1995

Archival history: this series was originally catalogued as IALS 13/03.

Extent and form: 6 booklets

Access: open

Item list:

Reference	Title	Dates
IALS 22/04/01	<i>Friends of the Institute, Directory 1990</i>	1990
IALS 22/04/02	<i>Friends of the Institute, Directory 1991</i>	1991
IALS 22/04/03	<i>Friends of the Institute, Directory 1992</i>	1992
IALS 22/04/04	<i>Friends of the Institute, Directory 1993</i>	1993

IALS 22/04/05	<i>Friends of the Institute, Directory 1994</i>	1994
IALS 22/04/06	<i>Friends of the Institute, Directory 1995</i>	1995

IALS 22/05: Rules and Regulations of the SALS, 1997-1998

Archival history: IALS 22/05/01 was passed to the IALS Archives by Ben Pendleton in 2012. IALS 22/05/02 may have been part of a transfer of records by the SALS in 2004.

Extent and form: 1 booklet, 1 file

Access: open

Item list:

Reference	Title	Dates
IALS 22/05/01	Rules and Regulations of the SALS	July 1997
IALS 22/05/02	Written Resolutions of the SALS changing the Memorandum and Articles of Association in order to comply with the Charity Commissioners' requirements for registration (includes members' signatures)	Oct 1997 – Apr 1998

IALS 22/6: SALS Committee meetings – minutes and papers, 1996-1999, 2016

Extent and form: 3 paper folders, 1 PDF file. This is a hybrid series that contains both paper and digital files.

Archival history: the first three items were probably passed by Juliet Fussell, SALS Secretary, to the IALS Archives in 2004 (no accession record survives). Item IALS 22/06/04 was downloaded from the IALS website in 2021.

Arrangement: chronological

Access: open

Item list:

Reference	Title	Extent and format	Dates
IALS 22/06/01	Transitional Advisory Committee minutes and papers	1 folder	1996-1998
IALS 22/06/02	Transitional Executive Committee minutes and papers	1 folder	1997-1998
IALS 22/06/03	Executive Committee minutes and papers	1 folder	1998-1999
IALS 22/06/04	Executive Committee minutes and papers	1 PDF file	2016

IALS 23: IALS Boards and Committees - records, 1947-2011

Extent and form: 10 volumes; 44 paper folders

Administrative history: the governing body of the Institute from its inception in 1947 was the Committee of Management which supervised its administration. It was responsible to the Senate of the University. The Committee met once each term (three times a year). Its agenda, certainly in later years, consisted largely of the minutes of its sub-committees. The Committee of Management was supported by two sub-committees: the General Purposes Sub-Committee and the Library Sub-Committee.

In 1989 the Committee of Management was replaced by the Board of the Institute, which in turn was replaced by an Advisory Council.

There are currently four different Committees/Councils which facilitate the management of the Institute:

- [IALS Advisory Council](#)
- [IALS Library Committee](#)
- [Research Committee](#)
- [Resources Policy Committee](#)

Access: open 20 years after last date on file. **Closed items are designated in red.**

Archival history: these records were passed by the IALS Librarian and/or with secretaries' papers to the Archives in 2000, 2002 and 2022.

Related material: some agenda, minutes and papers of various committees will also be found in IALS Secretaries' files at IALS 08.

IALS 23/01 Committee of Management – agenda, minutes and papers, 1947-1992

Extent and form: 4 volumes; 4 folders

Administrative history: the Committee of Management was the governing body of the Institute from 1947 until 1989, when it was replaced by an Advisory Board (ref: IALS 23/02). It appears to have continued to meet informally, however, until 1992 (see IALS 23/01/09).

Archival history: the "official" agenda, minutes and papers of the managing committees, boards and council were transferred to the Archives by the then Secretary, David Phillips, in 2001.

Access: open

Related material: some Committee papers and related correspondence will be found in the Secretary's files at IALS 08.

Item list:

Reference	Title	Extent and form	Dates
IALS 23/01/01	Committee of Management minute book	1 volume	1947-1957
IALS 23/01/02	Committee of Management minute book	1 volume	1957-1967
IALS 23/01/03	Committee of Management minute book	1 volume	1967-1977
IALS 23/01/04	Committee of Management minute book	1 volume	1977-1981
IALS 23/01/05	Committee of Management minutes and papers	1 volume	26 Nov 1981; 23 Feb 1982
IALS 23/01/06	Committee of Management minutes and papers	1 volume	20 May 1982
IALS 23/01/07	Committee of Management minutes and papers	1 volume	11 Nov 1982
IALS 23/01/08	Committee of Management minutes and papers	1 volume	24 Feb 1983
IALS 23/01/09	Committee of Management minutes and papers	1 volume	24 May 1983
IALS 23/01/10	Committee of Management minutes and papers	1 volume	22 Nov 1983
IALS 23/01/11	Committee of Management minutes and papers	1 volume	28 Feb 1984
IALS 23/01/12	Committee of Management minutes and papers	1 volume	7 June 1984
IALS 23/01/13	Committee of Management minutes and papers	1 volume	20 Nov 1984
IALS 23/01/14	Committee of Management minutes and papers	1 volume	28 Feb 1985
IALS 23/01/15	Committee of Management minutes and papers	1 volume	4 June 1985
IALS 23/01/16	Committee of Management minutes and papers	1 volume	11 July 1985
IALS 23/01/17	Committee of Management minutes and papers	1 volume	21 Nov 1985
IALS 23/01/18	Committee of Management minutes and papers	1 volume	25 Feb 1986
IALS 23/01/19	Committee of Management minutes and papers	1 volume	5 June 1986

