



Sustainability

Working towards paying a living wage

**A guide to paying a fair and sustainable wage.
What it means, why it matters and how to achieve it?**

March 2024



Demystifying living wage

Paying a living wage is fast becoming a priority for organisations and an important part of creating sustainable business while enabling all workers receive a wage which is sufficient to allow a reasonable standard of living.

PwC's **2023 Global Living Wage Survey**, in conjunction with WageIndicator Foundation ("WageIndicator"), explored the concept and benefits of paying a living wage, as well as the challenges and opportunities to adopt this as part of Environmental, Social, and Governance (ESG) and global reward strategies. 54% of organisations confirmed that they expect to pay a living wage in the next 5 years (of those currently not making living wage commitments).

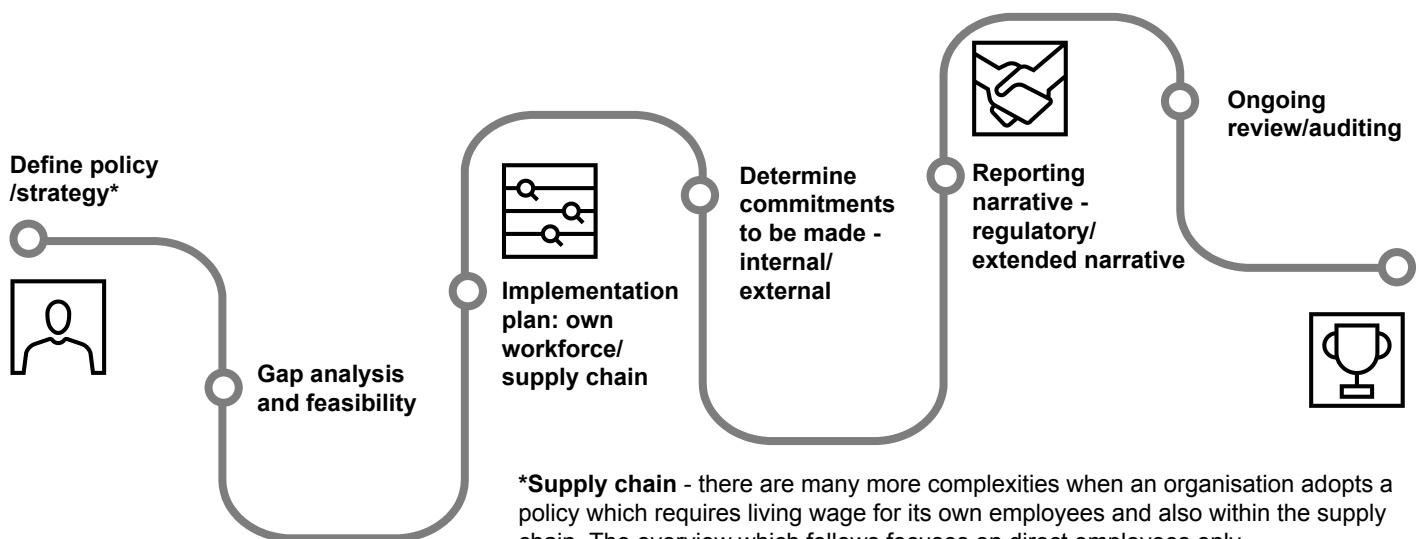
There is common recognition that paying a living wage is an important topic that provides a tangible measure of pay fairness and is not only a social imperative, but also a strategic advantage for organisations that want to enhance their social agenda, reputation and resilience in the market. However, the respondents also recognised that paying a living wage globally is not a straightforward process, and that there are various challenges and implications to consider, particularly when this is extended beyond own employees and into the supply chain.

Given the increasing focus in this area, it is important for an organisation to understand what it may require to make the commitment to pay a living wage, and then to sustain this for the longer term. Our Survey also highlighted that living wages are being considered alongside workforce fairness more broadly, and it is therefore important to take a holistic view of pay and the strategy to be adopted.

