

COORONG DISTRICT COUNCIL SMOOTHIE BIKE USER GUIDE



SAFETY FIRST

The following information is intended as a guide for safe use of the Smoothie Bike.

It is the responsibility of the organisation using the equipment to thoroughly read through the risk assessment and operating procedures, and to use with due care.

Contents

- What's included with the Smoothie Bike
- Risk assessment
- Getting started
- Tips for smooth riding
- Recipe ideas
- Cost
- Conditions of use
- Troubleshooting

What's included with the Smoothie Bike

You have been provided with:

- 1 x Smoothie bike
- 2 x blenders (each blender includes jug and lid)
- 4 x Allen keys

Items you may like to obtain to run the smoothie bike

- Fruit, milk, yogurt, 100% fruit juice, water – see suggested ingredients on recipes page
- Smoothie cups, lids and straws
- Chopping boards
- Small knives
- Measuring cups (yogurt, milk and berries)
- Tea towel
- Paper towel roll
- Chux wipes
- Long hand dish brush
- Detol hand sanitiser
- Wash tub
- Detergent
- Rubbish bags/bin

Please make sure all equipment is returned in good, clean condition.

Risk Assessment

Please read each section of the risk assessment carefully. It is important that you consider each of the procedures which have been recommended to reduce the risks associated with using the equipment. Please contact OPAL if you have any queries.

Equipment: Coorong Smoothie Bike

THE SMOOTHIE BIKE MUST BE SUPERVISED AT ALL TIMES.

Hazard	Risk Level			Control and/or Procedures in place - to reduce risk
	Like-Lihood	Consequence	Risk Rating	
Facility Surface condition eg. uneven surface, slippery etc. Weather conditions eg. heat, rain, strong winds etc.	C	2	M	Visual check of flooring before session. Ensure bike is on flat even surface.
	C	3	H	Ensure adequate shade is available from trees, marquees or shelter if outdoors or air-conditioning or heating if indoors. Move indoors or cancel the session in the event of extreme weather conditions (extreme heat, rain or wind etc).
Use of bike Falling off the bike or injury getting on/off Pedal 'kick back' hitting participants, damaging clothes Shoe laces getting knotted in chain/pedal Members of public touching dangerous parts of the bike especially during motion, eg chain, roller axle, blade rotator Over exertion by participant	D	2	L	Ensure bike is on flat even surface. Adjust seat to a suitable height. Enforce minimum height limit to prevent injury to young children. Ensure first aider is on site.
	C	3	H	Staff to warn participants. Staff supervision.
	C	2	M	Ensure shoe laces are not loose or un-done.
	C	2	M	Do not allow for bike to be in motion without a blender. Explain safety hazards. Staff to ensure supervision at all times. Ensure first aider is on site
	D	1	L	Encourage participants not to over exert. Staff to assess capabilities. Ensure first aider is on site.

Use of Blender Connection between blender and blade rotator Safety strap of blender flinging back Blades in blender	C	2	M	Only place blender onto the bike when the blade rotator is at a stand-still. Ensure blender is sitting in the slot firmly with the strap clipped on.
	C	3	H	Staff to clip on safety strap to ensure blender has been clipped in safely.
	D	2	L	Always ensure that the lid to the blender is attached properly before participants start pedalling. Never allow participants or staff to put their hands inside the blender, even when detached from the bike (with the exception of cleaning with due care).
Safe provision of food/beverage ingredients Choking hazard Consumption of unsafe food products resulting in illness Contamination of unattended smoothies Slippery floors related to drink spillages Intolerances and allergic reactions	C	3	H	Ensure the smoothie has been mixed in the blender for long enough to become liquidised and free of choking hazard.
	D	2	L	Ensure all food/beverages are within the use by dates. If required, adequate cool storage of fruit products, juice and milk. Ensure blenders, work surfaces, chopping boards, and utensils are rinsed or wiped down regularly. Ensure when preparing fruit, hands are washed and/or sanitised.
	D	2	L	Ensure participants drink their smoothies within a reasonable timeframe to prevent contamination. Provide bins for disposal of unwanted drinks.
	C	3	H	Immediately clean up spillages and display 'wet floor' signage if required.
	D	1	L	Certify that all participants are free of intolerances or allergies to smoothie products offered. Staff to have access to phone or mobile phone in case of an emergency.
Transport Risk associated with transporting and handling of bike	C	3	H	Ensure equipment is packed for transport safely. Ask for assistance if equipment is too heavy to load/unload.

