**Statement on Arrangements for the Provision of Free Period Products**

**Details of Specified Public Service Body**

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| **Name of Specified Public Service Body** | Northern Ireland Water (NIW) |
| **Main Address of Specified Public Service Body** | Westland House – HR Department  Head Office  40, Old Westland Road  Belfast, BT14 6TE |
| **Location of sites where free period products are available** | All female, unisex and accessible toilet facilities within NIW premises. |

**Publication Details**

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| **Date of first publication**  **Dates of subsequent publication** | 01st March 2025 |
| **Where will this Statement be published?** | The Statement on Arrangements will be published on the NIW website and the Internal intranet page. It will also be displayed on general notice boards positioned throughout the NIW demise. |

**Details of Consultation Carried Out**

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| **WHEN was the consultation carried out?** | The consultation process ran from November 2024 until January 2025. |
| **WHO was consulted?** | Executive Committee, NIW staff, contractors, customers and all visitors were invited to participate in the 90-day consultation process. |
| **HOW did the consultation process establish:**   1. **The ways in which product users ought to be able to obtain free period products?** | In July 2022 NIW launched free period products in 37 sites. More than 15,000 period products have been provided to date. In November 2024 participants were asked, via a questionnaire, if the current method of obtaining products was adequate. Participants were provided the opportunity to suggest changes to the current arrangements. |
| 1. **The locations in the NIW premises in which period products ought to be obtainable free of charge?** | NIW have acted upon theses suggestions and are now offering free period products at a further 39 sites, which is a total of 76 sites, almost doubling the number of sites that were covered prior to the consultation. |
| 1. **The types of period products which ought to be available?** | Participants were asked to select which products they thought should be available from a range of 4 options (including reusable products).  Participants were also provided with the opportunity to suggest other products that were not on the list provided. |
| **HOW did the consultation have regard for:**   1. **The dignity, privacy and confidentiality of product users; and** | The survey responses were anonymous by design. |
| 1. **Articles which are reusable.** | Participants were asked to select which products they thought should be available from a range of 4 options (including reusable products).  Participants were also provided with the opportunity to suggest other products that were not on the list provided. |

**The Arrangements**

**What arrangements are being put in place as a result of the consultation?**

NIW carried out an 90 day consultation process relating to the provision of free period products as detailed in the [Period Products (Free Provision) Act (Northern Ireland) 2022(external link opens in a new window / tab)](https://www.legislation.gov.uk/nia/2022/25/contents/enacted).

In conjunction with Departmental guidance, the results from the consultation process have been used to develop arrangements for the provision of free period products. The consultation process sought to establish how a suitable range of free period products could be made easily obtainable in such a way as to respect the dignity, privacy and confidentiality of visitors and staff. Consultation questionnaires (electronic) did not record or request any identifying information beyond whether the participant was a staff member, contractor or visitor.

NIW has been providing free period products to staff and visitors from 2022. This provision included the supply of two different product types located in all female, unisex and accessible toilets. The consultation process sought views from participants on both the range/type of products supplied and the locations in which they were available. With regard to obtaining products in such a way as to respect dignity, privacy and confidentiality, 78% of respondents indicated that there were sufficient free period products, with 93% stating that they had easy access to products. 98% of participants believe that is its important for NIW to provide free period products.

The consultation process also sought the view of respondents in terms of which products should be made available. Participants were provided with a list of options which included a selection of reusable sustainable products. In addition, respondents could also highlight appropriate alternative products not on the original list provided.

In terms of responses received, 80% of participants replied that Pads should be made available whilst 67% indicated a preference for Applicator Tampons. These two options were the most popular selections during the consultation process. NIW currently supply Tampons and Pads as part of their existing provision, however NIW will now supply Applicator Tampons as a new option.

A high percentage (65%) of respondents also indicated a preference for Panty Liners. 22% of participants expressed a preference for reusable products.

As a result of the consultation and in conjunction with Departmental guidance, the NIW will extend their current provision of free period products to include Panty Liners to ensure a suitable range of products and absorbencies are available and will provide sustainable products when requested. Products will continue to be made available in all female, unisex and accessible toilets. Toilet facilities consist of individual private self-contained units. Free period products will be available at all times when the building is in use.

Products will be available in their original outer packaging from baskets located within the above-mentioned toilet facilities. Stock levels of each product type will be checked on a regular basis by cleaning staff. Information on toxic shock syndrome will be made available in each dispensing location.

In line with Departmental guidance, the availability and locations of free period products within the NIW demise will be advertised at the entrance lobby of toilet facilities and on notice boards in order to respect the dignity, privacy and confidentiality of individuals. This Statement on Arrangements document detailing the provision of free period products within the NIW demise will be published on the NIW internal intranet and external website.

**The Arrangements – other details**

Free period products supplied within the NIW demise will be procured through the existing Cleaning Services Contract.

**Publicising the Arrangements**

Information leaflets detailing the availability and location of free period products will be created and displayed at the toilet lobby entrance and general access notice boards throughout the demise. All relevant literature will highlight both the availability of products but also that the provision is free to users. This Statement on Arrangements will be published on the NIW internal intranet site and their external facing website.