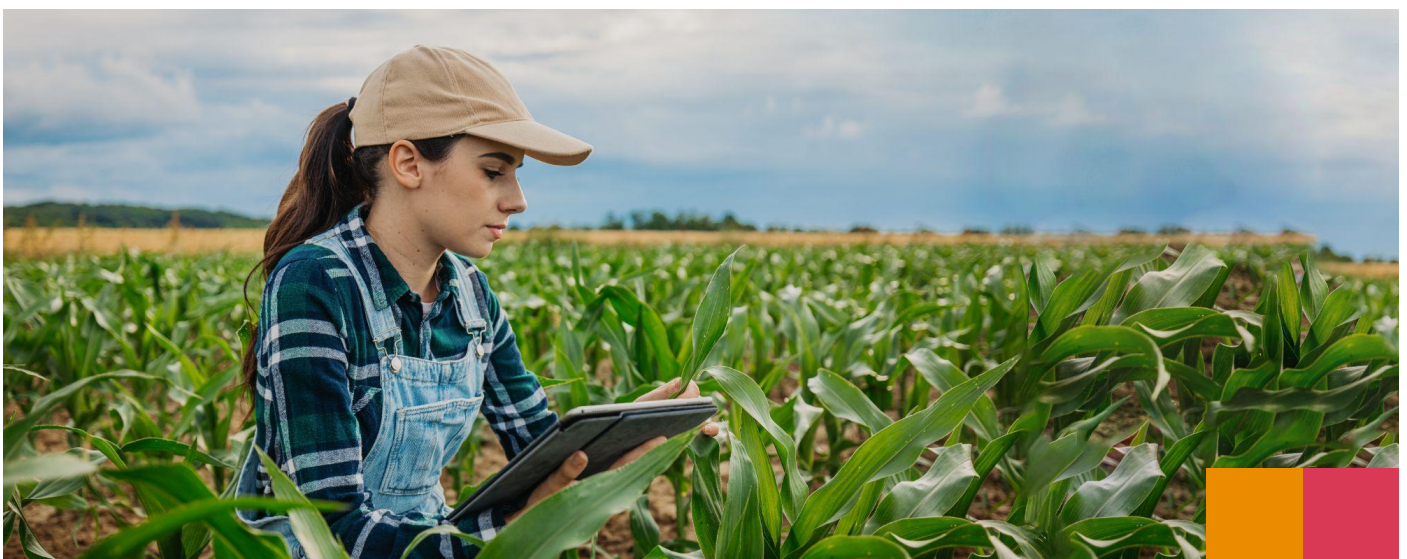
In this vein the document which follows provides practical guidance and insights for those considering the first step, or those on the journey to paying a living wage. Based on our survey findings, we focus in particular on defining and calculating the living wage, implementation across a global group, the measurement and reporting of progress and claims governance.

We share examples and best practices from Vodafone and Ball Horticultural who are progressing towards paying a living wage, and highlight the lessons learnt and benefits realised.

Steps to paying a living wage



***Supply chain** - there are many more complexities when an organisation adopts a policy which requires living wage for its own employees and also within the supply chain. The overview which follows focuses on direct employees only.





What is a living wage?

Defining the living wage: With many organisations moving towards making living wage commitments, one key question commonly asked is: what is the global definition of a 'living wage'.

Whereas a **minimum wage** is often well defined and established in law in a number of global territories, there is no single definition of a **living wage**. It is therefore relevant to consider the definitions formed over many years by researchers and academics, which are now generally accepted by organisations, bodies (such as IDH - The Sustainable Trade Initiative, the United Nations) and regulators. The concept of a living wage can be traced back to the 1919 preamble of the International Labour Organization (ILO), which called for "an urgent improvement in conditions of labour, including the provision of an adequate living wage". Various ILO documents and declarations have since reaffirmed this mandate.

Recent definitions generally point towards the idea of a level of wages that enables workers and their families to reach some minimum living standard. WageIndicator Foundation summarises a Living Wage as:



The level of remuneration that allows a person and their family to afford all necessities, pay required taxes, and save for emergencies to live a decent life"

With movement to incorporate living wages into regulation and reporting requirements, the Corporate Sustainability Reporting Directive (CSRD) draft European Sustainability Reporting Standards (ESRS) Social (S1)¹: Own Workforce (November 2022) incorporates the concept of 'Adequate Wages', defined as:



A wage that provides for the satisfaction of the needs of the worker and his/her family in the light of national economic and social conditions".

Disclosure requirement S1-10 states:



The undertaking shall disclose whether or not all workers in its own workforce are paid an adequate wage, in line with applicable benchmarks. And if not, which type of workers do not receive an adequate wage and what percentage of its own workforce is paid below the adequate wage".

