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ARTICLES should be between **9,000 and 12,000 words** long, *including* footnotes. **SHORTER ARTICLES** should be between **3,000 and 5,000 words**, *including* footnotes. Communications concerning Articles and Shorter Articles should be addressed to the Editor:

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Electronic copy. All copy (articles, book reviews and case notes) must be submitted in Word format as an email attachment.

Abstract. All manuscripts should be submitted together with an Abstract of about 100 words in length and up to seven key words. The purpose of the Abstract is to identify the subject matter of the article and to summarise the distinctive contribution to the literature which the article makes. It enables the reader using electronic databases to identify articles which are of interest to them.

Titles. The title of an article should clearly identify the subject matter of the article and the distinctive focus of the author. It should be comprehensible to a non-specialist. It should typically not exceed seven words in length.

Page layout. Paragraphs start flush left after headings but otherwise are indented, with no extra space between them. The number of words in the text and (separately if possible) the footnotes should be stated.

Footnotes. Cannot be included in book reviews or case notes and any references should be included in the main text. Notes for articles should be numbered consecutively (after an initial unnumbered note attached to the author's name by an asterisk) and should be placed as footnotes. Numbers in cross-references should be highlighted.

Headings. In *articles* a maximum of four levels of heading is available:

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2. Centred. Type in capitals (precede by roman I, II, etc. if required):
I. SUBHEADING IN CAPITALS/SMALL CAPITALS
3. Centred. Type with initial capitals for main words only and underline for italics (precede by A, B, etc. if required):
A. *Subheading in Italics*
4. Flush left. Type with initial capitals for the first word and proper names only and underline for italics (precede by arabic numbering if required):

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In *case notes* a maximum of three levels of heading should be used: centred capitals (printed as small capitals) for title, and subheadings as 3 and 4 above.

Quotations. Of more than c. 60 words (unless in footnotes) should be indented and set off from the text *without* quotation marks. Otherwise double quotation marks should be used except for quotations within quotations which should use single marks. The note indicator should be placed *after* the quotation.

STYLE

Punctuation. All punctuation marks should be *outside* closing quotation marks except an exclamation mark, question mark, dash or parenthesis belonging only to the quotation or a full point at the end of a grammatically complete sentence beginning with a capital letter. Full stops should be outside closing parentheses unless the parenthesis is a complete sentence beginning with a capital letter. Note indicators in the text normally follow punctuation marks.

Capitals. Capitals should be used when a specific reference is intended: the Bill, the Cabinet, the Crown, the Government (but government and industry), Parliament (but parliamentary). Unless the writer is referring to a court by name, "court" should not have a capital.

Abbreviations. No full points should be used with abbreviations consisting of initials (ACAS, EC, USA). Otherwise full points are retained (ch., Dr., ed., Ltd., St., vol.), including "p." for page and "s." for section. The abbreviation for public limited company is "plc". Note also "per cent.", with full point.

Dates. Use the style "10 February 1989"; "1988–89"; "1990s".

Numerals. Below 10 should be spelt out.

Spelling. Except in quoted matter English spelling should be used (labour, not labor). Use -ise (not -ize); judgment (not judgement); ius (not jus; i.e. Latin i not j).

Italics. The following should be italicised:

Case names.

Latin (and other foreign) words and phrases except those in common use such as: bona fide, de facto, de jure, (obiter) dicta/dictum, habeas corpus, intra vires, mens rea, prima facie, ratio decidendi, ultra vires.

Ship names

The following Latin abbreviations should be in roman but retain full points: cf., e.g., ibid., i.e., loc. cit., op. cit., per, viz.

Note indicators. Wherever possible note indicators should be deferred to the end of the relevant sentence or clause of the text.

REFERENCES

The full title and date and place of publication should be given at first mention; thereafter a short title should be used (or “op. cit.” if there is no danger of confusion and the full title appears in the previous 10 notes). Page numbers below 100 should not be compressed: see example under *Books* below.

Specific page and paragraph references. Use “p.” (or “para.”) where the reference stands alone, but substitute a comma where a full citation to a case or article is given (together with “at” for paragraphs).

