

# **Foreign Law Guide (FLAG): Final Report July 2002**

## *Lead institution*

**Institute of Advanced Legal Studies, School of Advanced Study, University of London (represented by Jules Winterton, Librarian and Deputy Director)**

## *Project Partners (in alphabetical order)*

**Bodleian Law Library, University of Oxford (Barbara Tearle)**

**British Library (Jennie Grimshaw)**

**Library, School of Oriental and African Studies, University of London (Helen Cordell)**

**Squire Law Library, University of Cambridge (David Wills)**

## *Project Manager*

**Dr. Peter Clinch**

## *Project web site and FLAG database*

**<http://ials.sas.ac.uk/flag.htm>**

## **1 Aims and objectives**

The FLAG project has aimed to:

- map the location of primary foreign, international and comparative legal materials in UK university and national libraries and so provide the foundation for the future development of a national strategy for collaborative collection management of these research materials;
- develop a web tool which contains a searchable inventory of collections by jurisdiction, form of literature (legislation, law reports, digests, etc), subject where relevant, with a quantitative indication of strength at a range of libraries;
- learn from academics and researchers throughout the UK what are their present needs for primary foreign legal materials and the desirable characteristics a web tool should possess;
- consider the results of existing research into standards for collection description and explore the methodology to link collection-level metadata to individual title information.

All the aims and objectives have been met within the time period of the project.

## **2 Deliverables**

There are two main deliverables:

- the FLAG web database describes collections of primary foreign, international and comparative law in 57 UK libraries (including the British Library, Advocates' Library (National Library of Scotland) and the National Library of Wales and all the major law teaching and research universities in the United Kingdom). The database comprises over 12,000 detailed records describing individual collections. In June 2002 the FLAG

Project Manager was presented with the Wallace Breem Memorial Award 2002 by the British and Irish Association of Law Librarians ‘in recognition of the excellent quality of this internet research aid and unique information source’.

- a report of the survey into the research needs for primary foreign, international and comparative legal materials conducted amongst over 100 academic lawyers and law librarians (a copy of the research report is at the project internet site). The survey has provided information on the countries of interest to foreign law researchers and thus a template for use in the future development of a collaborative collection development strategy.

The deliverables do not differ from those outlined in the original proposal.

### **3 Collaboration**

Collaboration was on two levels:

- the project was formulated by a partnership of the four major academic law libraries having collections of foreign, international and comparative law and the British Library (see head of this report). Representatives of these partners formed the Project Management Committee, which met on 8 occasions and steered the project. The project benefited from having representatives drawn from a variety of library organisations. These institutions were the first phase of libraries to be visited by the Project Manager and about which records were created. It is largely thanks to their shared commitment to the development of a national policy on collection development that the project has succeeded;
- during the second phase of the project 52 libraries were visited, a few over several days, and their collections appraised. Staff at these libraries co-operated freely with the Project Manager and, because all data collection and appraisal was undertaken by him, the drain on the time and resources of contributing libraries was kept to a minimum and much appreciated by them.

The level and extent of collaboration achieved between institutions is the same as set out in the original proposal. The project was based in the lead institution, the Institute of Advanced Legal Studies, University of London, with a single member of staff. FLAG has not experienced the working difficulties of other, larger projects, which had project staff scattered across a number of institutions. A particular advantage to the project was that the Institute had experience in using web publisher software for one of its own databases. This gave FLAG a firm platform of IT expertise upon which to work.

The benefits to contributing libraries of the project manager undertaking all data collection and appraisal, as opposed to contributing libraries completing survey forms or appraising their own collections, have been two fold: a welcome minimisation of the burden of work on contributing libraries and greater consistency in the data

collected. Further aspects of collaboration are dealt with under sections 9 and 10 below.

#### **4 Methodology**

The boundaries of the project were defined in two ways: it was restricted in the coverage of 'jurisdictions' and types of legal material. First, it was restricted to dealing with collections of law made by **countries outside the UK** and collections of law made by **international organisations**, excluding the European Union. Second, it was restricted to mapping collections of **primary law**, that is, the law itself, made by parliaments and the courts. It excluded all materials providing commentary or opinion on the law, as found in textbooks and journals.