Reference	Title	Extent and form	Dates
IALS 23/01/20	Committee of Management minutes and papers	1 volume	18 Nov 1986
IALS 23/01/21	Committee of Management minutes and papers	1 folder	Feb 1987 – May 1989
IALS 23/01/22	“Committee of Management – election of chairman” summary file		1973-1986
IALS 23/01/23	“Committee of Management – membership” summary file		1979-1984
IALS 23/01/24 Parts 1-2	Committee of Management – Secretary’s notes on meetings	2 folders	1988-1992

IALS 23/02 Board of the Institute – agenda, minutes and papers, 1989-1997

Extent and form: 13 folders

Administrative history: the Board of the Institute replaced the Committee of Management in 1989. It was in turn replaced by an Advisory Council in 1989.

Archival history: the “official” agenda, minutes and papers of the managing committees, Board and Council were transferred to the Archives by the then Secretary, David Phillips, in 2001.

Access: open other than item IALS 23/02/13 which contains personal data including c.v.s and is **CLOSED** until 2070.

Item list:

Reference	Title	Dates
IALS 23/02/01	Board of the Institute: minutes and papers	Nov 1989
IALS 23/02/02	Board of the Institute: agenda, minutes and papers	May, Nov 1990
IALS 23/02/03	Board of the Institute: agenda, minutes and papers	June, Nov 1991
IALS 23/02/04	Board of the Institute: agenda, minutes and papers	May 1992
IALS 23/02/05	Board of the Institute: agenda, minutes and papers	Nov 1992
IALS 23/02/06	Board of the Institute: agenda, minutes and papers	May, Nov 1993
IALS 23/02/07	Board of the Institute: agenda, minutes and papers	May, Nov 1994
IALS 23/02/08	Board of the Institute: agenda, minutes and papers	May, Nov 1995
IALS 23/02/09	Board of the Institute: agenda, minutes and papers	May, Nov 1996
IALS 23/02/10	Board of the Institute: agenda, minutes and papers	May 1997
IALS 23/02/11	Board of the Institute: agenda, minutes and papers [Board of the Institute: agenda, minutes and papers WANTING]	Nov 1997 [1998]

Reference	Title	Dates
IALS 23/02/12	Board of the Institute: agenda, minutes and papers	May 1999
IALS 23/02/13	Board of the Institute: correspondence re membership. Contains personal data: CLOSED until 2070	1990-1994

IALS 23/03 Advisory Council

Extent and form: 1 folder

Administrative history: the Advisory Council replaced the Board of the Institute in 1989.

Terms of reference: the Council acts as a sounding board for the Director by:

- Advising the Director on the institute's aims and objectives both nationally and internationally;
- Considering and advising the Director on strategic and operational plans for future development;
- Advising the Director on developments within the subject area and implications and opportunities that may arise for collaboration, research promotion and facilitation, how to improve impact, research and teaching and interdisciplinary working;
- Considering reports from the institute, and advising on any aspects of the institute's work;
- Advising the Dean, through the Chair on the appointment of the Director of the institute;
- Assisting the School with institute and other reviews as appropriate.

It meets twice a year, in May and November.

Access: open 20 years after last date on file. **Closed items are designated in red.**

Item list:

Reference	Title	Dates
IALS 23/03/01	Advisory Council: minutes and papers	Nov 1999; Jan 2000

IALS 23/04 General Purposes Sub-Committee: minutes and papers, 1947-1990

Extent and form: 2 boxes

Administrative history: the General Purposes Sub-Committee, established in 1947, quickly came to be the real decision-making body, the decisions of which were usually ratified by the Committee of Management though this was not invariably the case. The committee was abolished in 1990.

Access: open

Item list:

Reference	Title	Extent and form	Dates
IALS 23/04/01	General Purposes Sub-Committee: minute book	1 volume	1947-1967

Reference	Title	Extent and form	Dates
IALS 23/04/02	General Purposes Sub-Committee: minute book	1 volume	1967-1974
IALS 23/04/03	General Purposes Sub-committee: agenda, minutes and papers	1 folder	Nov 1974 – Nov 1979
IALS 23/04/04	General Purposes Sub-committee: agenda, minutes and papers	1 folder	Nov 1980 – Nov 1984
IALS 23/04/05	General Purposes Sub-committee: agenda, minutes and papers	1 folder	Nov 1985- 7 Nov 1986
IALS 23/04/06	General Purposes Sub-committee: agenda, minutes and papers	1 folder	Feb – Sept 1987
IALS 23/04/07	General Purposes Sub-committee: agenda, minutes and papers	1 folder	Nov 1987-May 1988
IALS 24/04/08	General Purposes Sub-committee: agenda, minutes and papers	1 folder	Nov 1988 – May 1990
IALS 24/04/09	“General Purposes Sub-committee – membership” summary file 1974-1987	1 folder	1974-1987