RISK RATING MATRIX

		Consequence				
		Insignificant No injuries, low financial cost	Minor First aid treatment, on site release immediately contained, medium financial loss	Moderate Medical treatment required, on site release contained with outside assistance, high financial loss	Major Extensive injury, loss of production capability, off-site release with no detrimental effects, major financial loss	Catastrophic Death, toxic release off-site with detrimental effects, huge financial loss
		1	2	3	4	5
Likelihood						
Almost Certain Expected to occur in most circumstances	A	High (H)	High (H)	Extreme (E)	Extreme (E)	Extreme (E)
Likely Will occur in most circumstances	B	Medium (M)	High (H)	High (H)	Extreme (E)	Extreme (E)
Possibly Might occur sometime	C	Low (L)	Medium (M)	High (H)	Extreme (E)	Extreme (E)
Unlikely Could occur sometime	D	Low (L)	Low (L)	Medium (M)	High (H)	Extreme (E)
Rare May only occur in exceptional circumstances	E	Low (L)	Low (L)	Medium (M)	High (H)	High (H)

Hierarchy of Controls

1. Eliminate – Remove the hazard completely
2. Substitute – Replace the hazardous substance or process with one which is less hazardous
3. Isolate – Remove the person from the hazardous environment or the hazardous environment from the person
4. Engineering – Provide a physical barrier or other engineered modifications to manage the hazard
5. Administrative – Establish and implement policies, practices, work practices, provide training
6. Personal Protective Equipment – Use equipment that provides protection to all individual persons against the hazard

Getting Started

Pre-event

- Complete and submit required booking forms and temporary food business permit form to Council.
- Buy or order fruit ahead of time to ensure ripeness on the day (milk, yogurt, fruit)
- Organise cups or glasses that will be used
- Inspect and test the bike to ensure it is in good working order. If you notice it is not running smoothly, refer to the 'Troubleshooting' section of this guide for further details. Check and tighten all screws if required
- Wash blenders and utensils in warm, soapy water and rinse. Use the long handled brush provided and avoid placing your hands near the blades.
- If holding an event outdoors, check weather and plan adequate sun protection. Organise indoor facility as contingency if required
- Organise hand hygiene (sanitisers) and appropriate food storage (fridge and eskies)
- Allow time to set up the bike and food ingredients before the start of your event (approx 20 - 30 minutes)

On the day

- Re-inspect the bike to ensure it is in good working order
- Set up rubbish bins as required
- Always set up the Smoothie Bike on a flat even surface

To make a smoothie

- Fill the jug with ingredients (recipes included in this guide) **before** placing the jug on to the bike. Fit the lid tightly.
- Ensuring that the bike is not in motion, place the jug onto the blender platform. You do not need to twist or turn the jug. Once sitting snugly on the platform, clip down using the safety clip.
- Once the blender is ready, the cyclist can start pedalling. If the seat is too high or too low, adjust by releasing the lever under the seat. Make sure the lever is closed before the cyclist gets back on. Ensure no one touches any moving parts of the bike, beware of inquisitive young children.
- Once the smoothie has been blended enough, allow the bike wheel to come to a complete stop before removing the blender from the bike.
- Pour the smoothie in a cup and ENJOY!

Tips for smooth riding

- The bike must be supervised AT ALL TIMES.
- Count the number of cups you start the day with. This will allow you track how many smoothies you made throughout the day (We would love to know!)
- There are 2 jugs in the kit. Start loading one up while the other is on the bike. This will ensure efficient time management. Remember to rinse them regularly!
- Pour ingredients straight into the jug to reduce handling and mess. Prepare fruit as needed eg. peeling bananas, pulling tops off strawberries as you go – you can even get participants to do this themselves. Buying frozen berries is also another time saver (no need for chopping).
- Keep cool items out of the sun and in the fridge or esky of ice
- Allow 2-3 minutes per smoothie (20-30 smoothies per hour)

Recipe Ideas



Very Berry

4 strawberries OR $\frac{1}{2}$ cup
frozen mixed berries
1 cup of milk



Smooth Banana

1 ripe banana
1 cup of milk



Banana Berry

1 ripe banana
3 strawberries OR frozen
mixed berries
1 cup of milk



Kiwi Apple

1 kiwi fruit
 $\frac{1}{2}$ apple
 $\frac{1}{2}$ cup juice
 $\frac{1}{2}$ cup water



Citrus Crush

1 orange/mandarin
 $\frac{1}{2}$ cup juice
 $\frac{1}{2}$ cup water

HOT TIPS:

- You may wish to add yoghurt, cinnamon or honey for extra taste
- Consider fruit or vegetables which are in season. They will probably taste better and may be cheaper as well!
- Compare the unit price (eg. per 100ml) between brands for best value. Look for specials and consider generic brands
- Purchase cold and frozen ingredients in sizes that are easy to store in eskies while not in use. This will make it easier for you to manage on the day. If purchasing in larger sizes for cost saving, consider dividing into smaller portions
- Consider ordering your fruit or buy a few days prior to ensure ripe fruit on the day (especially bananas)
- Think about the size of cup you would like to use on the day. You may want to halve the recipes if using small cups. We usually use cups approx. 375ml.
- **Don't forget, you can use all different kinds of fruits or mix up these recipes too!** You can try mixed berries, mangoes, watermelon or even fresh vegetables such as carrot, tomatoes or cucumbers.