It is difficult to draw boundaries to law. Politics and history, for example, merge into the subject at several points. It was decided to include in the database information about collections of parliamentary debates which lawyers occasionally use to ascertain the intentions of legislators. This decision should increase the value of the database not just to lawyers but also for political scientists and historians.

##### **4.1 Survey of research needs**

The survey of research needs was conducted using two channels concurrently. First, the members of the two professional associations of law teachers in the UK were contacted. For one association, an alert was placed in their e-mail newsletter pointing members to the survey questionnaire on the project web site. The other professional association carried an alert in its conventionally published newsletter. Second, the same questionnaire survey was sent by surface post to 116 named librarians responsible for law in university libraries in the UK. Responses were received from 72 academics and researchers and 39 law librarians.

##### **4.2 Data collection methodology**

During the first 18 months of the project the collections of the five partner libraries were each appraised in person by the Project Manager. Publications and microforms were inspected at the shelves, wherever possible. Library catalogues usually do not contain the type and level of detail about law publications felt necessary for the FLAG database, e.g. the precise nature of the law content (digest, citator, index, original legislation or delegated legislation), language and status as an official publication. This 'at the shelf' method was found to be the best later in the project since, at a number of institutions, there were instances where parts of research collections were not catalogued or listed and often placed in remote stores and so 'invisible' to library users.

During visits to the project partner institutions, it became apparent that there were important foreign law collections held in non-law libraries at both Oxford and Cambridge. These libraries covered Commonwealth, Indian and Arabic studies as well as criminology and official publications in general. As a result, instead of surveying just 5 libraries in the first 18 months of the project, 12 site libraries were visited and appraised.

Data about a particular publication title was written onto a specially designed pro-forma, data collection check sheet. At a later time, entries about individual titles were amalgamated to create a collection description. This was entered into an MS Access

database employing 31 fields, 22 derived from the RSLP Collection Description Tool (<http://www.ukoln.ac.uk/metadata/rsdp/tool/>) and 9 devised solely for the FLAG project. The additional fields were added because of the known and expressed needs of potential users of the database. They are the continent (e.g. North America) to which the law relates, separate fields for the name of the country (e.g. United States), name of the state or province within a country (e.g. Texas) and a separate field for the title of any international organisation involved (e.g. United Nations). After initial testing with just a handful of records it was decided to include a field giving the shelf mark for the materials described, since the components of a collection could be scattered across the shelves, floors and various buildings and stores which comprise a library. In addition, information not given as separate, searchable fields in the RSLP Tool was collected: about the town, county and region of the libraries appraised.

Generally speaking subject headings were not employed as collections of legislation and court decisions for individual countries almost without exception covered the whole range of topics dealt with by Parliaments or the courts. However, subject headings were used to identify collections of international or comparative law, where discrete collections of treaties or international tribunal reports covered a specific topic (e.g. environmental law). Entries were subject indexed using a specialised Legal Thesaurus (Legal Information Resources Ltd), devised in the UK. Library of Congress subject headings were found to be too cumbersome and unworkable in FLAG, where simple yet accurate subject strings were required.

#### **4.3 Web database creation**

Data from the MS Access version was exported to MS Excel and then into a commercial, web database package: Inmagic's DB/Textworks and Web Publisher software, to produce the searchable database displayed on the project web site.

It was not clear in the early months of the project the extent of IT and other technical support that would be provided by RSLP and UKOLN. Once it was realised that none would be forthcoming, especially in making the RSLP Collection Description Tool downloadable as an active, searchable database component, the decision was taken to use MS Access and DB/Textworks. At this early stage, when projects were struggling to come to terms with methodology, a clearer indication, such as a 'statement of intent', of what RSLP and UKOLN were prepared to provide to projects, would have removed a great deal of uncertainty.

#### **4.4 Survey of libraries outside the project partners**

##### **4.4.1 Law and non-law libraries which contributed**

Prior to the final year of the project 116 libraries (114 academic, the Advocates' Library (National Library of Scotland) and the National Library of Wales) were asked to complete a brief postal questionnaire survey to provide information about the extent of their holdings of primary foreign, international and comparative law. 71 libraries (61%) responded. 29 libraries were selected for a visit, plus a further 10 that did not respond but were thought to have substantial collections.