Further guidance is then provided in relation to what might be used as the benchmark across the globe to determine adequate wages, which mentions both minimum and living wages. An initial policy decision is therefore the basis on which adequate wages will be measured, a key aspect of which may be the complexity involved (which tends to be more when using minimum wages due to the specific regulatory requirements in each country), and also if a combination of minimum and living wage may be adopted in different countries.

¹

<https://www.efrag.org/Assets/Download?assetUrl=%2Fsites%2Fwebpublishing%2FSiteAssets%2F13%2520Draft%2520ESRS%2520S1%2520Own%2520workforce%2520November%25202022.pdf>

What is a living wage? (continued)

Estimating the living wage: Once determined as a policy, how is the living wage calculated? Sourcing a database of living wage estimates is one of the first steps in assessing an organisation's current pay, as-is, position.

Without any one living wage standard to follow and various living wage estimates available, it is important that any living wage benchmark used is robust and reliable. In our 2023 Survey, the three most commonly used databases were: WageIndicator, Fair Wage Network and Global Living Wage Coalition.

WageIndicator and Fair Wage Network are also named in the ESRS S1 reporting standards as an adequate wage benchmark. When sourcing a living wage estimates from databases, there are a number of issues to consider. By reference to the WageIndicator database, such issues would include:

Snapshot rates - With inflation and cost of living pressures continuing to impact workers, it is important that estimates are based on ongoing data collection. WageIndicator collects quarterly estimates of updated data and an annual average from 300 data collectors globally to allow ongoing tracking.

Global reach - Estimates should be as local as possible to the worker's location, taking into account rural, super rural, urban, super urban locations. As at the start of 2024, WageIndicator covers 2,555 regions and 165 countries and is growing.

Family definition - With definitions including the cost of living for a worker's family, different scenarios may be used to calculate this. WageIndicator estimates three scenarios of family size: single income earner, standard family and typical family (adjusted for fertility and employment in the country).

Costing of necessities - In estimating what makes up the cost of all necessities for a decent life, WageIndicator uses 10 baskets of goods: Food, Water, Education, Clothing, Healthcare, Housing & Energy, Transport, Phone & Internet, Taxes and Emergency Expenses.

Methodology - The basic elements of WageIndicator's methodology which uses the basis of a basket of goods is widely accepted as a robust and reliable method to estimate the living wage.

It's important for an organisation to perform a due diligence on the appropriateness of the database to be used, to enable that the benchmark comparison used does not undermine any commitment being made.



Implementing a living wage policy?

Living wage analysis: Once a database is chosen, an organisation can use this to assess how close the current pay rates are to living wage rates by way of performing a global gap analysis. Once a strategy has been designed and adopted to close the gap, the database can then be used to assess the gap year on year to track progress.

One of the clear messages from our 2023 Survey is that this can take time and there can be challenges and complexities to address to perform such a global exercise. To aid this, we have summarised some key points to consider in understanding this exercise and to plan the methodology and process required to perform the necessary analysis.

Data required - Generally, the data required will include payroll, HR and working time sources per worker on a global scale. Is this data available and will work be required to standardise, cleanse and transform data ready for analysis?

Population in scope - Will the review be phased, e.g., by region or job role? Will the analysis include all direct workers before being extended into the supply chain/contingent workers (some of whom may be considered to be "own workforce" within regulations)?

Snapshot analysis - When will the analysis be performed, i.e. will this be based on snapshot pay at a point in time? Will this be aligned with the annual pay review?

Location mapping - Distance mapping will need to be completed to match each working location to the nearest living wage rate. WageIndicator performs this mapping when providing their database to organisations.

Pay element review - To design the methodology, a technical pay element review will be required to assess which elements of pay will make up the amount compared to living wage rates. Factors to consider include: guaranteed/non-guaranteed payments (e.g., overtime, discretionary bonuses), fixed/variable payments, regularity of pay and any other benefits provided. This will need to be assessed by location which may add complexity where there is decentralisation of pay policies and differing local pay policies (of which there can be many). This can be simplified (e.g., by applying specific parameters to allowances paid and what is/is not included), however this can impact the gaps if full detailed analysis is not undertaken.

Guaranteed Hours - Does the organisation guarantee a minimum number of working hours to meet living wage rates? WageIndicator uses a 'standard' working time estimate per country in their database.

Our 2023 Survey highlighted that living wages are being considered alongside workforce fairness more broadly. It is therefore important to take a holistic view of pay and the strategy to be adopted. With crossovers in the data required to analyse living wages and wider workforce fairness, such as gender and ethnicity targets, consideration may be given to analysing the gender or ethnicity impact of the living wage gap and any pay increases to be made (where it exists).