IALS 23/05 Library Sub-Committee/Library Committee: minutes and papers, 1947-2005

Extent and form: 6 volumes

Administrative history: established in 1947 as a sub-committee of the Committee of Management, the Library Sub-committee’s role was primarily advisory, not decision making. It’s current Terms of Reference are to advise the Director and the Advisory Council on all matters relating to the requirements of, and policy to be followed in the Institute’s Library, both in view of the needs of the Institute as a centre for legal research and study and in relation to the resources of other libraries.

Membership comprises one representative of each University of London law schools, three co-opted members representing non-University of London law schools, two co-opted representatives of professional users, one co-opted representative of the British Library, one representative of student users and the Director and Librarian of the Institute as *ex officio* members.

Now called the [IALS Library Committee](#), it is an on-going committee of the Institute and meets twice a year, in March/April and October.

Related material: a file “Library Policy”, containing draft policy statements, background papers and Library Committee minutes from 1947-1984 is at IALS 03/10.

Access: open 20 years after last date on file. **Closed items are designated in red.**

Item list:

Reference	Title	Extent and form	Dates
IALS 23/05/01	Library Sub-Committee: minute book	1 volume	1947/48-1973/74
IALS 23/05/02	Library Sub-Committee: minute book	1 volume	1974/75-1986/87
IALS 23/05/03	Library Sub-Committee: minute book	1 volume	1987/88-1988/89
IALS 23/05/04	Library Sub-Committee: minute book	1 volume	1989/90-1994/95
IALS 23/05/05	Library Sub-Committee: minute book	1 volume	1995/96-1999/2000
IALS 23/05/06	Library Sub-Committee: minute book CLOSED until 2026	1 volume	2000/01-2004/05
IALS 23/05/07	Library Sub-Committee: membership file	1 folder	1957-1985

IALS 23/06 Policy Review Sub-Committee: minutes and papers, 1985-1986

Extent and format: 3 folders

Administrative history: the Policy Review [Sub-]Committee was appointed by resolution of the Institute's Committee of Management in May 1985 "to consider how the Institute should best respond to circumstances of ever increasing financial stringency" (Memo May 19 1986 in Librarian's file IALS acc no 2001/11/12 no.2). It appears to have been disbanded following publication of its report in May 1986.

Access: open

Item list:

Reference	Title	Dates
IALS 23/06/01	Policy Review Sub-committee agenda, minutes and papers	Dec 1985 - Apr 1986
IALS 23/06/02	Background papers of the Committee collected by the Librarian/Secretary	1986
IALS 23/06/03	Report of the Sub-committee on May 1986, including comments and next steps	May – June 1986

IALS 23/07 Research Committee: minutes and papers, 1991-2000

Extent and format: 13 folders (2 archive boxes)

Administrative history: the **Research Committee** was established as a standing committee of the Board of the Institute under clause 2 (h) of the new constitution of the Institute in 1990. It held its first meeting in February 1991. It is an on-going committee of the Institute and meets twice a year, in March and October.

Terms of reference: the Research Committee now reports to the Institute's Advisory Council and has responsibility for the following business, on behalf of the Advisory Council:

- To select and appoint Visiting Research Fellows from applications submitted to the Committee.
- To approve the selection of Associate Research Fellows and Senior Associate Research Fellows of the Institute.
- To Receive: Minutes from the Inns of Court Judicial Fellow Selection Committee.
- To select the topic of the Annual WG Hart Workshop from proposals submitted annually.

Access: open 20 years after last date on file. **Closed items are designated in red. Files containing personal data (c.v.s) are closed for 75 years.**

Item list:

Reference	Title	Dates
IALS 23/07/01	Research Committee agenda, minutes and papers for meeting 19 Feb 1991	1991
IALS 23/07/02	Research Committee agenda, minutes and papers for meeting 5 Feb 1992	1992
IALS 23/07/03	Research Committee agenda, minutes and papers for meeting 1 Mar 1993. Contains personal data – CLOSED until 2069	1993
IALS 23/07/04	Research Committee agenda, minutes and papers for meeting 20 Oct 1993. Contains personal data – CLOSED until 2069	1993
IAS 23/07/05	Research Committee agenda, minutes and papers for meeting 21 Feb 1994	1994
IALS 23/07/06	Research Committee agenda, minutes and papers for meeting 24 Oct 1994	1994
IALS 23/07/07	Research Committee agenda for meeting 20 Feb 1995. Minutes available in next item	1995
IALS 23/07/08	Research Committee agenda, minutes and papers for meeting 23 Oct 1995	1995
IALS 23/07/09	Research Committee agenda, minutes and papers for meeting 19 Feb 1996. Contains personal data – CLOSED until 2072 [No meeting held in October 1996]	1996
IALS 23/07/10	Research Committee agenda, minutes and papers for meeting 25 Feb 1997. Contains personal data – CLOSED until 2073	1997
IALS 23/07/11	Research Committee: agenda, minutes and papers for meeting 20 Oct 1997 [Research Committee: agenda, minutes and papers for meeting 3 March 1998 WANTING. Minutes available in next item]	1997

