

# Hon Poto Williams

MP for Christchurch East

Minister of Conservation

Minister for Disability Issues

Associate Minister for Children



Penny Nelson  
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Department of Conservation  
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Tēnā koe Penny

## **Ex officio member for the Milford Opportunities Establishment Board**

Thank you for the Department of Conservation's help in establishing the Milford Opportunities Establishment Board (the Board).

The Board terms of reference provide for an ex officio, non-voting member from the Department to sit on the Board in an advisory capacity. The role and responsibilities of an ex officio, non-voting member are described in further detail in the terms of reference.

Please select a suitably qualified official to fill this role and advise me of your choice. I expect the member to attend Board meetings consistently to ensure continuity on the Board. However, if the member is unable to attend due to unavoidable circumstances, a delegate may attend in the member's place.

Nāku noa nā

Hon Poto Williams  
**Minister of Conservation**

cc Marie Long, Deputy Director-General, National Programme and Regulatory Services,  
Department of Conservation