

Friday 28 March 2025

Mr Mike Theelen  
Chief Executive  
Queenstown Lakes District Council  
Private Bag 50072  
QUEENSTOWN

Dear / Tēnā koe, Mr Theelen

#### **REQUISITION OF EXTRAORDINARY MEETING**

In accordance with Standing Order 8.3, I hereby requisition an extraordinary meeting of the Planning & Strategy Committee to be held on Thursday 3 April 2025 commencing at 12.30pm. The purpose of the meeting is to consider amending the existing delegated authority to the Planning Policy Manager to represent Queenstown Lakes District Council (QLDC) in mediation on Gertrudes Saddlery Appeal. The timeframe for the mediation has now been set for 4-10 April, which is prior to the next ordinary meeting of Planning & Strategy Committee.

Yours sincerely, Nāku noa nā,



Glyn Lewers  
**MAYOR**