Ibid., at p. 436. See also para. [24]

[1908] 2 K.B. 454, 458; [2002] 2 A.C. 164 at [24]

Cross-references. Use “See note 7 above/below” rather than “supra/infra note 7”. Numbers should be highlighted to allow for proof correction.

CASES

Law Reports. References to English cases should be to the Law Reports; failing this to the W.L.R., the All E.R. or one of the specialist reports. References to Law reports carry full points and “versus” (v) NO LONGER carries a full point AND IS IN ITALIC. The neutral citation should be given, without any full points and before the report reference, for all cases to which the practice has been extended since 2001; references to paragraphs should be in square brackets.

R. (Hart) v Bow Street Magistrates’ Court [2001] EWHC (Admin) 1141, [2002] 1 W.L.R. 1242.

Twinsectra Ltd. v Yardley [2002] UKHL 12, [2002] 2 A.C. 164, at [24].

R. v Dyson [1908] 2 KB 454; *Re Atkins* [1989] 1 All E.R. 14.

If it is necessary to repeat a case reference, give the citation again—do not cross-reference to an earlier footnote.

European Union Cases. Decisions of the Court of Justice of the European Union are cited as follows: Number, names of the parties in italics, year in square brackets, report (without the date of the decision), e.g.

CJEU: Case 26/62, *Van Gen en Loos v Nederlandse Administratie der Belastingen* [1963] E.C.R. 1

Case C-234/02 P, *European Ombudsman v Lamberts* [2004] E.C.R. I-2803

General Court: Case T-102/96, *Gencor v Commission* [1999] E.C.R. II-753

Civil Service Tribunal: F-107/06, *Berrisford v Commission*, [2006] E.C.R.-SC I-A-1-0000 and II-A-2-0000

Where a judgment has not yet been published:

C-434/09, *McCarthy v Secretary of State for the Home Department*, Judgment of 5 May 2011, not yet reported.

European Court of Human Rights. Decisions of the European Court of Human Rights are cited as follows: Names of the parties in italics, application number in brackets, report (without the date of the decision unless the decision is unreported), e.g.

Demir and Baykara v Turkey (Application no. 34503/97) (2009) 48 E.H.R.R. 54
Taxquet v Belgium (Application no. 926/05), Judgment of 21 November 2010, not yet reported.

LEGISLATION

EU Legislation. Before the entry into force of the Lisbon Treaty: Council Regulation (EC) No 645/2008 (OJ 2008 L 180 p.1)

After the entry into force of the Lisbon Treaty: Commission Regulation (EU) No 439/2011 (OJ 2011 L 119 p.1)

Acts of Parliament. Use the style:

Law of Property Act 1925, s. 3(1)(a)

Note that the definite article is omitted unless it is part of the sentence (“the Law of Property Act 1925 provides...”). The abbreviation “s.” is used only following the title of an Act or in parentheses; otherwise “section” should be in full.

Command Papers. Note the importance of using the correct abbreviation for the period, e.g. ‘Cm.’ in the present series.

Hansard. Use the style:

HC Deb. vol. 255 col. 503w (28 February 1995) (Italic pagination for written answers)

HC Deb. vol. 255 col. 841 (28 February 1995)

HC Deb. vol. 561 cols. 1401–4 (28 February 1995)

HL Deb. vol. 561 col. *WA* 92 (28 February 1995) (Italics for written answers)

Statutory instruments. Use the style:

Noise at Work Regulations 1989, SI 1989/1790.

Scholarly literature

Articles. Familiar abbreviations may be used for the titles of legal journals (with full points). Otherwise give the title in full. All titles are in roman. Only give a reference to the starting page of the article.

F.H. Newark, “The Boundaries of Nuisance” (1949) 65 L.Q.R. 480.

D.G.T. Williams, “Developments in British Environmental Law” (1984) 24 *Natural Resources Journal* 511.

Books. The place and date of publication is given, but not the publisher

A.G. Guest (ed.), *Oxford Essays in Jurisprudence* (Oxford 1980), pp. 171–72.

Halsbury’s *Laws of England*, 4th ed., vol. 10, paras. 1450–54.