Feasibility and implementation plan: Depending on the outcomes of the analysis, including the quantity and geographical extent of pay gaps identified, this will dictate the next steps required. Three key factors are:

- 1. Plan towards closing the gap** - Where living wage gaps are identified, it is important to assess the populations impacted by each scenario tested (such as gaps by region, grade, department) to understand how pay uplifts may be phased and achieved alongside the current reward structure. Consideration will need to be given to the potential impact to the existing pay and grading structure whilst being aligned with the broader workforce fairness strategy such as diversity, equity and inclusion (DE&I) targets.
- 2. Stakeholder engagement** - It is clear that living wage should not be considered in isolation. To develop an effective strategy and enable successful implementation, engagement will be needed across various stakeholders such as: Reward, HR, Payroll, Sustainability, ESG, DE&I and Finance internally. Once there is business buy-in and funding to make the commitment to paying a living wage, global stakeholders will need to be engaged as needed, often through global HR leads for implementation. Consideration should also be given to external stakeholders such as investors and any impact in the local market, including engagement with Trade Unions where they exist.
- 3. Own workforce and the supply chain** - Assuming that the initial analysis focuses on an organisation's own workforce, many are now questioning how analysis can be extended to include supply chain workers. This is more complex and will initially depend on whether the global supply chain has already been mapped. If so, how will data be sourced from suppliers and is this already available? How will the approach be phased across the supply chain? Will the approach be aligned with the strategy for its own workforce? This also reflects the importance in living wage benchmarks being consistent and publically available to all (businesses and workers alike).

Implementing a living wage policy (continued)

Commitments and reporting: Once the current position is assessed with a plan to remedy any gaps as needed, the organisation should be in a position to decide how to make commitments and regularly review these to report in the future. Key questions to ask during this process include:

1. **Decision to make commitments - when?** Will commitments be made internally or externally? In our experience, it is not uncommon for organisations to make internal commitments before making these externally. Claims need to be achievable, auditable and accurate, both now and in the future, and therefore this allows time to enable that claims are robust with the necessary processes in place to track progress and enable the ongoing commitment is met. This often involves a regular (such as annual) audit and due diligence process. With increasing inflation and pay rates, pay modelling can advise how much potential increases may need to be factored into costs both initially and in the future.
2. **External Claims - market approach** - As previously mentioned, while there is currently no mandatory standard, organisations are working to release standards for living wage claims (such as the International Social & Environmental Accreditation & Labelling (ISEAL) Alliance's Making Credible Living Wage Claims - Guiding Framework² supported by ISO and IDH). At present, claims made by organisations in their reporting tend to be framed in the following categories in :
 - a. Broader 'pay fairness' commitments (without specifying living wage targets)
 - b. Commitments for certain territories/populations (this may include countries where accreditation is available, e.g., UK Living Wage Foundation accreditation)
 - c. Commitments for the own workforce
 - d. Commitments for the supply chain

The current commitments being made publicly by organisations can also incorporate a large variance in the level of detail and timelines contained within the disclosure. In our 2023 Survey, we found that claims are typically reported in Annual Reports, Remuneration/Sustainability/S of ESG Reports. However, others go beyond and release specific living wage commitment papers or websites, see case studies (pages 9-10).

With no current reporting standard, there are increasing reporting frameworks being released from sustainability reporting bodies, which organisations can use as a reference point should they wish.

It is not unreasonable to conclude however, that as regulation in this area increases in the coming years, more uniformity and/or specifics of the minimum to be included will become more standardised.

²

<https://www.isealliance.org/get-involved/resources/making-credible-living-wage-claims-guiding-framework>

³

<https://forwardfaster.unglobalcompact.org/living-wage>

⁴

<https://sdgs.un.org/goals>

3. **External Claims - drivers** - Paying a living wage is a crucial part of addressing a number of the United Nations (UN) Sustainable Development Goals⁴ (SDGs). Reporting on living wage commitments often form part of an organisation's SDG commitments, as part of wider sustainability or S of ESG agendas.

The organisation may also choose to commit to the UN Global Compact's (UNGC) Forward Faster living wage targets³:

1. 100% of employees across the organisation to earn a living wage by 2030.
2. Establish a joint action plan(s) with contractors, supply chain partners and other key stakeholders to work towards achieving living wages and/or living incomes with measurable and time-bound milestones.

