

260611 (226) FOI Board Recruitment

From: Freedom of Information <foi@sose.scot>

Sent: 11 June 2026 12:36

To: [REDACTED]

Cc: Freedom of Information <foi@sose.scot>; [REDACTED]

Subject: Freedom of Information Request

Dear [REDACTED]

Thank you for your Freedom of Information request of 1 June 2026. We are responding to you under the Freedom of Information (Scotland) Act 2002 [FOISA].

REQUEST

1. The full person specification and the essential and desirable criteria or competencies used to assess candidates;
2. The scoring or marking scheme applied to each competency, including the scale used, any weightings, and the method for arriving at an overall assessment;
3. The benchmark or threshold scores required to progress beyond the sift, to be invited to interview, and to be assessed as appointable;
4. The number of applications received; the number sifted out; the number invited to interview; the number assessed as appointable; and the number appointed;
5. The composition of the selection panel by role or job title (for example the chairing official, any South of Scotland Enterprise board representative, and the Public Appointments Adviser), together with confirmation that the process was conducted in accordance with the Code of Practice for Ministerial Public Appointments in Scotland;
6. Copies of the documents governing the assessment: the recruitment or selection plan, the marking and assessment guidance issued to panel members, and the interview questions or assessment exercises used;
7. The records management retention and disposal schedule applied to the records of unsuccessful candidates in this competition;
8. The policy or standard practice on providing feedback to unsuccessful candidates in ministerial public appointments;
9. Any anonymised, aggregate distribution of scores for the round (for example the overall range or spread of marks), to the extent it can be provided without identifying any individual;
10. Any guidance, instruction or training given to panel members and assessors on how to treat references to protected characteristics (including disability, sex and gender identity) that appear within a candidate's application or written evidence, and the procedure for ensuring that such characteristics do not influence assessment on merit.

RESPONSE

The Board members of South of Scotland Enterprise (SOSE) are appointed by Scottish Ministers (and not SOSE) and the appointment process and governance are undertaken by the Scottish Government Public Appointments Team. We, therefore, advise you in accordance with Section 17(1) of FOISA, that we do not hold the information you have requested. We would direct you to the Scottish Government and the FOI mailbox (foi@gov.scot) which was included in your email of 1 June.

Your Subject Access Request will be responded to separately.

You have the right to request a review of the way in which this request has been processed. Should you wish to exercise this right, you will need to contact us within 40 working days of receipt of this email.

If you remain dissatisfied on completion of the review, you have the right to appeal to the Office of the Scottish Information Commissioner and thereafter to the Court of Session on a point of law only:

Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
Fife
KY16 9DS
Telephone: 01334 464610

www.foi.scot

or for online appeals:

www.foi.scot/appeal

Regards,
SOSE Corporate Governance Team
FOI@sose.scot



www.southofscotlandenterprise.com