F.W. Maitland, *Equity*, 2nd ed., by John Brunyate (Cambridge 1936), pp. 100 ff.

R. Brazier, “The Crown and Constitutional Reforms” in M. Sunstein and S. Payne (eds.), *The Nature of the Crown* (London 1999), ch. 13.

Note the following abbreviations: “2nd ed.,” “vol.,” “ch.” (both lower case).

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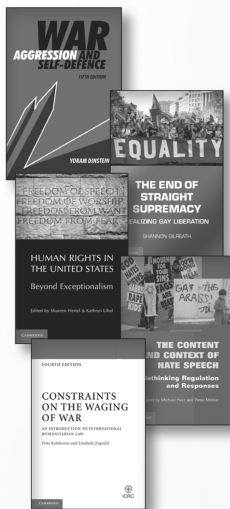
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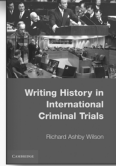
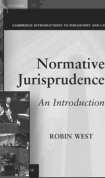
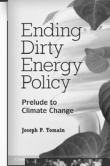
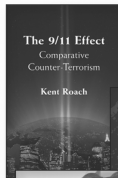
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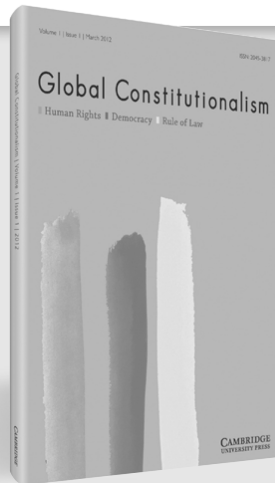
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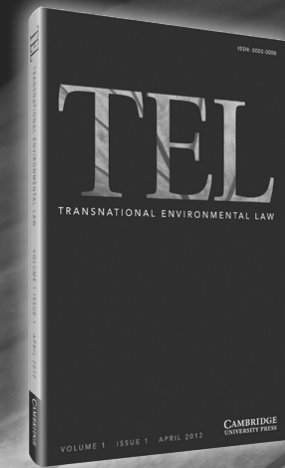
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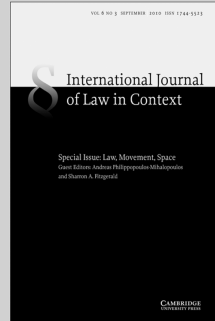


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CONTRIBUTORS OF ARTICLES

ALGHRANI, AMEL, and BRAZIER, MARGOT Re-positioning the Fetus in the Context of Research	51
BANFI, CRISTIAN Defining the Statutory Competition Torts as Intentional Wrongs	83
BRAUN, ALEXANDRA Trusts in the Draft Common Frame of Reference	327
CHAN, WINNIE and SIMESTER, ANDREW Four Functions of Mens Rea	381
COGGON, JOHN and MIOLA, JOSÉ Autonomy, Liberty, and Medical Decision-Making	523
CONAGLEN, MATTHEW The Extent of Fiduciary Accounting and the Importance of Authorisation Mechanisms	548
DABBAH, MAHER The Relationship between Competition Authorities and Sector Regulators	113
DAVIES, PAUL Accessory Liability for Assisting Torts	353
DIXON, MARTIN To Sell or Not to Sell: That is the Question	579
FOX, DAVID The Case of Mixt Monies	144
HALPIN, ANDREW Austin’s Methodology?	175
HOWARTH, DAVID The Cost of Libel Actions: A Sceptical Note	397
McCAUGHRAN, JOHN Implied Terms – The Journey of the Man on the Clapham Omnibus:	607
MAK, ELAINE Why do Dutch and UK Judges cite Foreign Law?	420
PILA, JUSTINE Software Patents, Separation of Powers, and Failed Syllogisms	203
SANDERS, ANDREW, GAROUPA, NUNO and OGUS, ANTHONY The Investigation and Prosecution of Regulatory Offences	229
SLOAN, BRIAN The Concept of Coupledness in Succession Law	623
STEEL, SANDY and IBBETSON, DAVID More Grief on Uncertain Causation in Tort	451
SYNGE, MARY Poverty, an Essential Element in Charity after All?	649