However, as at Oxford and Cambridge, during visits it became clear that there were also substantial foreign law collections held in non-law libraries within some of the larger universities: Birmingham, Dundee, Durham, Edinburgh, Exeter and London. The collections covered Slavonic, East European, Russian, and Arabic law, as well as

energy, petroleum and mineral law and labour law. As a result, the completed database includes 57 separate libraries, comprising the 3 national libraries and 54 libraries within UK universities (1 of which is a private research collection built up by a leading expert in Russian law).

28 of the 57 libraries are based outside the South East and East Anglia. Whilst not one is in the same league for size of collection as those in the South East and East Anglia, a number possess unique collections such as Arabic law at Exeter University, Japanese law at Cardiff, Russian law at Birmingham, treaty collections at Nottingham and energy, petroleum and mineral law at Dundee. FLAG has uncovered major collections outside the London/Oxford/Cambridge triangle.

FLAG is a uniquely rich law database since it has collected data from at least seven non-law libraries, which even the most experienced foreign law researcher or librarian would not have been aware.

As a result of conducting the survey of libraries and the scheme of visits, there is confidence that the FLAG database includes all the major foreign, international and comparative collections of primary law in the UK. Apart from the three national libraries, the majority of the libraries that feature in the FLAG database are to be found in pre-1992 universities.

#### 4.4.2 Granularity of the information in FLAG

The FLAG Project is unlike most of the other Collection Management Projects in that the detail about each collection is extremely fine grain. This was foreseen in the project aims, and confirmed as an essential quality the database should possess in the results of the survey of research needs. Descriptions in the database are frequently at the level of an individual title, since lawyers' information needs are often at the level of particular sources, e.g. treaties, session laws, encyclopedias, etc. Yet, the database is not a traditional union catalogue of title holdings. It is a unique research tool, providing a wealth of additional information (the jurisdiction it covers, the precise nature of the contents, whether the item is an official publication and the language) to assist the user identify the specific material and location of holdings most appropriate to their needs.

#### 4.4.3 The challenge of the unknown: appraising the British Library

One of the most challenging aspects of the methodology was that the size of the collections was not known prior to a visit. Managing project time effectively became difficult. This was carried to the extreme at the British Library. The foreign law collection is split over a number of sites. No one on the staff of the BL has specific or sole responsibility for collection development for law. It is split amongst the language sections of the BL. The Science Policy Information Service (SPIS) has responsibility only for the delivery of legal information services. No one knew the precise extent of the primary law collections of foreign, international and comparative law. The Project Manager was denied access to the stores. Store collections are closed access and not arranged in subject order. These factors militated against effective and efficient data collection for FLAG. The collection could only be appraised by using the BL catalogues. The BL catalogues cannot be searched very effectively by subject and have been designed to be used for title searches for specific items. They also contain incomplete records of the holdings dates of serials and do not include the common

titles used by lawyers for certain publications, only the official ones. For example, the individual publications that make up some series of US court reports were catalogued under individual authors, and not the series title as a whole. To verify closure dates for serials and the contents of publications over 400 applications were made for publications to be brought from store.

Although appraisal of the collections at the British Library Document Supply Centre was included in the original project bid, it became apparent that to appraise its stock would be both time consuming and probably yield very weak holdings of foreign law. British Library staff from the Social Policy Information Service carried out a sample appraisal of a tiny part of the BLDSC holdings, on behalf of the FLAG project. The stock at BLDSC is in accession number order to facilitate retrieval of known items in response to ILL requests, for which purpose it works very well. However, it is not a very convenient scheme for those attempting to obtain a global view of a particular subject or tracing the foreign law of a particular country. Further, many of the runs extended over a very short time, since they had been purchased on demand and subscriptions dropped when no further requests were received. When compared with the substantial foreign law collections existing in traditional libraries, it was decided that the best use of project time and effort would be to not appraise BLDSC.

