

## CURRICULUM VITAE

**Matthew Willetts BTEC HND For, BSc (Hons), RFS Cert ARB**

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Forestry Consultant

### DATE OF BIRTH

27<sup>th</sup> January 1980

### PROFESSIONAL QUALIFICATIONS

- Royal Forestry Society (RFS) Certificate in Arboriculture
- LANTRA AWARD – Basic Tree Survey and Inspection
- NPTC Chainsaw Certificate (Units CS30, 31a, 31b, 36, 38 and 39)
- NPTC Pesticide usage (Units PA1 & PA6A)
- Agricultural Operations (Units AO1 planting & AO6 Chipper)
- Geographical Information Systems (GSI) certified to a basic standard
- Deer Management Qualification (DMQ) Level One
- Trained by Forest Enterprise to a competent level in the following areas: Clearing Saws/brushcutters, Manual Handling, Health & Safety, Risk Assessment, and Tariffing/Thinning Control

### CAREER

<b>Lockhart Garratt Ltd</b> - Forestry Consultant	Oct 07 – Present
<b>Fountains Support Services</b> - Highways Field Manager	Sep 05 – Oct 07
<b>Self Employed</b> - Tree Surgeon/Forestry Contractor	Jun 03 – Sep 05
<b>Forestry Enterprise</b> - Contract Supervisor (sandwich year placement)	Aug 00 – July 01
<b>Forest Enterprise</b> - Forest Craftsman (pre college placement)	Aug 98 – Aug 99

### EXPERIENCE

Matthew plays an important role in assisting the Estates & Farm Services Manager coordinate LGL's vast portfolio of Estates and Farm clientele. This largely involves managing silvicultural and maintenance operations within a broad spectrum of woodlands from young plantations through to more prestigious sites such as Ancient Woodland and SSSI's. Matthew's expertise is also expanding in woodland creation and establishment, timber production and sales, health and safety, contractor management and woodland certification (UKWAS).

Preparing and agreeing EWGS grant packages and Felling Licenses is another area Matthew specialises in which involves working closely with the appropriate statutory body such as the Forestry Commission, Natural England or the Environment Agency.

Matthew is also involved with Minerals and Waste clients assisting in the planning and executing of landscape restoration schemes and ensuring the correct level of aftercare is undertaken to meet with the site's planning obligations. This involves setting up maintenance programmes, budgeting, tendering, agreeing and managing contracts and work schedules, to make sure that a good standard of work is undertaken and remains good value for money from our client's perspective.

## KEY PROJECTS AT LOCKHART GARRATT

### Wakefield Lodge Estate

Manage the estate's annual timber harvesting programme from planning, employing the contractor and monitoring progress of the operation to ensure best practise is being followed and silviculturally beneficial to the remaining crop trees.

Timber marketing, including preparing sales documentation, collating prices, agreeing sale by formal agreement.

Natural regeneration surveying, monitoring and reporting.

Implementation of key biodiversity works to deliver objectives specified the estate's existing EWGS contracts.

Manage the UKWAS file to ensure the estate remains compliant with the standards criteria.

### Viridor Site Management

Annual budgeting to determine forthcoming maintenance obligations in both woodland, hedgerow and grassland areas.

Prepare maintenance schedules in-line with the agreed budget and tender out to locally based contracting out-fits.

Manage the tendering process, advise client and award the work based on the client's decision.

Produce formal contractual agreement incorporating maintenance schedule. Undertake quarterly inspections to check standard of work and action additional maintenance where required.

## OTHER KEY PROJECTS

### *Fountains Support Services - (May 05 - Oct 07)*

Whilst at Fountains Matthews main duty involved managing a Highways vegetation contract on a number of major trunk roads and motorways in the East Midlands region. He was responsible for planning, programming and coordinating resources to conduct verge mowing during the spring and summer months and manage biodiversity works during the winter involving habitat improvement within both woodland and grassland adjacent to the road network.

This contract did expand whilst he was in post with local companies requiring similar works to be executed, this involved understanding the customer's objectives, thinking about the resource needed to deliver the objectives at a competitive rate. This required him to be efficient at planning, a quick thinker, and be aware of costs through continued monitoring and control.

Another key part of the service provided which Matthew was responsible for was to not only ensure it was completed to a good high standard but also carried out safely. Talking regularly to the operative team on safety and work techniques helped to achieve zero lost time injuries (LTI's) or RIDDOR incidents during his time in this post. Accident damage to third party vehicles was also reduced by half during the 2006 grass-cutting season.

***Tree Surgeon/Forestry Contractor – Self Employed (June 03 – May 05)***

Matthews work involved conducting all aspects of tree and forestry work within the North West region of the UK. During this period he participated in a range of contracts from felling, chemical spraying and tree planting for companies such as Lowther Forestry Group. He has gained a good level of experience in all areas of arboricultural practice such as crown lifting/reduction works and used MEWPS and lowering systems to dismantle dangerous and large trees. He has also been involved in carrying out programmed utility arboricultural work for organisations such as Tilhill and United Utilities and responded to tree emergencies for both clients during times of destructive weather.

***Contract Supervisor for Forest Enterprise - Sherwood and Lincs FD (Aug 2000 – Jul 01)***

The main emphasis of this placement was to ensure an acceptable level of experience was gained as a supervisor/ manager. The eleven-month duration was spent working within an out-stationed office in Lincolnshire alongside a small management team consisting of a Beat Forester, Wildlife Ranger and Forest Craftsman.

Matthew was responsible for supervising new and on going contracts in both standing sales and timber sold on a weight basis. He also participated in supervising forest management contracts that included; ground preparation, planting, conservation work and financial control.