Reference	Title	Dates
IALS 23/07/12	Research Committee: agenda, minutes and papers for meeting 22 Feb 1999. Contains personal data – CLOSED until 2075	1999
	[Research Committee: agenda, minutes and papers for meeting 18 Oct 1999 WANTING. Minutes available in next item]	
IALS 23/07/13	Research Committee: agenda, minutes and papers for meeting 29 Feb 2000. Contains personal data – CLOSED until 2076	2000

IALS 23/08 Resources Policy Committee: agenda, minutes and papers, 1991-1997

Extent and format: 1 folder

Administrative history: the [Resources Policy Committee](#) was established at the request of the Heads of London Law Schools to consider and report on resource and financial policies with a view to promoting cooperation between the Institute and the Schools of the University where law was taught. It first met on 15 November 1991 and is an on-going committee of the Institute. The main business of the Committee, which is made up of the Director of the Institute, the Librarian and the Heads of the London Law Schools, is to agree the contributions by the schools in respect of services provided by the Institute Library for postgraduate taught course law students. It meets twice a year, in March and October.

Terms of reference: to advise the Director and the Advisory Council on resource and financial policies with a view to promoting co-operation between the Institute and the schools of the University where law is taught.

Access: open

Item list:

Reference	Title	Dates
IALS 23/08/01	Resources Policy Committee: minutes and some agenda and papers, Nov 1991 (first meeting), May 1992, June 1992, Mar 1995, Mar 1996, Mar 1997, with some of the Director's correspondence	1990-1997

IALS 24: IALS Promotional material and artefacts, c.2022

Extent and medium: 2 notices

Administrative history: material generated in the course of IALS promotional activities.

Scope and contents: publicity notices and further material.

Access: open

Item list:

Reference	Title	Dates
IALS 24/01/01	University of London notices advertising the sale of honey made by bees kept at IALS	c.2022

IALS 25: Registers of persons admitted to the Institute, 1948-1989

Extent and medium: 5 volumes (1 archive box)

Scope and contents: the volumes contain name, date, course. Some volumes include nationality and library registration number.

Access: open 20 other than the first volume which includes private addresses. **Closed volumes are designated in red.**

Item list:

Reference	Title	Dates
IALS 25/01	Register of persons admitted to the Institute. CLOSED until 2037 – includes personal data	June 1948 – Sept 1961
IALS 25/02	Register of persons admitted to the Institute.	Sept 1961- Oct 1969
IALS 25/03	Register of persons admitted to the Institute.	1969-1979
IALS 25/04	Register of persons admitted to the Institute	1979-1980
IALS 25/05	Register of persons admitted to the Institute	1986/87-1988/89

IALS 26: International and Professional Training Unit (IPTU): records, 1988-1996

Extent and format: 20 boxes of paper records and 2 video recordings (3.5 metres)

Administrative note: the International and Professional Training Unit (IPTU), aimed at furthering the education of professional lawyers around the world, was active from c.1988- c.1997. Training programmes run by the Law and Development Forum (LDP), the Middle East Legal Practitioners Forum (MELPF), the cross-cultural Continuing Legal Education (CLE) and the Commonwealth Young Lawyers Course (CYLC) were managed by Hilary Lewis-Ruttley under the IPTU umbrella. Several fellowship programmes were also administered by the IPTU, including the Nuffield fellowship, British Council fellowships and the Temple Bar Foundation scholarship.

Biographical note: Hilary Lewis Ruttley (b.1956) was born in Hong Kong. She is a graduate in Law and Anthropology from SOAS and is a Barrister (Inner Temple, 1980). She was Joint Director of Studies at the IPTU at IALS and also the Co-ordinator of academic and practitioner groups based at IALS, including the Legal Skills Research Group (LSRG), for the records of which see IALS 21.

Scope and content: the material comprises the administrative records and course materials of the various programmes managed by Hilary Lewis Ruttley and Juliet Fussell, IPTU secretary.

Archival history: the records were passed to the Archives by Jules Winterton in 1999. They were in no particular order and without any file lists or clear classification. In 2023 they were catalogued by course programme in roughly chronological order.

IALS 26/01 Law and Development Programme (LDP): Papers, 1988-1997

Extent and format: 8 boxes

Administrative history: the LDP was established to provide an international centre for interdisciplinary research, professional training, study and information on law and development.

Aims: the aim of the LDP was to establish an international centre for training, research and information on legal issues arising out of relations with developing countries. Training courses included: the Commonwealth Young Lawyers Course, the Law and Development Forum and the Middle East Practitioners Group. The programme and courses were managed by the IPTU.