Work at the BL would not have been so successful without the help and commitment to FLAG of two BL staff: Jennie Grimshaw and Renata Bartoli. Jennie, a member of the Project Management Committee with valuable knowledge of the scattered BL collections in foreign law, guided the work undertaken by the project manager while at the BL. Renata, a linguist and temporary assistant, was employed by BL to support FLAG. She conscientiously researched the BL's law collections in foreign languages and compiled listings that have assisted both FLAG and later internal BL projects. Without their contributions the entries for the BL in FLAG would have been considerably fewer and poorer.

#### **4.5 Collection level to title links**

At an early stage the project considered the results of existing research into standards for collection description and explored the methodology to link collection-level metadata to individual title information. Given that the FLAG database software and the catalogues of contributing libraries create screens of information 'on the fly' in response to specific enquires, there appeared to be serious technical barriers to the development of a live link between FLAG results and specific entries in the catalogues of contributing libraries. Further, at a number of institutions the catalogue is either not available on the web or is an incomplete record of holdings, posing insurmountable problems for linkage. FLAG also considered whether a special titles (or union) database could be built as part of the FLAG project, but given the amount of work involved and the speed with which it would date, this approach was rejected. FLAG goes only so far as to link records describing a collection to the top level web pages and e-mail enquiry points (where available) of contributing libraries.

The creation of a union list of foreign, international and comparative law serials is desirable. It would do a quite different job compared with FLAG. In theory a link between the two would be helpful. The two concepts are compatible not exclusive.

## **5 Transferability**

### **5.1 To other subject areas**

Given the fine grain of the collection descriptions, it is likely that the principles and methodology of FLAG will be transferable only to other subject areas which possess a well-defined structure to their literature, and whose clientele demand information from specific sources.

FLAG has used the same metadata framework as other collection description projects and in this case is compatible with them. Incompatibility lies in the level of granularity and the terminology contained within the framework. The metadata framework has nothing to say about the level of description, for example, one collection description project might use a level of description and terminology which goes no deeper than 'Belgian law'. FLAG goes deeper to describe collections of the individual, constituent elements of Belgian legal literature: codes, statutes, session laws, court reports, indexes, citators, digests, encyclopedias etc.

The methodology developed for FLAG was freely provided to and taken up by the HEFCE funded CASE Project, based at the University of Leeds. The CASE Project (Law Library Collaboration in Yorkshire and Humberside) aims to enhance access to UK legal research materials and to increase collaboration through the development of a collection description database for UK law held in the region, on similar principles to FLAG.

Scottish law librarians have expressed an interest in obtaining a subset of the holdings of Scottish libraries noted on the FLAG database, to assist the development of a collection management strategy for Scotland.

### **5.2 To other parts of the world**

The FLAG methodology should be readily transferable to foreign law collections held in any country of the world (in fact, early in the project the methodology was successfully applied by non-project staff to a small portion of the foreign law collection held in a major law library in Germany). The FLAG Project acknowledges the work of the American Association of Law Libraries in the development of a Legal Genre Thesaurus, which employs American terminology, and which was adapted to the needs of the project. The terminology now used by FLAG to describe different types of legal material should be universally applicable.

Law librarians in the United States, Canada and Australia have shown interest in the project and its methodology, as a result of conference presentations and journal articles (see Appendix 1, below).

## **6 Publicity**

Several channels have been employed to publicise and promote the project. Details are given in Appendix 1.

The existence and free availability of FLAG were first broadcast to the library community through the JISC lis-law discussion list in January 2002. In April 2002 the promotion and publicity campaign were launched. The monthly number of page views of the project web site and the three FLAG search screens since 1<sup>st</sup> January 2002 is

given in Appendix 2. In May 2002 the top entry FLAG page was the second most frequently viewed top entry page on the Institute of Advanced Legal Studies web site and the 6<sup>th</sup> most requested page on the whole site.

## **7 Staffing**

Project Director: Jules Winterton, Deputy Director and Librarian, Institute of Advanced Legal Studies – responsible for overall direction of the project and chair of the Project Management Committee. Devoted less than 5% of time to the project.

Project Manager: Dr. Peter Clinch – employed 100% on the project.