Cost

Estimate the number attendees you will have on the day and the number of smoothies you anticipate to make. We can normally make up to 20-30 smoothies per hour, however please take into account how many helpers you will have.

As you know, prices of produce vary depending on where and when you buy them. The cost price of the smoothies can be estimated using the following equations to help you form a rough budget. Please note if you are making smaller portion sizes (less than 500ml), the quantities you will need will vary and so will the cost. This is based on average quantities we have used previously and is only an **APPROXIMATE**. **PLEASE NOTE: We require that if you will be selling soft drink at your event, that the cost of a smoothie is less than that of a soft drink.**

To make 10 x Very Berry Smoothies

You will need 2 punnets of medium sized strawberries and 2.5L of low fat milk

$$\begin{aligned} & 2 \times (\text{Cost per punnet of medium sized strawberry}) \\ & + 2.5 \times (\text{Cost per litre of low fat milk}) \\ \hline & = \$ \end{aligned}$$



To make 10 x Smooth Banana Smoothies

You will need 5 medium sized bananas and 2.5L of low fat milk

$$\begin{aligned} & 0.7 \times (\text{Cost per kilogram of medium sized bananas}) \\ & + 2.5 \times (\text{Cost per litre of low fat milk}) \\ \hline & = \$ \end{aligned}$$



To make 10 x Banana Berry Smoothies

You will need 10 medium sized bananas, 1.5 punnets of medium sized strawberries and 2.5L milk

$$\begin{aligned} & 0.7 \times (\text{Cost per kilogram of medium sized bananas}) \\ & 1.5 \times (\text{Cost per punnet of medium sized strawberry}) \\ & + 2.5 \times (\text{Cost per litre of low fat milk}) \\ \hline & = \$ \end{aligned}$$



To make 10 x Kiwi Apple Smoothies

You will need 10 kiwi fruit, 5 medium apples 1.25L of fruit juice and 1.25L water

$$\begin{aligned} & 10 \times (\text{Cost of each kiwi fruit}) \\ & 0.55 \times (\text{Cost per kilogram of medium sized apples}) \\ & + 1.25 \times (\text{Cost per litre of fruit juice}) \\ \hline & = \$ \end{aligned}$$



To make 10 x Citrus Crush Smoothies

You will need 5 oranges or 10 mandarins, 1.25L of fruit juice and 1.25L water

$$\begin{aligned} & 0.35 \times (\text{Cost per kilogram of oranges}) \text{ OR } 0.8 \times (\text{Cost per kilogram of mandarins}) \\ & + 1.25 \times (\text{Cost per litre of fruit juice}) \\ \hline & = \$ \end{aligned}$$



Considerations During Use

The health and wellbeing of children and families of the Coorong District Council is important.

Please remember to choose items that fit into the Australian Guide to Healthy Eating, suggestions are listed below:

- Please use only low fat milk and dairy products.
- Dairy smoothies are most popular, however if you are catering for dairy intolerances or wish to use citrus fruit, please use fruit/vegetable juice which has no added sugar.
- Please do not use sugar as a sweetener. Honey may be used if necessary.
- If you are charging money, please consider the cost price per smoothie and if soft-drinks are also available, we require that you charge less than soft-drink to make the healthy choice accessible to low-income families.
- **Strictly no use of alcohol, coffee, flavoured milks, flavour syrups, cordial, chocolate, ice-cream, lollies and other types of junk food.**

Troubleshooting

Problem: The blades are not turning even though I am pedalling.

Firstly, *stop pedalling*. Detach the blender from the bike and visually check to see if there are any food ingredients caught under the blades. This is most common with large pieces of firm fruit such as apples. Shake to dislodge any food ingredients that may be wedged under the blades. Return the blender to the original position. If the blades are still not turning, you may need to physically dislodge the food ingredients using a long utensil such as a fork or spoon. **Do NOT use your hands!**

If the blender is still not rotating, check the contact between the roller axel (silver cylinder located underneath the blender platform) and the tyre. Is the cylinder rotating with the bike wheel when it is being pedalled? If the roller axel is not turning with the wheel, you will need to adjust the contact pressure. To do this, loosen the two screws on the top surface of the blender platform by approximately one turn. Rotate the blender platform anti-clockwise. This rotation will push the roller up against the tyre. After increasing the contact pressure, re-tighten the screws. Check to make sure the roller axel is now rotating with the wheel and that it is not touching the metal rim of the wheel. If it is, re-adjust.

