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20 August 2026

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

Department: Community Services

Title | Taitara: Memorial Plaque Request for Dame Alison & Dr Jim Roxburgh in Roys Bay Recreation Reserve

Purpose of the Report | Te Take mō te Pūroko

The purpose of this report is to consider approving the installation of a new memorial plaque for Dame Alison and Dr Jim Roxburgh on the existing wagon wheel memorial within the Roy's Bay Recreation Reserve in Wānaka.

Recommendation | Kā Tūtohu

That the Wānaka-Upper Clutha Community Board:

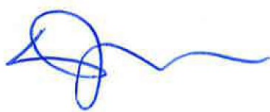
1. **Note** the contents of this report; and
2. **Approve** the new memorial plaque installation for Dame Alison and Dr Jim Roxburgh. The plaque would be attached to the existing wagon wheel memorial within the Roys Bay Recreation Reserve along the Wānaka lakefront (**Attachment A**).

Prepared by:



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Title: Parks Officer, Cemeteries
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24 July 2026

Endorsed by:



Name: Dave Winterburn
Title: Parks Manager
29 July 2026

Reviewed and Authorised by:



Name: Ken Bailey
Title: General Manager -
Community Services
30 July 2026

Context | Horopaki

1. An application for a memorial plaque was received on 14 March 2026 from Gus Roxburgh, son of son of Dame Alison and Dr Jim Roxburgh. Mr Roxburgh provided the following information to share who his parents were and their connection to the existing memorial asset where he is requesting that the plaque be placed:

“My mother, Dame Alison, and her family have had a property in Wānaka since 1936. [She was] made a Dame for services to women and the community. She and my father, Dr Jim Roxburgh, loved Wānaka, and Dame Alison’s father, Alec Cameron, is commemorated on the ‘Wagon Wheel’ gate on the Wānaka Lakefront. I’d like to put up a plaque in remembrance of my parents on the other wagon wheel [which currently does not have a plaque in place]. The existing plaque to my grandfather (Alec Cameron) is on the left wagon wheel and I would propose a similar size brass plaque on the right-hand wagon wheel.”

2. The relevant asset in this request are the historic wagon wheel “gates” positioned within the Roy’s Bay Recreation Reserve on the Wānaka lakefront. The existing memorial plaque is in memory of Alexander Christie Cameron and was placed in his honour by the Otago-Southland Council of the New Zealand Federation of Young Farmers Clubs.
3. Mr Roxburgh’s request is for the approval to install a memorial plaque for Dame Alison and Dr Jim Roxburgh on right-hand wagon wheel.
4. The Parks Team supports the proposed addition to the existing memorial asset. As the plaque would be incorporated into an existing asset, the proposal would not require a new standalone memorial or item of park furniture. It would enable the Roxburgh family to contribute to the recording of Wānaka’s community history while commemorating family members with a direct connection to both the location and the existing plaque.
5. The application is assessed under Category 4 of the Queenstown Lakes District Council (QLDC) Plaques, Memorials and Monuments Policy 2010, as it is a personalised memorial plaque for individuals who had a special association with the district. Section 2.5 provides for Category 4 applications to be considered by Council on a case-by-case basis, while section 3.4 ordinarily anticipates that these plaques will be installed on a seat, bench or picnic table.
6. The proposal therefore represents a site-specific variation from the standard Category 4 mounting arrangement, as the plaque would instead be affixed to the currently un-plaques wagon wheel forming part of an existing memorial asset. Council officers consider this variation appropriate because the proposed location has a direct family and historical relationship through the existing plaque commemorating Dame Alison’s father, Alexander Cameron, on the adjoining wagon wheel.
7. The existing plaque is not relied upon as a precedent for other applications; rather, it establishes the relevance of this particular location, as required by Section 4 of the Policy. The proposal would

not introduce a new standalone memorial or item of furniture and, by matching the scale, material and design of the existing plaque, would maintain the visual coherence of the asset.