Technical IT Support: Steven Whittle, Computing Services Librarian, Institute of Advanced Legal Studies. Devoted less than 10% of time to the project.

An outside consultant was used to design the MS Access database. A commercial company (Soutron Ltd) provided technical support for web publisher software.

## **8 Exit strategy**

The Institute of Advanced Legal Studies has agreed to retain the FLAG database and project information on its own web site. In the current re-structuring of senior posts at the Institute library, the job description for the Information Resources Manager includes responsibility for maintaining files for use in collection development work, including the FLAG database. Since contributing libraries have not had an opportunity to check or verify the entries in FLAG about their holdings, the first round of updating should focus both on this aspect as well as adding information about changes and new additions to stock since the collections were appraised originally. This may require a number of visits to individual libraries with extensive collections, to reduce the work burden on site staff and to ensure consistency of information collected. It is envisaged that this first round may take at least 8 weeks to complete. Later rounds will focus only on updating records and may require the equivalent of one month per year. These later rounds may be accomplished by means of a suitably devised postal questionnaire rather than site visits.

The project has explored a number of avenues, including commercial sponsorship, with a professional fund-raiser. Initial conclusions were that given the nature of the database and its relatively low level of appeal to the commercial world, sponsorship was unlikely to generate sufficient funds.

## **9 Achievements of the project**

All the project aims have been met and the FLAG database is proving a valuable component in foreign, international and comparative law resource finding. The database has won a national award and feedback by e-mail and face to face at conferences and presentations has been extremely positive.

FLAG has:

- Mapped foreign and international primary law resources in the UK, some of which will never be available in electronic format because a) they are not of recent



date, b) they were published in countries which have limited electronic resources and c) some are in English language paper versions as opposed to the native language used in many overseas electronic law web sites;

- Made users aware of law resources held in non-law libraries;
- Made users aware of important resources located outside the information rich triangle of Oxford, Cambridge and London;
- Made possible searching for collections by form of publication: legislation, court reports, treaties, citators etc. Conventional catalogues, cataloguing rules and Library of Congress Subject Headings do not accommodate this most frequent of search requests made by law users;
- Described collections in terms understood by lawyers and provided information which conventional catalogues lack: the precise nature of the legal content, whether the materials are official publications, the language;
- Brought together like legal materials in a single entry regardless of whether a particular library deals with them as monographs or serials;
- Enabled searching for collections by library region;
- Been the catalyst for the development of the concept of a national repository for Official Gazettes, under active discussion between the Institute of Advanced Legal Studies and the British Library. FLAG carries information about official gazettes, but only if they carry law;
- Led to the signature of a Concordat for Collaborative Collection Development between the British Library and the Institute of Advanced Legal Studies.
- Identified deficiencies in national collections that need to be remedied e.g. in Russian and East European materials. Since this was identified the British Library and the Institute of Advanced Legal Studies have jointly held a publicly available one-day training seminar which attracted participants from academic and law firm backgrounds.

## **10 The future**

In several places in this report there is evidence that in the three years since the project commenced and especially during the six months that the database has been publicly available, FLAG has become an important addition to internet research tools for foreign, international and comparative law. Section 10.1 indicates how the FLAG database can be used to create a national collection strategy. Sections 10.2 to 10.4 highlight deficiencies requiring attention, which are outside the remit of the project. Section 10.5 describes how FLAG should be enhanced, while sections 10.6 and 10.7 describe two additional databases which with FLAG would create FLAG Plus, a suite of internet databases of unrivalled assistance to the foreign law researcher.

### **10.1 Facilitate the creation of a national strategy on the future collection and deposit of foreign, international and comparative primary law materials.**

The creation of the FLAG database has always been seen as the foundation upon which a national strategy for the acquisition and retention of foreign, international and comparative primary law materials would be built. During the existing project it has become clear that the preparation of the strategy should be facilitated through a joint post supported by the British Library, Oxford, Cambridge and the Institute in London. The holder of the joint post would act as the catalyst and facilitator for the creation of an agreed national policy. Already negotiations have commenced between the Institute and the British Library that will lead to a rationalisation in the collection and retention of legal materials. Initially the negotiations are covering foreign legal periodicals and overseas Official Gazettes.