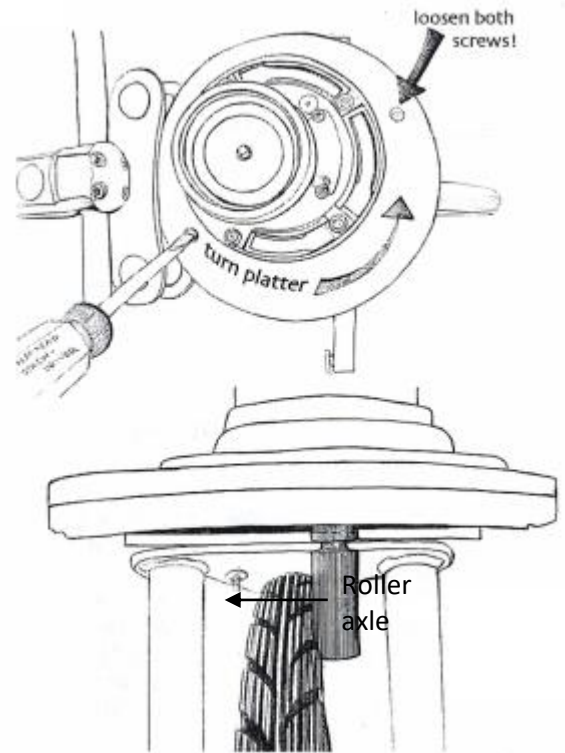
If the problem persists, check that the tire is firm. The tire pressure should be between 60-70 psi.

Problem: How do I adjust the handlebars or seat height?

If the handlebars are loose simply move them into the desired position and tighten using the allen key provided. If the seat needs adjusting, open the quick release located underneath the seat and adjust to the required height. Ensure the quick release is closed before sitting on the seat.

Problem: The chain has become loose or fallen off of the bike. How do I fix it?

The chain should be fairly tight along the lower section of the chain. To service this, use an allen key to loosen the screw holding the bike chain and wheel in place. Pull the wheel back until the chain is tight along the lower section and tighten the screw again using the allen key.



For more information contact

Coorong District Council
Ph: 1300 785 277
Email: council@coorong.sa.gov.au

Visit:
www.coorong.sa.gov.au



Smoothie Bike Hire Form

Name of person responsible:			
Name of Organisation:			
Phone Number:			
Mobile:			
Email Address:			
Pick up Date:		Pick up Time:	
Drop off Date:		Pick up Time:	

***Please note:** The smoothie bike will require a large vehicle or trailer to transport. A council staff member will need to travel with you from the Taillem Bend Council Office to collect and return the bike that is stored at a nearby council storage shed.

Will you be selling smoothies? YES NO

(if yes, please ensure that the cost of a smoothie is less than the cost of a can of soft drink – if they are being sold at the event)

Indemnity

- To the full extent permitted by law the hirer releases, discharges & indemnifies the owner from all claims & demands on the owner arising out of or consequent on the use or misuse of the equipment during the hire period.

Use, operation and maintenance:

- The hirer agrees that the use of the smoothie bike carries with it dangers and risks of injury and the hirer agrees to accept all dangers and risks.
- The Coorong District Council will “stock take” the equipment just before its departure from the site and again on its return.

Loss, damage or breakdown of plant and equipment

- The hirer to ensure that on collection of the smoothie bike that the bike & its equipment is in working order.
- The hirer will be responsible for any loss or damage to the Smoothie Bike and equipment irrespective of **how the loss or damage occurred (fair wear and tear excepted) during the hire** period. The replacement cost of the whole unit and including freight charges from the United States of America is \$3,500. If any items from the smoothie bike are lost / not returned then the hirer will be responsible for the cost of replacement and freight of those items from U.S.A - California.
- If there is a breakdown or failure of the equipment then the hirer shall return the equipment to the owner at the hirer's expense and the hirer shall not attempt to repair the equipment.

Liability

- The hirer will assume all risks and liabilities for and in respect of the equipment and for all injuries to or deaths of persons and any damage to property howsoever arising from the hirer's possession, use, maintenance, repair or storage of the equipment.

Disclaimer

- To the extent permitted by law the owner disclaims all liability for and does not give any warranties to the hirer as to the condition of the equipment.

I (name) _____ on behalf of; _____ (name organisation) accept the Terms & Conditions as outlined on the Smoothie Bike Loan Agreement.

Signature: _____ Date: ____/____/____

Please to the Coorong District Council: 95-101 Railway Tce, Taillem Bend or council@coorong.sa.gov.au

SIGN IN CHECKLIST – Smoothie Bike

Name of person responsible: _____

Name of Organisation: _____

ITEM:	CHECKED:	COMMENTS:
OPAL Smoothie bike		
2 x blenders (each blender includes jug and lid)		
4 x Allen keys		

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