4. **External Claims - wider sustainability reporting**
Another influencing factor relevant to any strategy is emerging regulations and increasing pay transparency. Living wages are increasingly being included within social aspects of global sustainability reporting such as the CSRD and Corporate Sustainability Due Diligence Directive (CSDDD). For those impacted, organisations should begin to assess the basis on which adequate wages will be determined. A number of countries are also looking to influence organisations in adopting policies, such as the Pay Transparency Act in Norway and the German Supply Chain Due Diligence Act. This increased interest from regulators will undoubtedly be shared by workers and the public alike, in scrutinising the disclosures when regulations take effect.

There is a clear direction of travel for increasing regulation in a world of ever growing pay transparency requirements. This highlights the importance for organisations to prioritise their readiness now and regularly horizon scan for existing and emerging regulations that may impact them regionally and globally. This is further reinforced as reporting on living wage metrics are being included in ESG and sustainability indices, including the Dow Jones Sustainability Index (DJSI).

5. **Ongoing Auditing** - Once implemented, it will also be necessary for ongoing processes and controls to be established to enable the policy to be applied consistently and that all commitments are maintained in the future. This may include regular (annual) reviews of data or sample checks to enable pay rates to be met and may include worker interviews and site visits to validate pay data being used (say if the reporting is completed locally). Progress should be monitored on an ongoing basis, which will also support the audit of any commitments made by third party, as will be required in the future as new regulations come into force. Our 2023 Survey highlighted that employers are assessing and enabling living wage commitments across the supply chain using regular audits, procurement procedures, due diligence and purchasing practices. The majority do this by reviewing pricing structures (to ensure they are sufficient to allow suppliers to pay a living wage), agreeing a plan with suppliers to sustainably move towards a living wage and asking suppliers to explain how prices are calculated and understand the full cost of flexibility.

What next?

Following our 2023 Survey, we hope that this document moves towards demystifying living wages and the associated complexities of choosing to adopt this as a pay philosophy.

It is clear that there are many questions that organisations need to ask at all stages of the living wage journey. For ease, we have summarised below a number of essential questions for those at each stage of the process.

For those at the start of the process:

- Are there already any commitments being made to fair pay or UN SDGs?
- Are all relevant stakeholders engaged?
- Are investors asking any questions in respect of the living wage?
- Is the organisation part of any ESG or Sustainability indices where living wage metrics are measured?
- Has any analysis been undertaken and/or consideration been given to operational and/or cost implications of completing an analysis?
- Has consideration been given to any relevant reporting, e.g., CSRD and the basis on which adequate wages will be determined/when this will be applicable to the organisation?

For those who have started the process, but yet to complete a gap analysis:

- Has a living wage database been accessed?
- If a gap analysis is being considered, are there any challenges to consider (i.e. decentralised pay policies or working practices globally?)
- Has consideration been given to what data is available globally for the exercise (pay, HR, working hours) and how long this may take to collect?
- Has a methodology been developed to analyse living wages?

For those who have analysed the living wage gap, but yet to make commitments:

- Where pay uplifts will be required, how will this be achieved alongside the current reward structure/within budgetary constraints where they exist?
- What ongoing processes will need to be adopted to ensure that any policy is applied consistently and all commitments are understood and can be maintained in the future?
- Are relevant stakeholders engaged in determining the strategy for making any external commitments (i.e. in terms of market practice for their sector, investor views, financial commitments and engagement with HR teams)?

For those who are already making commitments:

- How are commitments being reviewed and reported?
- Do living wage commitments extend to all markets and the supply chain?
- Does living wage analysis crossover with DE&I analysis, such as analysing the gender or ethnicity impact of living wage gaps?
- How has the organisation approached the narrative being issued, and how this may develop in the future based on regulations/as the matter evolves?
- Has the organisation considered living wage metrics within executive pay targets?
- How are living wage rates being tracked to ensure that commitments continue to be met?





Frequently asked questions



Q - I have seen that there are local living wage accreditations, is there an equivalent for the global scale?

A - In light of the successful campaign in the UK with Living Wage Foundation, there are a growing number of living wage accreditation schemes that accredit employers who pay their workers a living wage across their own operations, such as in the UK and the US. This has not currently been expanded to global commitments.

Q - Is the living wage always more than the minimum wage?