CONTRIBUTORS OF SHORTER ARTICLES

BUXTON, RICHARD Asylum and the Doctrine of Internal Flights in
Light of the *HJ (Iran)*41
FERRAN, ÉILIS Directors' Liability for Unlawful Dividends321

CASES ANNOTATED

<p>A Local Authority v. DL 32</p> <p>Aid/Watch Inc. v. F.C.T. 504</p> <p>Al Rawi v. Security Service (Liberty Intervening) 17</p> <p>AN v. Secretary of State for the Home Department; Secretary of State for the Home Department v. AE and AF 22</p> <p>Anayo v. Germany. 314</p> <p>Barr v. Biffa Ltd. 499</p> <p>Benedetti v. Sawiris 299</p> <p>Berliner Verkehrsbetriebe (BVG), Anstalt des Öffentlichen Rechts v. JP Morgan Chase Bank NA . . . 513</p> <p>Cadder v. HMA. 14</p> <p>Clift v. Slough 296</p> <p>Commission v. Bavarian Lager 37</p> <p>Conarken Group Ltd. v. Network Rail Infrastructure. 496</p> <p>Demopoulos and Others v. Turkey 7</p> <p>Deutsche Telekom v. Commission 34</p> <p>EH v. L.B. Greenwich, AA and A (Children) 312</p> <p>Futter v. Futter 301</p> <p>Gorringe v. Calderdale MBC. 291</p> <p>Greens and M.T. v. United Kingdom 279</p> <p>Interfact Ltd v. Liverpool City Council (Secretary of State for Culture, Media and Sport intervening) 518</p> <p>Jones v. Kaney. 516</p> <p>Jones v. Kernott. 27</p> <p>KB (Trinidad and Tobago) v. Secretary of State for the Home Dept . . . 12</p> <p>Kosovo Advisory Opinion 1</p> <p>Ministère public c/ Weiler 317</p>	<p>Mosley v. United Kingdom 489</p> <p>Muuse v. Sec. of State for the Home Department 284</p> <p>Ocean Bulk Shipping and Trading v. TMT Asia Ltd 24</p> <p>Paponette v. A-G of Trinidad and Tobago 287</p> <p>Pinnock v. Manchester CC 9</p> <p>Pitt v. Holt 301</p> <p>R (Cart) v. Upper Tribunal; Eba v. Advocate General for Scotland 487</p> <p>R (on the application of Prudential plc & Others) v. Special Commissioner of Income Tax & Others 19</p> <p>R (Smith) v. Oxfordshire Assistant Deputy Coroner. 5</p> <p>R v. Chaytor (and others) 282</p> <p>R. v. Ford 494</p> <p>R. v. Smith. 289</p> <p>R. v. Budimir (Secretary of State for Culture, Media and Sport intervening) 518</p> <p>Radmacher (formerly Granatino) v. Granatino 29</p> <p>Re F. (A Child) 508</p> <p>Richardson v. Chief Constable of West Midlands 492</p> <p>Robinson v. PE Jones (Contractors) Ltd. . 291</p> <p>Ruiz Zambrano (Case C-34/09) 309</p> <p>Seldon v. Clarkson Wight & Jakes. 304</p> <p>Sinclair Investments (UK) Ltd. v. Versailles Trade Finance Ltd. . 502</p> <p>Taxquet v. Belgium 14</p> <p>Test Achats 506</p> <p>Volker (C-92/09) and Eifert (C-93/09) . . . 306</p> <p>Yemshaw v. London Borough of Hounslow. 511</p>
--	--