### **10.2 Improvement of catalogues**

Some libraries still do not have all their stock available on a web catalogue, for example, most pre-1985 National Library of Wales acquisitions are not on the web catalogue.

### **10.3 Maintain British Library catalogues**

The BL catalogue lacks up to date holdings, missing parts and title closure information. Popular name entries should also be created.

### **10.4 Improvements to Library of Congress subject and form headings**

FLAG did not use Library of Congress Subject Headings for law because they are cumbersome. Neither did FLAG use LC Form Headings for law because they do not meet the needs of law users. LC should be lobbied to improve both law subject and form headings to make access to law materials easier and more accurate.

### **10.5 Extend the coverage of the FLAG database.**

#### **10.5.1 In the UK**

Coverage of FLAG should be extended to include major collections of primary foreign, international and comparative law known to exist in the Inns of Court (London), the Public Record Office and some government departments. It is possible that there are collections of foreign law held in the libraries of public and private institutes and other organisations whose focus is the study or representation of overseas countries in the United Kingdom. These would be identified and appraised.

#### **10.5.2 In Europe**

The FLAG concept could be used to appraise the collections of a small number of the largest law libraries in a selection of European countries. This would unlock legal research information held in the 'information rich' countries of Europe for the benefit of the 'information poor'.

### **10.6 Create the SOLVE (Sources of Law Virtual Encyclopedia)**

SOLVE will be a web database of searchable pages containing brief descriptions of the main forms of legal literature and key law sources for all countries of the world. Based on the experience of FLAG the entries would be succinct, yet accurate, and more accessible both physically and intellectually than the paper versions.

### **10.7 Create a searchable web database of legal abbreviations used throughout the world.**

Lawyers in all countries refer to the publications that carry the law and commentary about it, by abbreviations. To the uninitiated these abbreviations are a barrier to research and discovering the law. Nowhere on the internet is there a quality, searchable index to abbreviations and citations drawn from legal systems around the world. Paper based indexes to abbreviations are often out of date or difficult to obtain except in the largest collections. A searchable web index offers the possibility of ease of access and frequent updating at little cost. Investigations would be undertaken to see if the database created can be made customisable, to allow each higher education institution to load a copy on their own web site and add details of their own holdings against the relevant abbreviation.

### **11 Budget**

Between 1st August 1999 and 31st July 2002 £147, 068 was received from RSLP. All the funds were applied centrally and none distributed to partner libraries. In Appendix 3 a table sets out the actual expenditure for each year of the project.

Report compiled by  
Dr. Peter Clinch  
Foreign Law Guide (FLAG) Project Manager  
July 2002

## **Addendum**

As the budget statement (Appendix 3) shows, the project under spent in its final year. In July 2002 permission was given for the project to be extended to 31<sup>st</sup> October 2002. During the three-month extension the following were achieved:

### **1 Addition of descriptions of further collections to the database**

The collections of five organisations were appraised and added to the database: the four Inns of Court (the libraries built up over the last 500 years by the professional organisations to which barristers belong) and the Public Record Office – see section 10.5.1 above. The usual methodology for collecting data for FLAG was employed for the collections of the Inns of Court Libraries. The Project Manager visited each of the libraries in turn to collect data. The holdings of several of the Inns are substantial and place them in the top rank of organisations contributing to the database. The foreign law holdings of the Public Record Office are more limited in scope but comprise some unique collections of colonial official gazettes and manuscript or printed versions of legislation sent back to the United Kingdom by colonial administrations. Staff of the PRO were unable to provide the Project Manager with direct access to their collections. After discussions, it was agreed that information in the PRO Web catalogue would be sufficient to create entries for FLAG, if a warning was given in every FLAG entry about possible gaps in the integrity of each of the PRO collections. Apart from the work conducted at the BL (see section 4.4.3, above) the PRO was the only institution where the project methodology was varied significantly.

As at 31<sup>st</sup> October 2002 the FLAG database includes 13,920 entries describing the foreign, international and comparative law collections in 62 libraries across the UK.

