

Community & Environment Committee

23 April 2026

Report for Agenda Item | Rīpoata moto e Rāraki take [1]

Department: Community Services

Title | Taitara: New Seat and Memorial Plaque Request for Meila Davis within Frankton Domain Reserve

Purpose of the Report | Te Take mō te Pūroko

The purpose of this report is to consider approving the installation of a new seat within the Frankton Domain Reserve, followed by the placement of a memorial plaque on the seat for Meila Davis.

Recommendation | Kā Tūtohuka

That the Community & Environment Committee:

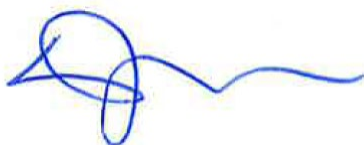
1. **Note** the contents of this report; and
2. **Approve** the seat and memorial plaque installation for Meila Davis. The seat would be located within the Frankton Domain Reserve (Attachment A).

Prepared by:



Name: Tarsy Koentges
Title: Parks Officer,
Cemeteries and Heritage
25 March 2026

Endorsed by:



Name: Dave Winterburn
Title: Parks Manager

26 March 2026

Reviewed and Authorised by:



Name: Ken Bailey
Title: GM Community Services

30 March 2026

Context | Horopaki

1. An application for a memorial seat and plaque was received on 27 May 2025 from Kristin Davis, mother of the deceased, for Meila Davis. Ms. Davis provided the following statement to share who Meila was and what this area and community means to their family:

“Meila Davis was a 13-year-old local child who lost her life to osteosarcoma cancer on 29th Oct 2024. The community supported her through her journey and she is very much a part of the Queenstown Lakes Community...She would swim [at Frankton Beach] with friends in the summer.”

In August 2024, about 250 community members came together at the ‘Shine Bright Like a Diamond’ fundraising gala, held in Arrowtown, to help support Meila’s treatment costs. Her battle lasted for 17 months before she succumbed to her illness.

2. Ms. Davis initially requested the installation of a memorial seat with plaque along the Frankton Track. Erosion is a known issue along the shoreline next to the track and the Parks Planning Team requested selection of an alternative location. This decision, as well as the Local Government Elections, delayed the finalised request being made for the seat to be located in the Frankton Domain Reserve.
3. The Parks Team supports this request, allowing for the Davis family to contribute to community asset improvement while memorialising their family member. This provides the option for a cost-effective addition of a new parks asset to the reserve.
4. QLDC Plaques, Memorials and Monuments Policy assessment guidelines, allows for the following: “2.5 – Subjects for Category 4, personalised memorial plaques on a seat, bench or picnic table will be considered by the Council on a case-by-case basis... Subjects will be limited to: Individuals who have lived in or have a special association with the District.” Meila Davis, an honoured member of the community, meets this criterion.
5. The proposed plaque will read:

*“Forever Loved, Forever Remembered, Forever Thirteen
Meila Davis
Sunrise 5.9.2011 • Sunset 29.10.2024”*

Analysis and Advice | Tatāritaka me kā Tohutohu

6. This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002.
7. The Frankton Domain Reserve has been considered and the proposed installation of the new seat in this location, which is situated above the Frankton shoreline overlooking Lake Whakatipu, will enhance the reserve and improve this asset for the community to enjoy.

8. Option 1 Approve the new memorial plaque and seat installation in the Frankton Domain Reserve for Meila Davis.

Advantages:

- Provides economical and efficient continued use, but also improvement to seating options in the reserve, which can be enjoyed by all.
- Commemorates individuals that are connected to or associated with Frankton/Queenstown.

Disadvantages:

- Addition of new seat structure to the reserve that will need to be maintained.

9. Option 2 Decline the request.

Advantages:

- No additional asset to maintain on the reserve.

Disadvantages:

- Additional seating option not added to the reserve, and the memorial requestor would not be afforded the opportunity to positively contribute to the improvement of the Frankton/Queenstown community.

10. This report recommends **Option 1** for addressing the matter because this will honour the life of Meila Davis while increasing the utilisation and enjoyment of the reserve by the community.

Consultation Process | Hātepe Matapaki

Significance and Engagement | Te Whakamahi I kā Whakaaro Hiraka

11. This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy because the land it relates to is not identified as a significant asset, and the proposal of a new seat will support community wellbeing.
12. The persons who are affected by or interested in this matter are the residents/ratepayers of the Queenstown Lakes District Community and the Frankton Community.
13. The Council has noted that the Parks Planning Manager and Parks Manager are in support of this proposed seat installation.

Risk and Mitigations | Kā Raru Tūpono me kā Whakamaurutaka

14. This matter relates to the Community & Wellbeing risk category. It is associated with RISK10009 Strategy for growth fails to meet objectives within the QLDC Risk Register. This risk has been

assessed as having a high residual risk rating. The approval of the recommended option will reduce the risk as it will improve assets for community wellbeing within the reserve.

Financial Implications | Kā Riteka ā-Pūtea

15. There are no financial implications, all costs will be met by the applicant.

Council Effects and Views | Kā Whakaaweawe me kā Tirohaka a te Kaunihera

16. The following Council policies, strategies and bylaws were considered:

- Plaques, Memorials and Monuments Policy 2010;
- Parks and Open Spaces Strategy 2021; and
- Proposal is in alignment with the principles of the Vision Beyond 2050.

17. The recommended option is consistent with the principles set out in the named policies.

18. This matter is not included in the Long Term Plan/Annual Plan and will not have any impact on it.

Local Government Act 2002 Purpose Provisions | Te Whakatureture 2002 o te Kāwanataka ā-Kīaka

19. Section 10 of the Local Government Act 2002 states the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. As such, the recommendation in this report is appropriate and within the ambit of Section 10 of the Act as it will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses by providing support for a community activity.

20. The recommended option:

- Is consistent with the Council's plans and policies; and
- Would not significantly alter the intended level of service provision for any significant activity undertaken by or on behalf of the Council or transfer the ownership or control of a strategic asset to or from the Council.

Attachments | Kā Tāpirihaka

A	Map of proposed seat installation in the Frankton Domain Reserve
B	Waihi seat model to be installed

Attachment A: Map of proposed seat installation in the Frankton Domain Reserve



Attachment B: Waihi seat model to be installed