Scope and content: the items below comprise the papers of Hilary Lewis Ruttley and Juliet Fussell, transferred to the Archives at various times in 1999 and in no particular order. Original file titles, where they exist, are included in inverted commas.

Arrangement: roughly chronological.

Item list:

Reference	Title	Dates
IALS 26/01/01 Parts 1-3	Papers relating to the creation of the Law and Development Programme at IALS. Includes proposals for the Commonwealth Young Lawyers Course and an Anglo-Japanese group on Law and Development Part 3 CLOSED until 2063– contains HLR's cv	1988-1993
IALS 26/01/02	Papers re the establishment of the Law and development programme, the LDP Board, funding applications and creation of a CLE unit at IALS	1988-1996
IALS 26/01/03	Papers relating to the annual Law and Development forum as part of the LDP	1990-1992
IALS 26/01/04	"LDP training": papers relating to the expansion of LDP training programme	1990-1993
IALS 26/01/05 pts 1-2	"Middle East Legal Practitioners' Forum"	1990-1993
IALS 26/01/06	"Central and Eastern Europe incl USSR": papers re proposed training for lawyers from Central and Eastern Europe	1990-1991
IALS 26/01/07	"China". Includes arrangements for visit of Chinese legal education delegation and re a joint 5 year programme to train Chinese judges	1991-1997
IALS 26/01/08	Proposals for and notes re creation of British-Polish Legal Association Induction course, 27 & 28 April and 7 May 1992	1992-1995

Reference	Title	Dates
IALS 26/01/09 Pts 1-2	Judicial studies programme, Poland; course outline 26-28 Aug 1992 and 9-21 Sept 1992	1992
IALS 26/01/10	Judicial studies course, Commonwealth and Asian judges	1992-199
IALS 26/01/11	Negotiating and advising skills in international contracts – practical legal skills 29 April – May 1992	1992
IALS 26/01/12	Dispute Resolution in International Contracts – Practical Legal Skills course 15-16 June 1992	1992
IALS 26/01/13	Legal Training Skills for Lawyers April 1992 – June 1993: course details	1992-1993
IALS 26/01/14	Legal Training Skills for Lawyers: Negotiating and Advising Skills in International Contracts 18-19 Feb 1993: course details	1993
IALS 26/01/15	Legal Training Skills for Lawyers” Dispute Resolution Skills in International Contracts 20 Apr 1993 & 29-30 Apr 1993: course details	1993
IALS 26/01/16	Legal Training Skills for Lawyers: course papers, 21-22 June 1993 see also pt 2 in 1997	1993
IALS 26/01/17	Joint SOAS & IALS (LDP) conference: commercial law in the Middle East, 23-25 June 1993 – papers	1993
IALS 26/01/18	“European Young Lawyers Course” 1993: proposal re course for Central and Eastern Europe lawyers	1993
IALS 26/01/19	“Central and Eastern Europe”: discussions re training of Central and Eastern Europe lawyers	1994-1997
IALS 26/01/20	“Slovenia” [training project ongoing] Poland and Hungary: Assistance for Restructuring their Economies (PHARE) programme. PHARE programme: Slovenia/EU seminars joint courses IALS/BFL Phare, Ljubljana, including tender, proposal and contract	1994
IALS 26/01/21	“Slovenia” Ljubljana Oct 1994-1995 PHARES course outline and timetables 6-8 Oct 1994 and Jan 26-27 1995	1994-1995
IALS 26/01/22 Parts 1-2	Poland and Hungary: Assistance for Restructuring their Economies (PHARE) programme: papers re Slovenia/EU seminars/joint courses IALS/BFL Phare, Ljubjuana – course papers, courses 6-8 Oct 1994 and 16-17 Feb 1995	1994-1996
IALS 26/01/23	PHARE programme: “Slovenia 1995-” training for judges, Ljubljana 15-16 Apr 1996 1995-6	1995-1996

Reference	Title	Dates
IALS 26/01/24	“Alternative approaches to the civil litigation process” – CLE programme by IALS on behalf of the South Carolina Bar, 25-27 Apr 1994: course papers and admin	1994-1995
IALS 26/01/25	Dispute Resolution Skills in international contracts – practical legal skills, 16-17 Feb 1994	1994
IALS 26/01/26	Negotiating and advising skills in international contracts – practical legal skills, 8-10 June 1994	1994
IALS 26/01/27	Legal training skills for lawyers, 5-6 July 1995: syllabus, sessions, course outlines	1995
IALS 26/01/28	“Thai judges” legal English language training courses Sept 1995 & June - Aug 1996	1995-1997
IALS 26/01/29	Dispute resolution skills in international contracts, 3-4 Apr 1995: syllabus, sessions	1995
IALS 26/01/30	Negotiating and advising skills in international contracts, 3-5 May 1995: syllabus, sessions	1995
IALS 26/01/31	Negotiating and advertising skills in international contracts, 16-17 Apr 1996: course details and papers	1996
IALS 26/01/32	Dispute resolution skills in international contracts, 13 & 14 May 1996: course details and papers	1996
IALS 26/01/33	System for criminal justice programme for young Turkish lawyers June 1996 sponsored by the British Council	1996
IALS 26/01/34	Joint Seminar in Turkey with British Council for Turkish Young Lawyers 14-18 July 1997	1997
IALS 26/01/35	Negotiating and advertising skills in international contracts 17 – 18 March 1997: course papers	1997
IALS 26/01/36	Dispute resolution skills in international contracts 24 & 25 March 1997: course papers	1997
IALS 26/01/37	English for Lawyers 17-21 Mar 1997 Communicaid English & IALS	1997
IALS 26/01/38	Negotiating in the European Union 16-20 June 1997 – know how fund regional training course pt 1 Course papers	1997
IALS 26/01/39	Negotiating with the European Union 24-28 Nov 1997 – know how fund regional training course pt 2	1997