A - For the majority (82%) of countries reviewed for PwC's recent research executed in July-August 2023, WageIndicator found that the statutory minimum wage (where one exists) is below what is calculated to be a living wage.

Q - How is a standard family size and fertility adjusted family size defined by WageIndicator?

A - A standard household includes two earning adults with two children (one adult works 100% of permissible hours and the other works 80%). A typical household includes two earning adults and the number of children is determined by the national fertility rates (one works 100% of permissible hours and the other's hours are based on the national employment rate). Generally, WageIndicator finds that most organisations use the standard and typical rate.

Q - If our organisation pays the living wage, does that mean we are compliant with statutory minimum wage rates?

A – Not necessarily, statutory minimum wages are statutory requirements that differ per jurisdiction and therefore need to be considered separately. Whilst the living wage is often higher than the minimum wage in a country, this is not always the case as it depends on the level of minimum wage set by each country and therefore should be considered separately.

Vodafone - Fair Pay principles

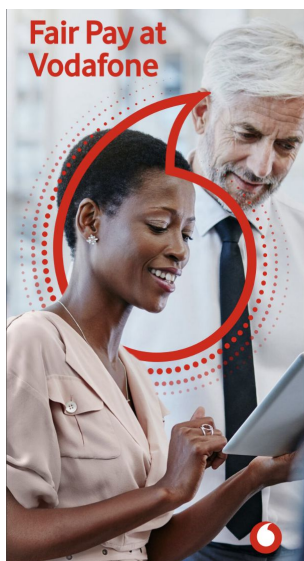
Over recent years we have been on a journey to embed our Fair Pay principles, which underpin our global reward philosophy within the global business and which guide our strategy in respect of reward. These principles, which are set out in our Annual Report and external website⁵, ensure our pay is market competitive, free from discrimination, enables everyone to share in our success, provides benefits for all, and is open and transparent. We also ensure a good standard of living for our people and families through measuring our employees' pay against the living wage applicable in their contracted location.

Our principles are measured against relevant metrics which we monitor throughout the year and deep dive into on a market by market basis annually. As a company with operations in multiple regions and countries, we use this annual review to ensure these principles are embedded globally and consistently. This review is supported by our own internally developed and maintained digital dashboard which provides deeper insights on how we are tracking against these principles. This has helped us more easily analyse the pay of over 96,000 employees through greater analytics and automation capabilities – allowing us to both monitor high level regional trends whilst also being able to dive into specific cases to see where action is required. Along with having reviews with each HR Leader in each country, we also meet with our HR Leadership Team annually to update on how we are tracking against our principles and discuss actions agreed locally to mitigate any gaps.

We work with external providers, including WageIndicator who provide us with key market insights and data which feed into our ongoing reviews. We also give our local reward teams the opportunity to comment on the data to ensure it is in keeping with local expectations regarding cost of living and inflationary changes.

The key to the success of implementing our Fair Pay Principles has been to ensure a clear strategy and articulating this into factors which are easily understood, and to then determine the key metrics which would be used for measurement. It has then been used to ensure we provide sufficient time and resources to implement this on a global scale, including the ongoing reviews as this has taken a number of cycles for this to be fully operational at the current standard.

Matt Appleton, Head of Executive Reward – Vodafone Group Plc



Fair Pay at Vodafone

At Vodafone, our commitment to Fair Pay is consistent with our purpose to enable an inclusive and sustainable digital society, our culture and our desire to support, motivate, and engage our colleagues around the world.

We comply with human rights laws and statutes including Fair Pay for our people. Our approach, across our businesses, is guided by 6 principles:

01

Market competitive

The pay of our people is reflective of their skills, role and function, and the external market.

We annually review the pay of each employee and actively manage any who fall below the market competitive range.

02

Free from discrimination

Our pay should not be affected by gender, age, disability, gender identity and expression, sexual orientation, race, ethnicity, cultural heritage or belief.

We annually compare the average position of our men and women against their market benchmark, grade and function to identify and understand any differences, and take action if necessary.

03

Provide a good standard of living

We work with the independent organisation, the Fair Wage Network, to assess how our pay compares to the "living wage" in each of our markets because we are committed to providing a good standard of living for our people and their family.

04

Share in our successes

All our people should have the opportunity to share in our success by being eligible to receive some form of performance related pay, e.g. a bonus, shares or sales incentive.

05

Provide benefits for all

Our global standard is to offer all our people life insurance, parental leave and access to either Company or State provided healthcare and pension provision.