BOOKS REVIEWED

AZOPARDI, KEITH, <i>Sovereignty and the Stateless Nation: Gibraltar in the Modern Legal Context</i>	272
BARNES, RICHARD, <i>Property Rights and Natural Resources</i>	265
BINGHAM, TOM, <i>The Rule of Law</i>	481
CANE, PETER, <i>Administrative Tribunals and Adjudication</i>	274
DELMAS-MARTY, MIREILLE, <i>Ordering Pluralism: A Conceptual Framework for Understanding the Transnational Legal World</i>	477
FOROWICZ, MAGDALENA, <i>The Reception of International Law in the European Court of Human Rights</i>	676
FURMSTON, MICHAEL AND TOLHURST, G, <i>Contract Formation: Law and Practice</i>	470
HALPIN, ANDREW AND ROEBEN, VOLKER, <i>Theorising the Global Legal Order</i>	477
HICKEY, ROBIN, <i>Property and the Law of Finders</i>	483
HINDELANG, STEFFEN, <i>The Free Movement of Capital and Foreign Direct Investment</i>	263
HONORÉ, TONY, <i>Justinian's Digest: Character and Compilation</i>	671
KLATT, MATTHIAS, <i>Making the Law Explicit: The Normativity of Legal Argumentation</i>	674
LIEBENBERG, SANDRA, <i>Socio-Economic Rights: Adjudication under a Transformative Constitution</i>	669
MACRORY, RICHARD, <i>Regulation, Enforcement and Governance in Environmental Law</i>	475
MEAD, DAVID, <i>The New Law of Peaceful Protest: Rights and Regulations in the Human Rights Act Era</i>	469
OSIATYNSKI, WIKTOR, <i>Human Rights and their Limits</i>	269
PEERENBOOM, RANDALL (ed), <i>Judicial Independence in China: Lessons for Global Rule of Law Promotion</i>	267
QUATAERT, JEAN H., <i>Advocating Dignity: Human Rights Mobilizations in Global Politics</i>	269
SOLTAU, FREIDRICH, <i>Fairness in International Climate Change Law and Policy</i>	472
VAN DER WALT, A, <i>Property in the margins</i>	261
WITTES, BENJAMIN, <i>Legislating the War on Terror: An Agenda for Reform</i>	679

SUBJECT INDEX 2011

† Indicates an article * Indicates a book review
 Other references are to casenotes

Administrative law	Contract Law
Control orders 22	*Formation 470
Judicial review – see Judicial Review	†Implied terms 607
Legitimate expectations 287	Pre-contractual negotiations . . 24
Liability of public authorities 294	Remoteness 34
Maladministration, exemplary damages 284	Criminal Law
† Regulatory offences 229	EU law, supremacy 518
Child Law	Mens rea 381
Siblings at risk 508	Theft 289
Civil procedure	Criminal Procedure and Evidence
Closed proceedings 17	Expert witness immunity 516
Legal professional privilege . . . 19	Hearsay evidence 494
Company Law	Human rights 14
Ultra vires, conflict of laws . . 511	Jury 14
†Unlawful dividends, liability of directors 321	Police powers, arrest 492
Comparative Law	†Regulatory offences 229
†Citation of foreign judgments 420	Damages
†Ireland 623	Exemplary 284
Libel tourism in France 317	Environmental Law
†Netherlands 420	*Climate change 473
*South Africa 669	Nuisance 499
†Trusts, Common Frame of Reference 327	*Regulation and enforcement 475
*United States 679	European Law
Competition Law	Abuse of market position 34
Abuse of market position 34	Charter, status 306,506
†Competition torts 83	Citizenship 309
†Regulators 113	Data protection, freedom of information 37
Conflict of Laws	Equality 506
Company, ultra vires 511	Insurance 506
Constitutional Law	Retirement age 304
Human Rights — see Human Rights	Supremacy, criminal law 518
Parliamentary privileges, expenses of M.P.s 282	Equity and Trusts
*Public Order 469	Charity, political objects 504
*Rule of Law 481	†Charity, poverty 649
*Socio-economic rights, South Africa 669	†Common frame of reference . 327
	†Fiduciaries 548
	Fiduciary duty, action for breach 502
	Rule in <i>Hastings v. Bass</i> 301
	†Succession, unmarried couples 623
	Family Law
	Abusive relationship 32