IALS 26/02: The Commonwealth Young Lawyers Course (CYLC) - papers, 1990-1994

Extent and format: 4 boxes

Administrative history: the Commonwealth Young Lawyers Course (CYLC) was initially run by the CLEA and was targeted at developing Commonwealth countries, excluding Australia, Canada and New Zealand. The first CYLC ran from Jan – June 1990. It was run by London University, initially by IALS, SOAS and UCL. UCL then withdrew and the course was run jointly by IALS and SOAS and sponsored by the British Council. Hilary Lewis-Ruttley was the IALS Course Director from 1990-1997.

Scope and contents: the material in this series comprises the course materials of Hilary Lewis Ruttley, Director of the IPTU's Commonwealth Young Lawyers Course (CYLC) and of Juliet Fussell, course secretary.

Arrangement: roughly chronological.

Access: open 20 years after last date on file other than files containing personal data, which are closed for 75 years. **Closed items are designated in red.**

Item list:

Reference	Title	Dates
IALS 26/02/01	File on continuing legal education in the Commonwealth, including Commonwealth skills training programme for lawyers; proposed Legislative Drafting Centre; Kenya Judicial Studies Programme	1990-1995
IALS 26/02/02	HLR's correspondence with British Council concerning CYLC applicants. CLOSED until 2068	1990-1993
IALS 26/02/03	CYLC 1990: Negotiating and Advising in International Contracts, June 1990; course papers and list of attendees	1990
IALS 26/02/04	CYLC 1990: The Lawyer's Role in the Settlement of International Commercial Contracts, 30 Apr – 1 May 1990; course papers	1990
IALS 26/02/05	CYLC 1991: Negotiating and Advising in International Contracts, June 1991; course papers and list of attendees	1991
IALS 26/02/06	CYLC 1991: Dispute Settlement Skills in International Commercial Contracts May 1991: course papers	1991
IALS 26/02/07	Legal training skills for lawyers: training for Commonwealth lawyers, 27-28 April 1992	1992
IALS 26/02/08	Commonwealth young lawyers course Jan - Feb 1993: Introduction and Academic Phase course papers	1993
IALS 26/02/09	File: "CYLC general 1993". CYLC sample certificate, list of participants Includes photos. CLOSED until 2068	1993
IALS 26/02/10	Commonwealth young lawyers course Jan/Feb 1994: introduction and teaching programme	1994

Reference	Title	Dates
IALS 26/02/11	"CYLC general 1994" Includes list of addresses of trainees and photos 1990-1995. CLOSED until 2069	1990-1994
IALS 26/02/12	CYLC 1995 general course outlines for 1995 (Jan – July) including presentations, receptions, placements, participants by country and directory of addresses. CLOSED until 2070	1995
IALS 26/02/13	Commonwealth young lawyers course: teaching phase pt 1 Jan 9-19 1995	1995
IALS 26/02/14	Commonwealth young lawyers course: teaching phase pt 2 Jan 20-Feb 17 1995	1995
IALS 26/02/15 Parts 1-2	1996 Commonwealth young lawyers course Feb-March 1996: teaching phase binder 1 & 2 . Programme and course materials weeks 1-2, 3-6	1996
IALS 26/02/16	CYLC 1996 Legal Training skills for lawyers for Commonwealth Young Lawyers and Turkish Young Lawyers 24 June 1996	1996
IALS 26/02/17	CYLC - IPTU & British Council sponsored "IALS and SOAS legal practice training programme, Tanzania" 1997 Personal data - CVs CLOSED until 2072	1997

IALS 26/03 Nuffield Foundation Fellowship programme: Hilary Lewis-Ruttley's papers, 1993-1997

Extent and format: 3 boxes

Administrative background: the Nuffield Foundation Fellowship Scheme was intended to "strengthen the capacity of legal and judicial institutions in Commonwealth developing countries, in addressing current problems relating to law and the profession, in particular through indigenous designs for law reform and continuing legal education (CLE)" (see pamphlet in IALS 26/03/01). The programme formed part of the IALS's law reform and initiatives in professional legal education and was co-ordinated by the IPTU. The first Nuffield programme took place at IALS in 1994 and ran until 1997.

From 1996-97 IALS provided mixed research/training fellowships into law reform and initiatives in professional legal education, also sponsored by the Nuffield Foundation and the British Council and running in tandem with the Nuffield Foundation Scheme.