With the addition of collection descriptions for these five organisations it may be asserted, with confidence, that the FLAG database provides a comprehensive picture of the holdings of foreign, international and comparative law in the UK, both within the academic sector and outside.

### **2 Analysis of entries on the database**

Analyses of the database were conducted to identify information that would be of value in a future stage of the project: the listing of gaps and overlaps in the coverage of foreign, international and comparative law amongst the 62 contributing libraries (see section 10.1, above). Two pie charts are enclosed (Appendix 4) which illustrate the broad coverage of the library community within the FLAG database.

### **3 Promotion of the database**

The database was promoted at the major international conference for law librarians: the Annual Study Course of the International Association of Law Librarians, held at Yale University, Connecticut, USA in October 2002.

Addendum compiled by Dr Peter Clinch  
FLAG Project Manager  
October 2002

## Appendix 1: Publicity

- Articles describing the background and achievements of the project have been placed successfully in the following:

A web guide to overseas law in UK libraries – a project for the 21<sup>st</sup> century. Peter Clinch. *The Law Librarian*. Vol. 31(3), Autumn 2000, pp156-159

Foreign Law Guide Project – some results of a survey into the needs of researchers. Peter Clinch. *Amicus Curiae*. Issue 31, October 2000, pp19-24

FLAG Project: survey results. Peter Clinch. *Legal Information Management*. Vol. 1(2), Summer 2001, pp45-58

FLAG: the new Internet gateway to foreign law holdings in UK national and university libraries. Peter Clinch. *ASSIGNation*. Vol. 19(2), January 2002, pp14-17

FLAG: the new Internet gateway to foreign law holdings in UK national and university libraries. Peter Clinch. *Amicus Curiae*. Issue 41, May/June 2002, pp20-22

FLAG: the new Internet gateway to foreign law holdings in UK national and university libraries. Peter Clinch. *Australian Law Librarian*. Vol. 10(2) 2002, pp152-57

FLAG: the new Internet gateway to foreign law holdings in UK national and university libraries. Peter Clinch. *LLRX Law Library Resource Exchange* (US based e-journal for law librarians). 15 July 2002 (<http://www.llrx.com/features/flag.htm>)

FLAG: the new Internet gateway to foreign law holdings in UK national and university libraries. Peter Clinch. *JILT Journal of Information Law and Technology* (UK based electronic journal for lawyers and support staff). Issue 2(2), 16<sup>th</sup> August 2002 (<http://elj.warwick.ac.uk/jilt/02-2/clinch.html>)

FLAG: researching foreign law on the Internet. Peter Clinch. *Directions in Legal Education*. Autumn 2002, Issue 5, p14

FLAG: the new Internet gateway to foreign law holdings in UK national and university libraries. Peter Clinch. *SCONUL Newsletter*. Number 26, Summer/Autumn 2002, p39-41

FLAG: the new Internet gateway to foreign law holdings in UK national and university libraries. Peter Clinch. *International Journal of Legal Information*. Forthcoming.

FLAG: the new Internet gateway to foreign law holdings in UK national and university libraries. Peter Clinch. *SPTL Reporter*. Forthcoming.

FLAG: the new Internet gateway to foreign law holdings in UK national and university libraries (a version of the article noted above updated to October 2002). Peter Clinch. *Legal Information Management*. Forthcoming.

The Grand Tour. Peter Clinch. *Legal Information Management*. Forthcoming.

- Presentations have been given to annual conferences of law librarians in the UK (2000) and the USA (2001);
- A very supportive review of the paper given at the US conference was published in the newsletter of the American Association of Law Libraries: *AALL Spectrum* December 2001 pp6-7;
- A project logo has been designed professionally and is used on the web site, letterheads, leaflets, posters and business cards;
- Leaflets have been distributed at several annual conferences of law teachers and law librarians in the UK during 2002 and at the Annual Study Conference of the International Association of Law Librarians held in the USA;
- The project has been promoted on the main UK based e-mail discussion list for law librarians (lis-law) – the list includes not only academic law librarians but also those in practising firms and some librarians based in Canada, Australia and elsewhere;
- The project has been promoted on the closed e-mail list of the major professional association for law teachers in the UK;
- Posters, leaflets and business cards have been sent to all UK academic law librarians, all postgraduate admissions tutors in UK universities. Leaflets have been sent to all members of the major UK professional body for law teachers who have indicated a special interest in foreign, international or comparative law in the association's directory of members;
- A press release was sent to some 15 journals and key names in the law technology world. The press release was either reproduced wholly or in part in:

*The Gazette* (Journal of the Law Society England and Wales). Issue 99/17, 25<sup>th</sup> April 2002 p15

*LLN Law Librarians' Newsletter*. Issue 9, May 2002 – an Australian e-mail newsletter

*Socio-Legal Newsletter* No 38, Autumn 2002

*The Times* Student Law Supplement 15 October 2002 p15

- As a result of receiving the press release Delia Venables has created links to FLAG from her leading law portal site based in the UK: Legal Resources in the UK and Ireland (<http://www.venables.co.uk/internat.htm>);

- The database has been demonstrated to university law teachers and librarians at a series of special, one-off events held in Leicester, Cardiff, Liverpool and Glasgow;
- Michael Dunne, Law Librarian, Lancaster University favourably reviewed the database, in the major UK law e-journal: *JILT Journal of Information Law and Technology*. Issue 2(2), 16<sup>th</sup> August 2002 (<http://elj.warwick.ac.uk/jilt/02-2/dunne.html>);
- In June 2002 the database won a major award of the British and Irish Association of Law Librarians for achievement (see section 2, above). It is anticipated that further publicity will result.

## **Appendix 2: Number of page views of the FLAG web site and database**

The table covers the calendar year 2002 only although records began in August 2000. Up to 2002 most visits made to the database were by FLAG and Institute of Advanced Legal Studies library staff testing the database. The existence and free availability of FLAG were announced on the lis-law e-mail discussion list in January 2002 and promotion and publicity began in earnest in April 2002. All the publicity material bears the URL for the top level project web page where users can choose either to use the database or view information about the project.

The table details the number of page views for searches for collections by name of country or international organisation etc., searches for details of libraries contributing to the database and advanced searches which permit searching by any field.

<b>Month</b>	<b>Collections search</b>	<b>Library</b>	<b>Advanced</b>
January	548	0	32
February	1346	84	52
March	769	52	57
April	1600	94	72
May	2445	129	127
June	1635	60	69
July	2084	94	70
August	1883	38	55
September	1686	45	47
October	2077	52	71



### Appendix 3 Budget statement

**Total project income: £147,068**

**Total project expenditure:**

	Year 1 act.	Year 2 act.	Year 3 act.	Year 4 act
<b>Salaries</b>	£20,644	£51,361	£46,453	£11,849
<b>Travel and subsistence</b>	£369	£1,945	£3,974	£1,491
<b>Equipment &amp; consumables</b>	£1,983	£657	£3,791	£0
<b>Other</b>				
Staff recruitment	£2,612	£0	£0	£0
Evaluation costs	£0	£0	£0	£0
Contingencies	£0	£0	£0	£0
<b>Total:</b>	<b>£25,524</b>	<b>£53,963</b>	<b>£54,218</b>	<b>£13,340</b>

#### **Commentary on budget:**

##### **1 Salaries**

Original bid included secretarial support and survey consultant fees, neither of which was used. Actual expenditure for Year 2 includes the salary for the project manager and the cost of £3,200 of a researcher working at the British Library for 2 months (as agreed by correspondence with RSLP in July 2000). In addition, the project manager was permitted to continue a number of outside consultancies, amounting to about 40 days over the course of the project, which was repaid to the project.

##### **2 Travel and subsistence**

Includes that by the project manager and by the Project Management Committee. It was considerably less than estimated. Originally, a two-week visit to Boston Spa was budgeted for but, as noted in section 4.4.3, above, this did not go ahead. In addition most of the project manager's visits commenced from home in South Wales rather than the project base in London, at a considerable saving in rail fares.

##### **3 Equipment**

The cost of consumables and the production of a variety of promotional materials were lower than anticipated.

##### **4 Other**

Contingency fund not used during the course of the project.

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