8. The proposed plaque will read [layout and style to match existing plaque]:

*“— IN MEMORY OF —
DAME ALISON ROXBURGH (1934 – 2020), DAUGHTER OF ALEXANDER CAMERON,
AND DR. JIM ROXBURGH (1926 – 2013)
IN RECOGNITION OF THEIR DEDICATED SERVICE TO THE COMMUNITY
AND ENDURING LOVE FOR WĀNAKA”*

Analysis and Advice | Tatāritaka me kā Tohutohu

9. 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.
10. The proposed location is considered appropriate because of its direct historical and familial relationship to the existing plaque commemorating Alexander Cameron on the adjoining wagon wheel.
11. Option 1: Approve the new memorial plaque installation on the existing wagon wheel memorial asset within the Roy’s Bay Recreation Reserve in Wānaka

Advantages:

- Provides a proportionate addition to an existing memorial asset without requiring a new standalone memorial or item of park furniture.
- Commemorates individuals that are connected to or associated with the Wānaka area.

Disadvantages:

- Very minor extra maintenance required for addition of plaque.

12. Option 2: Decline the request

Advantages:

- No additional plaque asset to maintain on the reserve.

Disadvantages:

- The opportunity to recognise the Roxburgh family’s contribution to Wānaka and add to the historical interpretation of the existing memorial asset would not proceed.

13. This report recommends **Option 1** because the proposal would appropriately commemorate Dame Alison and Dr Jim Roxburgh, recognise their connection to Wānaka and add relevant historical context to the existing memorial asset.

Consultation Process | Hātepe Matapaki

Significance and Engagement | Te Whakamahi I kā Whakaaro Hiraka

14. This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy. Although Roy's Bay Recreation Reserve forms part of the Wānaka lakefront reserve area identified as a significant strategic asset, the proposal is limited to the addition of a small plaque to an existing memorial asset. It does not involve the sale, transfer or change in ownership or control of the reserve and would not materially affect public access, use of the reserve, levels of service or Council resourcing. The proposal is generally consistent with relevant Council policy, subject to the site-specific variation outlined in paragraph four.
15. The persons who may be affected by or have an interest in this matter include the applicant and Roxburgh family, users of Roy's Bay Recreation Reserve, the wider Wānaka community, and residents/ratepayers of the Queenstown Lakes District.
16. The Council has noted that the Parks Planning Manager and Parks Manager support the proposed plaque installation.

Māori Consultation | Iwi Rūnaka

17. This matter did not require consultation with iwi, therefore the Council has not sought the specific views of iwi on this matter.

Risk and Mitigations | Kā Raru Tūpono me kā Whakamaurutaka

18. This matter relates to the Community & Wellbeing risk category. It is associated with RISK10005 Ineffective planning for community services or facilities within the QLDC Risk Register. This risk has been assessed as having a moderate residual risk rating. The recommended option mitigates this risk by assessing the application against the relevant Council policy, documenting the site-specific basis for the proposed variation, requiring the new plaque to match the scale, material and design of the existing plaque, and avoiding the creation of a new standalone memorial asset or change in the reserve's level of service.

Financial Implications | Kā Riteka ā-Pūtea

19. There are no material financial implications. The applicant will meet all costs associated with the design, manufacture and installation of the plaque, and any minor ongoing maintenance will be managed through existing reserve maintenance arrangements.

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

20. 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.

21. The recommended option is generally consistent with the purpose and assessment principles of the Plaques, Memorials and Monuments Policy 2010. As outlined in paragraph four, the proposed mounting location is a site-specific variation from the standard Category 4 arrangement anticipated by the Policy.

22. 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-Kiaka

23. 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 wellbeing of communities in the present and for the future. The recommended option is consistent with this purpose because it enables local decision-making on a community-initiated proposal and supports the social and cultural wellbeing of the Wānaka community by recognising the contribution of individuals with a longstanding association with the area and adding relevant historical context to an existing memorial asset. The proposal is proportionate in scale, funded by the applicant and would not materially affect the use or level of service of the reserve.

24. 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 Plaque Installation in Roy's Bay Recreation Reserve
B	Photos of Current Memorial Asset Showing Existing Plaque & New Plaque Placement

Attachment A: Map of Proposed Plaque Installation in Roy's Bay Recreation Reserve

Map of proposed plaque installation in Roy's Bay Recreation Reserve



**Orange 'sun' symbol indicates approximate plaque location*

Attachment B: Photos of Current Memorial Asset Showing Existing Plaque & New Plaque Placement

Photos of current memorial asset showing existing plaque & new plaque placement



*Orange rectangle shows proposed plaque placement