Scope and content: the material below comprises Hilary Lewis-Ruttley's and Juliet Fussell's papers relating to the Nuffield Foundation Fellowship Programme and the mixed research fellowships from 1994-1997.

Item list:

Reference	Title	Dates
IALS 26/03/01	Nuffield Fellowship 1994: proposal, descriptive pamphlet, background papers, form letters, programmes, list of Nuffield Fellows	1993-1994
IALS 26/03/02	Nuffield Fellowship 1994: shortlisted applicants, application forms and research project titles and summaries (successful candidates), evaluation reports and related papers PERSONAL DATA	1993-1994
IALS 26/03/03	Nuffield Fellowship 1994: Training for Judicial Trainers, 23-24 Feb and 3 Mar 1994 - programme papers	1994
IALS 26/03/04	Nuffield Fellowship 1994: presentations by Nuffield Fellows with synopses	1994
IALS 26/03/05 Parts 1-3	Nuffield Fellows' final proposals (originals): <ul style="list-style-type: none"> • Spring Yuen Ching FUNG and Anthony WATSON-BROWN, <i>The Template – a Guide for the Analysis of Complex Legislation</i> • S B Domah, <i>Towards a Renewed Breed of Judicial Administrators in Mauritius for a Renewed Set-up in a New Era</i> • Md Nizamul Huq Nasim and Md Moazzam Husain, <i>Comparative Study of Mechanisms for the Protection of Human Rights, with a Particular Focus on the right to Personal Liberty, the Right to Freedom from Arbitrary Arrest and Detention and the Right to Freedom from Torture</i> • Dr Sonia L Richards, <i>Reform in the Magistrates' Courts in Barbados</i> 	1994
IALS 26/03/06	Nuffield Fellowship 1995: background papers, form letters, programmes, shortlisted applicants, itinerary. Contains personal data – CLOSED until 2060	1994-1995
IALS 26/03/07	Nuffield Fellowship 1995: shortlisted applicants, application papers and proposals (successful only) and related papers. Contains personal data – CLOSED until 2060	1995

Reference	Title	Dates
IALS 26/03/08 Parts 1-2	<p>Nuffield Fellows' final proposals (originals)and synopses:</p> <ul style="list-style-type: none"> • Anita M H Ababio, <i>The Impact of the constitutional Provisions on the Customary Disabilities of Women in Ghana; report on the Abolition of Ritual Slavery, Forced Labour and other related Practices</i> • Sarah Banenya, <i>Matrimonial Property from the Human Rights and Law reform Perspectives: which Way Uganda</i> • S M A Segopolo, <i>Reforming the Copyright Law in Botswana: some thoughts from the Future</i> (synopsis only) • Jacob Shayo, <i>Review of Witchcraft: Social, Cultural and Scientific Aspects – Law Reform Proposals for Tanzania</i> (synopsis only) 	1995
IALS 26/03/09	“Nuffield Fellowships general” 1996-1997 pamphlet, background papers, form letters, programmes, shortlisted applicants	1996-1997
IALS 26/03/10	<p>Nuffield Fellowship1996: Fellows' completed project papers:</p> <ul style="list-style-type: none"> • Mahinda Ambahera, <i>The Takeovers and Mergers Code of Sri Lanka: A Proposal for Administration and Enforcement</i> • Saleem Marsoof, <i>The Pipe-Dreams and Nightmares of the Sri Lanka Company Takeover Code</i> • Nassim Mohammed, <i>Reform of the Law relating to Charities in Trinidad and Tobago</i> • Nike Olafimihan, <i>Removing the Obstacles to the Enforcement of Environmental Legislation in Nigeria</i> • Omoranike Tejan-Cole, <i>Developing Environment Law in Sierra Leone: Proposals for the Reform of Wildlife and Water Legislation</i> 	1996
IALS 26/03/11	Nuffield mixed research and IALS training fellowships: list of Fellows, programme, mentors, application forms, proposals, presentations. Contains personal data – CLOSED until 2062	1997
IALS 26/03/12	Nuffield Mixed Research/Training Fellowships - Implementation seminar 22 Apr 1997	1997

Reference	Title	Dates
IALS 26/03/13 Parts 1-3	<p>“Nuffield 1997”. Nuffield Fellowship 1997: Fellows’ completed project papers:</p> <ul style="list-style-type: none"> • Nkamo Mokokongwa-Diswai, <i>Financial Institutions – are they the last Option in combating money-laundering Botswana?</i> • Nthathi Mokitimo, <i>Alternatives to Prison – can they work in Lesotho</i> • Peter Sakoane (Lesotho), <i>Victims’ Rights versus Offenders’ Rights: towards a Balance in the Criminal Justice System</i> • Ngassa Dindi, <i>A Research report on Corporate Insolvency Law reform in Tanzania</i> • Karen Tesheira (Trinidad), <i>A Compulsory refresher Course for the Probate Practitioner – towards reform in the Law of Succession (Wanting)</i> • Don Washington Ruhukwa, <i>Intellectual Property Rights and the Legal Implications for Zimbabwe of the Agreement on Trade Related aspects of Intellectual Property Rights (TRIPS) arising from the conclusion of the Uruguay Round of Multilateral Trade Negotiations</i> • Etienne Sinatambou, <i>Integration in the Law-Making Process relating to water pollution control in Mauritius</i> • Johan van den Berg, <i>Environmental Mediation</i> 	1997