06

Open and transparent

We ensure that our people understand their pay. We do this through a series of user-friendly guides, webpages and an annual Reward Statement, which help explain our peoples' pay and outline the value of their core reward package. In addition, they also receive monthly or weekly payslips and a payment schedule.

Ball Horticultural - Paying a living wage

Ball Horticultural, a family-owned global leader in horticulture, embarked on a mission to ensure a living wage for the workforce of more than 8,000 employees across more than 30 regions in 2021. Our company has always been committed to giving back, and therefore paying people well to invest in themselves and their communities felt like a powerful way to make a positive impact.

As a leadership team we recognised the need to set a universal social goal that would be meaningful and applicable to all employees, from Ph.D. scientists to field labourers. Our view is that living wage is not just as a cost, but is an investment in becoming an employer of choice, improving community relations, and attracting and retaining talent. We could also see that it will allow employees to lead decent lives beyond the minimum wage

Once the goal was set in early 2021, pilot surveys were undertaken across approximately 30 locations to understand the current position. We're currently in phase two of the initiative, with no set end date due to the varying sizes of the wage gaps and the number of countries being considered. Part of this process has been to develop strategies to facilitate the closing of gaps. We believe that issues can be rectified over time, and while it might take some time, we've initiated the process by asking all regions with a gap to develop their own plans for consideration.

There have been a number of challenges to navigate in implementing a living wage policy. Some of the key ones being the collection of data, and being able to obtain consistent benchmarks across all countries due to the varying standards and datasets. On the latter, the Wageindicator Foundation has provided their database, which was of significant importance to facilitate implementation. It's also been imperative to consider intricacies of the calculations to ensure that we have a robust methodology.

We've also spent time in engaging key stakeholders to communicate the values associated with paying a living wage, and to manage the organisational implications. This has received mixed responses within the business, with some fully supportive and others sceptical. However, our experience is that the living wage cannot be considered in isolation. We also recognise that underlying operational changes may be required to manage the additional cost of paying a living wage, e.g., to maintain efficiency is maintained.

We strongly advocate payment of a living wage and expect that doing so, and the improvement in wages this brings, will lead to longer employee retention, a reduction in the need for retraining therefore resulting in higher-quality products for customers. The goal is for the living wage to benefit everyone.

Susannah Ball, fourth generation leader of Ball Horticultural

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Additional resources

2023 Survey - for more information please see PwC's [2023 Global Living Wage Survey](#) and [Living Wage: An Emerging Standard](#) in conjunction with WageIndicator Foundation.

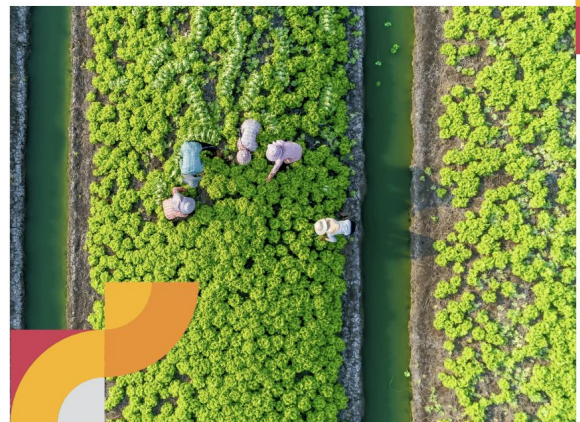
Podcast - **Living wage: Why businesses are focused on pay adequacy** - Join host Heather Horn welcomes PwC partners Barry Murphy and Paula Letorey to discuss the 2023 Survey results, market trends, and key steps organisations should take now to prepare for market and regulatory movement.

Webcast - **Global Workforce Fairness and Sustainability** - Join our panel who discuss:

- A general update on the sustainability landscape for workforce, with the latest market insights and reflections in this fast evolving space;
- An overview of the findings from PwC's recent global living wage survey;
- A recap of the EU-wide sustainability reporting requirements under the Corporate Sustainability Reporting Directive (CSRD), including an update on the finalised workforce reporting standards;
- An in depth look at the latest market and external trends on pay equity, transparency and diversity reporting and practices;
- A panel discussion and Q&A.

WageIndicator:

[WageIndicator - Living Wages Worldwide 2023 report](#)
[FAQs](#)



ESG

Living wage: An emerging standard

Global research into the role of Living Wage
in creating a sustainable business

October 2023

• WageIndicator



pwc.com

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