



ExcellGrowth

AI Readiness Diagnostic

Quick Assessment

10 questions to help your leadership team figure out where AI could genuinely improve how your organisation works, how ready you are to adopt it, and what happens if you wait.

How to use this document

Work through these questions by yourself first. Be honest with your answers. Then ask your fellow senior leaders to complete their own assessments independently before you compare notes as a group.

Where a question asks you to rate something on a scale, circle or mark the option that fits. Where it asks for specifics, write them down. If you find yourself guessing, that is itself a finding.

This is a condensed version of the full AI Readiness Diagnostic. It will surface where the gaps are. If it raises more questions than it answers, the full diagnostic goes deeper and wider.

SECTION 1

AI Applicability

Where could AI genuinely improve how your organisation works?

Q1

How well mapped and understood are your core business processes?

- Largely intuitive, lived in people's heads
- Roughly understood but not documented
- Documented but not consistently followed
- Well mapped, understood, and actively managed

Which of those processes involve significant repetitive or rules-based work and have major strategic importance or cost? List the top 3 to 5 below.

For the remaining questions, consider all the processes you listed above. Where your answer varies between them, note which process you are referring to. If answers vary widely, that is itself a finding.

SECTION 2

Organisational Readiness

Can your organisation actually adopt AI, or will the usual blockers kick in?

Q4

Think about the processes you identified in Q1. If you needed to change how they work using new technology, how would that go based on your track record?

The last time your organisation adopted a significant new technology tool, what happened?

- Smooth adoption. Widely used within months.
- Adopted eventually but took longer than planned
- Partial adoption. Some teams use it, others don't.
- Failed or abandoned. Or we can't remember the last one.

What was the tool, and what made it succeed or fail?

Q6

Still thinking about the processes from Q1:

What barriers do you see to adopting AI in these processes?

- | | | | |
|---|---|---|--|
| 
No significant barriers identified | 
Some concerns but manageable | 
Significant barriers in specific areas | 
Major barriers that would need resolving before any AI work |
|---|---|---|--|

List the main barriers (e.g. legal or regulatory constraints, workforce resistance, union considerations, data sensitivity, skills gaps, budget).

For each barrier: is this something you have verified (e.g. checked with legal, discussed with affected teams, tested the constraint) or something you are assuming?

SECTION 3

Disruption Risk

What happens to your competitive position if you move slowly?

Q8

How dependent is your competitive advantage on things AI could replicate or improve: speed, consistency, personalisation, knowledge?

- 
Not very. Our advantage is hard to replicate.
- 
Somewhat. Parts could be replicated.
- 
Significantly. A smart competitor could close the gap.
- 
Highly. Much of what we do could be AI-enabled.

If a well-funded competitor launched using AI to do what you do faster, cheaper, or more personalised, where would you be most vulnerable?

SECTION 4

Current AI Activity

What is already happening with AI in your organisation, whether you planned it or not?

Q10

Are people in your organisation already using AI tools informally? Tools like ChatGPT, Copilot, or other AI assistants for day-to-day work?

- 
Not that I'm aware of.
- 
A few individuals, informal and unmanaged
- 
Fairly widespread but no formal policy or governance
- 
Yes, and we have guidelines in place

Do you know where they are using it and what for? What risks might that create?

Is there someone in your organisation who could champion an AI initiative? Would they have the authority and time to lead it?

YOUR KEY TAKEAWAYS

Before you move on, capture what stands out. This is your space to note the things worth discussing, acting on, or thinking about further.

What are the most important things to discuss with your team?

What actions or next steps are you considering?

Anything else that came to mind during this assessment that doesn't fit the questions above?

What to look for

This assessment is designed to start a conversation, not end one. But as you compare notes with your team, pay attention to four things:

1. Where did your team disagree?

If different leaders gave different answers to the same question, that gap is a finding in itself. Misalignment on readiness is one of the most common reasons AI initiatives stall.

2. Where were you guessing?

If you found yourself unsure whether your answer reflected what is actually happening or what you believe to be happening, that uncertainty matters. The full diagnostic surveys up to 15 people across three organisational layers precisely because the gaps between leadership perception and frontline reality are often the most important finding.

3. Where did the disruption questions make you uncomfortable?

If the questions about competitive vulnerability and response speed produced uneasy answers, that is worth sitting with. The cost of waiting is not always obvious until a competitor demonstrates it.

4. This is not a reason to wait.

Readiness assessments can become a form of procrastination: the results tell you you're not ready, so you delay further. That is the wrong conclusion. If this exercise surfaced gaps, uncertainty, or risk, that is a reason to act with better information, not a reason to wait until conditions are perfect. They won't be.

5. Where are your barriers assumed rather than verified?

If Q6 revealed barriers you haven't actually tested, that matters. Assumed constraints ("legal would never allow it", "the unions would block it") often turn out to be more nuanced than expected when you actually check. Some are real and need addressing. Others are organisational folklore that has never been challenged.

Want the full picture?

This quick assessment covers the surface. The full AI Readiness Diagnostic goes deeper and wider: surveying up to 15 people across five functions and three organisational layers, using AI-powered analysis to spot patterns your team can't see from the inside, and cross-referencing with external market data.

You get a 90-minute debrief and a written report with prioritised findings and a clear action plan. The investment is £2,995 + VAT.

Book the full AI Readiness Diagnostic

excellgrowth.com/ai-readiness-diagnostic

Concerned about execution as well as AI readiness? There is also an Execution Diagnostic that examines how your organisation makes decisions, holds priorities, and delivers.

excellgrowth.com/execution-diagnostic