Child – see Child Law	
Divorce marital agreement	29
Domestic violence, definition	511
Family home	27
†Succession, unmarried couples	623
Human Rights	
†Asylum	41
Control orders	22
Criminal procedure	14
Deportation	12
*International law	676
*Peaceful protest	469
Possession proceedings	9
Privacy	489
Property rights, occupied territory	7
State jurisdiction	5
Voting rights, prisoners	279
Intellectual Property Law	
†Patents, software	203
International Law	
*Climate change	473
*European Convention on Human Rights	676
Independence, unilateral declaration	1
State jurisdiction, human rights	5
*Terrorism, U.S. legislation	679
Judicial Review	
Upper tribunal	487
Jurisprudence	
†Austin	175
†Autonomy and Liberty	523
*Globalisation	477
*Legal reasoning	674
Land Law	
†Trusts of Land	579
Landlord and tenant	
Possession proceedings, human rights	9
Medical Law	
†Foetus, medical research	51
†Patient autonomy, medical decisions	523
Privacy	
Injunctions, compatibility with European Convention	489
Property Law	
Family home, equitable interest	27
*Finding	483
Human rights	7,9
†Money	144
†Trusts of Land	579
Restitution	
Unjust enrichment	299
Roman Law	
*Digest of Justinian	671
Tort	
†Accessories, liability of	353
†Causation	451
†Competition torts	83
Contract, concurrent liability	291
Defamation	296
Economic loss, negligence	496
Expert witness immunity	516
†Libel, cost of actions	397
Libel tourism in France	317
Nuisance, environmental regulation	499
Public authorities, liability	294

NOTES FOR CONTRIBUTORS

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BOOK REVIEWS

SANDRA LIEBENBERG: Socio-Economic Rights: Adjudication under a Transformative Constitution	669	MAGDALENA FOROWICZ: The Reception of International Law in the European Court of Human Rights	676
TONY HONORE: Justinian's Digest: Character and Compilation	671	BENJAMIN WITTES: Legislating the War on Terror: An Agenda for Reform	679
MATTHIAS KLATT: Making the Law Explicit: The Normativity of Legal Argumentation	674		

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CASE AND COMMENT

Judicial review of the Upper Tribunal	<i>R (Cart) v. Upper Tribunal; Eba v. Advocate General for Scotland</i>	487
Strasbourg on privacy injunctions	<i>Mosley v. United Kingdom</i>	489
Police powers – arrest for questioning	<i>Richardson v. Chief Constable of West Midlands</i>	492
Hearsay evidence	<i>R. v. Ford</i>	494
Negligence, remoteness and economic loss	<i>Conarken Group Ltd. v. Network Rail Infrastructure</i>	496
Private nuisance and environmental regulation	<i>Barr v. Biffa Ltd.</i>	499
Breach of fiduciary duty – personal or proprietary claim?	<i>Sinclair Investments (UK) Ltd. v. Versailles Trade Finance Ltd.</i>	502
Charitable trusts with political objects	<i>Aid/Watch Inc. v. F.C.T.</i>	504
Insurance, equality and EU law	<i>Test Achats</i>	506
Uncertain perpetrators and siblings at risk	<i>Re F. (A Child)</i>	508
Defining “domestic violence”	<i>Yemshaw v. London Borough of Hounslow</i>	511
Ultra vires, companies and the conflict of laws	<i>Berliner Verkehrsbetriebe (BVG), Anstalt des Öffentlichen Rechts v. JP Morgan Chase Bank NA</i>	513
Abolition of the expert witness immunity	<i>Jones v. Kaney</i>	516
Criminal law, supremacy of EU law	<i>Interfact Ltd v. Liverpool City Council (Secretary of State for Culture, Media and Sport intervening); R. v. Budimir (Secretary of State for Culture, Media and Sport intervening)</i>	518

ARTICLES

Autonomy, Liberty, and Medical Decision-Making: JOHN COGGON AND JOSÉ MIOLA	523
The Extent of Fiduciary Accounting and the Importance of Authorisation Mechanisms: MATTHEW CONAGLEN	548
To Sell or Not to Sell: That is the Question: MARTIN DIXON	579
Implied Terms – The Journey of the Man on the Clapham Omnibus: JOHN MCCAUGHNAN	607
The Concept of Coupledness in Succession Law: BRIAN SLOAN	623
Poverty: An Essential Element in Charity after All?: MARY SYNGE	649