IALS 26/04 IPTU Temple Bar Foundation scholarship papers, 1994-1997

Extent and format: 1 box

Administrative history: the Temple Bar Foundation scholarship programme was established in 1993 to strengthen professional links and the exchange of ideas and services between members of the American and English Bars. It was sponsored by the Temple Bar Foundation and co-ordinated by the IPTU at IALS. The programme was discontinued in 1996. The papers below were created by Juliet Fussell.

Item list:

Reference	Title	Dates
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IALS 26/04/01	Temple Bar Foundation Scholarship Programme 20 Sept 1994 – course materials	1994
IALS 26/04/02	Temple Bar Foundation Scholarship Programme 2-27 oct 1995 - course materials	1995
IALS 26/04/03	Temple Bar Foundation Scholarship Programme 30 Sept – 25 oct 1996 - course materials	1996
IALS 26/04/04	“Temple Bar Foundation”. List of scholars, including Cvs personal data, presentations, admin	1996-1997

IALS 26/05 British Council Fellowships

Extent and format:

Administrative history: the British Council funded a number of judicial training courses for judges from overseas in 1996. The course was run by the IPTU.

Item list: 2 boxes

Reference	Title	Dates
IALS 26/05/01	IPTU “British Council fellowship Ricardo Pereira 1996” Judicial administration course including course materials and c.v. Includes personal data: CLOSED until 2062	1996
IALS 26/05/02	IPTU “British Council Nepal Mr Timalsena 1996”. Judicial administration course papers including course materials and c.v. Includes personal data: CLOSED until 2062	1996

IALS 26/06 Hilary Lewis-Ruttley’s personal papers relating to programmes and conferences in which she participated, 1990-1996

Extent and format: 3 boxes

Scope and content: HLR was a member of numerous organizations and contributed to a number of programs and conferences in a quasi-private capacity; the items below comprise her papers.

Item list:

Reference	Title	Dates
IALS 26/06/01	HLR’s paper “Continuing Legal Education” for 4th seminar for officers of developing Bar Associations and Law Societies, 16-18 Sept 1990, New York	1990
IALS 26/06/02 Pt 1	HLR’s papers as a member of the CLEA and the Editorial Board of the Commonwealth Lawyers’ Association, plus attendance at the 10 th Commonwealth Law Conference in Cyprus, 1992-6	1991-1992

Reference	Title	Dates
IALS 26/06/02 Pt 2	“Binder2 Commonwealth Lawyers Association” 1992-7. HLR was a director of the CYLA and also on the Commonwealth Editorial Board. This includes a CYLA conference at which she spoke as Director of the IPTU. Also papers re her work as a member of the CLEA Advisory Panel.	1992-1996
IALS 26/06/03	“Binder I Africa CLE network; HLR’s papers re Commonwealth law reporting; ODA/human rights NGOs”	1991-1992
IALS 26/06/04	HLR’s papers re the John Marshall Harlan Seminar papers, July 19-28 1993 and 16-27 July 1995. The seminars, sponsored by the Judiciary Leadership Development Council and held at IALS, brought Federal and State judges from the USA to the UK to stimulate discussion of Anglo-American, international and European community legal issues.	1993-1994
IALS 26/06/05	“Discipline network in law” 1995-7 general transferable skills in law curriculum. HLR won a tender with the University of Leeds Faculty of Law for this project. 2 workshops, one at IALS and one at Leeds, Jan and Feb 1997	1995-1997
IALS 26/06/06	“Future of legal services and ADR; Family law procedure”: training skills analysis seminar for family lawyers. HLR and Avrom Sherr won a tender with the Law Society to run a seminar on this topic. Includes some papers on arbitration and mediation.	1995
IALS 26/06/07 pts 1-2	HLR’s papers on a seminar on alternative dispute resolution and arbitration in family disputes, 5-7 July 1996. “Arbitration in family disputes, 1996”. HLR was a member of the teaching panel. Was managed by the Institute of Family Mediation and Arbitration	1996
IALS 26/06/08	“Human rights; law and development NGOs 1994” HLR was a member of the Human Rights and Development Forum; includes minutes and a handwritten paper by HLR	1996
IALS 26/06/09	“Human rights training” 1994-7. Seminar for MA students given by HLR, 3-17 Oct 1996	1996
IALS 26/06/10	International Development Law Institute (Rome) “IALS/IDLI; Friends of IDLI; conference and dinner at IALS 1996. HLR was a member of IDLI	1996
IALS 26/06/11	HLR’s papers re visit to IALS of Judge Jan Svak of Slovakia, 1996-7. C.v. – personal data. Arranged by J Fussell. CLOSED until 2071	1996